

**City of Wright City
Board of Aldermen Meeting
Thursday, May 14, 2020
City Hall, 636 Westwoods Road**

Mayor Dan Rowden called the meeting to order at 6:30 p.m. in the Auditorium of the City Hall, 636 Westwoods Road, Wright City, Missouri.

Roll Call

City Clerk Abbie Ogborn called the roll with Mayor Dan Rowden, Alderman Nathan Rohr, Alderman John O'Connor, Alderman Thomas Dixon, and Alderman Kerry Lambright present. City Staff present were City Attorney Paul Rost, City Administrator James Schuchmann, City Clerk Abbie Ogborn, Chief Matthew Eskew, Police Chaplain Joseph Purl, Public Works Superintendent Kyle Roettger and Parks Director Curt Kehoe. Chief Matt Eskew and Public Works Superintendent Kyle Roettger attended the meeting via Zoom and their images were available on the screen. Adam Rollins with the Warren County Record was also present.

Pledge of Allegiance

Mayor Rowden asked City Attorney Paul Rost to lead the Pledge of Allegiance.

Approval of Minutes

Alderman Dixon moved and Alderman Lambright seconded the motion to approve the minutes of the April 23, 2020, Board of Alderman Meeting. On voice vote, the motion was approved 4-0.

Financial Reports

Alderman Dixon moved and Alderman Rohr seconded the motion to approve the financial reports for April 2020. On voice vote, the motion was approved 4-0.

Responses to Previous Comments/Concerns

Mr. Schuchmann said there were no questions or hands raised via Zoom.

Open meeting to Public Comments/Concerns

Mayor Rowden read aloud a Proclamation proclaiming May 15, 2020 as Peace Officers Memorial Day and May 10 – 16, 2020 as National Police Week. Alderman Dixon moved and Alderman O'Connor seconded the motion to accept the Proclamation on behalf of the Wright City Police Department. On voice vote, the motion was approved 4-0. With no other comments or hands raised via Zoom, Mayor Rowden closed public comments.

Public Hearing

None

Recommendations from Planning and Zoning Commission

None

Old Business

Wright City Municipal Project Status Report – Mr. Schuchmann said progress is continuing at the Police Department. Drywall has been painted, the drop ceiling contractor will be in next week and door frames and slabs should be received in the next few weeks.

Flooring Bids – Mr. Schuchmann supplied the Board with two flooring bids and recommended to go with Contractors Flooring in the amount of \$18,966.00 which includes the \$1,127.00 upgrade. Based on the recommendation, Alderman Rohr moved and Alderman Lambright seconded the motion to accept the bid from Contractors Flooring in the amount of \$18,966.00 including the upgrade. On voice vote, the motion was approved 4-0.

Furniture Bids – Mr. Schuchmann reached out to Office Essentials who had supplied all the furniture for City Hall. The bid of \$29,747.87 will include the furniture for Phase 1 and the Squad Room in Phase 2. Mr. Schuchmann said the Squad Room furniture was included to ensure it would match. Alderman O'Connor moved and Alderman Dixon seconded the motion to accept the bid from Office Essentials, including installation, of \$29,787.87. On voice vote, the motion was approved 4-0.

Cabinetry Bids – Mr. Schuchmann reached out to A-Z Laminating who had completed work at City Hall. The bid of \$8,743.74 will be for cabinetry and to resurface a conference table that was donated to the City. Alderman Dixon moved and Alderman Lambright seconded the motion to accept the bid from A-Z Laminating in the amount of \$8,743.74. On voice vote, the motion was approved 4-0.

Nextiva Sales Quote – Mr. Schuchmann presented a quote from Nextiva in the amount of \$318.25 that will re-occur monthly for eight phone lines in Phase 1 of the Police Department. Mr. Schuchmann added how easy to use and great the phone system has been at City Hall. Alderman Rohr moved and Alderman O'Connor seconded the motion to accept the \$318.25 monthly charge. On voice vote, the motion was approved 4-0.

New Business

Payment Agreement account #300069012 – Alderman Rohr and Alderman Dixon seconded the motion approving the payment agreement as presented. On voice vote, the motion was approved 4-0.

Payment Agreement account #400114006 – The applicant had paid the entire balance prior to the Board of Alderman meeting; therefore, no action was taken.

Request to write off account #203089001 – This property was sold on the courthouse steps and the outstanding balance of \$231.18 is uncollectable. Alderman O'Connor moved and Alderman Dixon second the motion to write off the amount of \$231.18. On voice vote, the motion was approved 4-0.

Hiring umpires and summer help – Alderman Dixon moved and Alderman O'Connor seconded the motion to have a follow up meeting after May 20th, when the New Horizon League meets, to determine if there will be a summer baseball league. On voice vote, the motion was approved 4-0.

Request to waive penalties account #400109007 – After reviewing the request asking the Board to waive the penalty fees of \$243.37, Alderman Rohr moved and Alderman Dixon seconded the motion to pay the bill as is and to not accept the penalty write off request. On voice vote, the motion was approved 4-0.

Request to write off account #3000138003 – City staff requested to waive the balance of \$69.22 due to clerical errors and no defined explanation as to what the balance was for. Alderman Dixon moved and Alderman Lambright seconded the motion to write off the balance of \$69.22. On voice vote, the motion was approved 4-0.

Request to write off account #300198003 – City staff requested to write off the balance of \$102.96. This account was placed in bad debt and not turned over to the title company when the property sold and can no longer be collected. Alderman Rohr moved and Alderman Dixon seconded the motion to write off the balance of \$102.96. On voice vote, the motion was approved 4-0.

Request to write off account #201001003 – City staff requested to write off the balance of \$262.35. This property was a VA foreclosure that sold back in June of 2019. Since trash was not a lien on the property, we could not collect the outstanding balance. Alderman Rohr moved and Alderman Lambright seconded the motion to write off the balance of \$262.35. On voice vote, the motion was approved 4-0.

Payment Agreement account #400108013 – Alderman Rohr moved and Alderman Dixon seconded the motion to deny the payment agreement. On voice vote, the motion was approved 4-0.

Penalty write off request account #201020003 – Mr. Schuchmann said this resident was one day late making his payment due to COVID-19, he was laid off from work. The resident's account is paid in full minus the outstanding penalty fees. Alderman Dixon moved and Alderman Lambright seconded the motion to write off the penalty amount of \$40.00. On voice vote, the motion was approved 4-0.

City utility bills paid to avoid late fees – A list of 4 bills were presented to the Board of Alderman that were paid during the three-week gap in meetings to avoid assessing penalty fees. Alderman Dixon moved and Alderman Lambright seconded the motion validating pre-payment on the listed bills to avoid penalties. On voice vote, the motion was approved 4-0.

Payment agreement account #100299007 – Alderman Rohr moved and Alderman Dixon seconded the motion to deny the payment agreement. On voice vote, the motion was approved 4-0.

Penalty write off request account #400152000 – The Board reviewed a letter submitted by the landlord asking for \$500.00 in penalty fees on the account to be waived since the landlord paid the full balance on the account. Alderman Rohr moved and Alderman Dixon seconded the motion to deny the penalty write off request and make him responsible to pay the fees. On voice vote, the motion was approved 4-0.

Fireworks show 6/27/2020 – After discussion regarding the current COVID-19 regulations in place, Alderman Rohr moved and Alderman Dixon seconded the motion to cancel the June 27, 2020 firework show. On voice vote, the motion was approved 4-0.

Cemetery Budget – Mr. Schuchmann advised the Board that Stephanie and himself chose American Bank for 18 months at a 1.20 interest rate. The new rate will cut the money received for maintaining the Cemetery roughly in half. The Board has decided to have a workshop meeting via Zoom on Monday, June 1st, regarding the proposed Cemetery Ordinance. Mr. Schuchmann said the Agenda and supporting documentation will be posted on all social media and residents will be able to email or send in a letter with their questions, comments and/or concerns. Alderman Rohr said if there is not enough feedback from the community, he would like to postpone giving them their time to voice their opinions.

Roelker Road pavement repairs – Mr. Roettger presented several bids to the Board to replace a 900 sq. ft. section of Roelker Road. Mr. Roettger said the public works department will tear out the existing asphalt, rock and replace with new rock. Mr. Roettger recommended Mid River Asphalt, Inc. to remove 4” of rock and place 4” of asphalt in the amount of \$5,300.00. Alderman Rohr recommended to have traffic drive over the rock for a few weeks to pack it down before pouring Asphalt. Alderman Rohr moved and Alderman Lambright seconded the motion to accept the bid from Mid River Asphalt in the amount of \$5,300.00. On voice vote, the motion was approved 4-0.

Ordinance/Resolutions

Resolution R#4-20 – A RESOLUTION OF THE WRIGHT CITY BOARD OF ALDERMEN REQUESTING A DISTRIBUTION FROM THE FUNDING RECEIVED BY WARREN COUNTY FROM THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT AS REIMBURSEMENT FOR COVERED COSTS RELATED TO COVID-19 AND AUTHORIZING THE SUBMISSION OF A FUNDING CERTIFICATION TO WARREN COUNTY. Alderman Rohr moved and Alderman O’Connor seconded the motion. On voice vote, the motion was approved 4-0. This item was added last minute on May 14th after receiving information from Warren County regarding the Coronavirus Cares Act.

Reports

Parks – Mr. Kehoe said Mary Long has stepped down at the Park Board President and the Board had elected Rob Swanson as the new President. The Flag Retirement Ceremony and June 19 Concert in the Park have been postponed due to COVID-19.

Public Works – Mr. Roettger reviewed highlights of his written report including work completed the past few weeks and future projects in the works. Mayor Rowden thanked the Public Works department for all their work preparing the Cemetery for Mother’s Day.

Building Official Report – April 2020 spreadsheets were in the packet.

Police – Chief Eskew reviewed highlights of his written report and thanked the Mayor and Board for the proclamation. Chief stated the K9 car had been repaired and running nicely. Weekly meetings are still being attended regarding COVID-19.

City Hall – Ms. Ogborn stated day to day operations are being continued at City Hall and that City staff is working on collecting old utility bills.

Treasurer – Nothing to report.

City Administrator – Continuing to move forward and carry out things as best as we can at this time.

Review/Approval of Bills

Alderman Dixon moved and Alderman O’Connor seconded the motion to pay the bills in the amount of \$47,735.71. On voice vote, the motion was approved 4-0.

Announcements

None

Final Questions

Rob Swanson submitted a question via Zoom asking when City Hall and the park facilities would open back up. Mayor Rowden said at this time they do not know. Due to regulations that are in place, playground equipment is off limits due to the possibility of contamination and the lobby will remain locked through June 15th by the order in place by Governor Parsons. A question was submitted anonymously asking how social distancing would be applied with an Ice Cream Truck. Alderman Rohr said it would be the same if you ordered carry out from a restaurant.

Vote to enter Executive Session

Alderman Lambright moved and Alderman O'Connor seconded the motion to exit open session and enter executive session for the purpose of dealing with matters related to Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded, pursuant to Section 610.021(3), RSMo. Roll call was taken with the following vote:

Alderman Rohr	Yea	Alderman Lambright	Yea
Alderman Dixon	Yea	Alderman O'Connor	Yea

The motion was approved 4-0. The Board entered executive session at 8:05 p.m.

Alderman O'Connor moved and Alderman Lambright seconded the motion to exit executive session and return to open session at 7:45 p.m. Roll call was taken the following vote:

Alderman O'Connor	Yea	Alderman Lambright	Yea
Alderman Rohr	Yea	Alderman Dixon	Yea

The motion was approved 4-0.

Adjournment

Alderman O'Connor moved and Alderman Lambright seconded the motion to adjourn the meeting at 8:36 p.m. On voice vote, the motion was approved 4-0.

Approved: _____

Attested: _____