

**City of Wright City
Board of Aldermen Meeting
Thursday, March 10, 2022
City Hall, 636 Westwoods Road**

Mayor Michelle Heiliger called the meeting to order at 6:30 p.m. in the Auditorium of the City Hall, 636 Westwoods Road, Wright City, Missouri. The meeting was available to attend via Zoom.

Roll Call

City Clerk Abbie Ogborn called the roll with Alderman Nathan Rohr, Alderman Ramiz Hakim, Alderman Don Andrews, and Mayor Michelle Heiliger present. Alderman Karey Owens was absent. City Staff present were City Attorney Paul Rost, City Administrator James Schuchmann, City Clerk Abbie Ogborn, Police Chief Tom Canavan, Police Chaplain Joseph Purl, Public Works Superintendent Kyle Roettger, Sports Director Eric Burton, Treasurer Laura Hutchings, Building Inspector Joe Godier, and Human Resources Clerk Denise Queen. Others present were Mark Brandt, Mary Groeper, Timothy Matthews and his family, Officers from the Wright City Police Department, and Adam Rollins with the Warren County Record.

Pledge of Allegiance

Mary Groeper led the Pledge of Allegiance.

Swear in Lieutenant Matthews

Mayor Heiliger expressed her excitement to have Lieutenant Matthews returning to the Police Department. Chief Canavan also stated his excitement and gratitude. City Clerk Abbie Ogborn swore in Timothy Matthews as Police Lieutenant. A few moments were taken for those present to congratulate Lieutenant Matthews.

Approval of Minutes

Alderman Hakim moved and Alderman Andrews seconded the motion to approve the minutes of the February 24, 2022, Board of Aldermen meeting and the March 1st and March 7th, 2022, Workshop meeting minutes as presented. On voice vote, the motion was approved 3-0.

Financial Reports

Alderman Hakim moved and Alderman Andrews seconded the motion to approve the February 2022 Financial Reports. On voice vote, the motion was approved 3-0.

Public Comments/Concerns

None

Public Hearing

None

Recommendations from Planning and Zoning

None

Old Business

Wright City Municipal Project Status Report – The Public Works Department helped remove walls of the old Police Chief’s office. Almost all the demolition work has been completed. Walls will be framed and prepared for drywall. Mr. Schuchmann will reach out to drywall contractors.

Website Proposals – Alderman Andrews stated he reached out to references and those who have Revize, have had no issues. Mr. Schuchmann asked if the Board would like to investigate the program Front Desk, that is offered by the City’s accounting system Simple City. Alderman Hakim moved and Alderman Andrews seconded the motion to award the contract to Revize and give Ms. Ogborn authorization to halt the processes if Front Desk is an option to investigate. On voice vote, the motion was approved 3-0.

Amend Chapter 410 – After recap of the workshop meeting on March 7th, Alderman Andrews moved and Alderman Rohr seconded the motion to recommend the Planning and Zoning Commission hold a Public Hearing on the proposed changes to Chapter 410 to include a dedicated snow plow area, dedication of certain arterial roads, dedication of 20 feet along collector roads for future widening, 1% of total land development dedicated for green space or payment to a park fund, and allow parking on only one side of the street. On voice vote, the motion was approved 3-0.

Alderman Hakim asked the City Attorney if increasing the building permit fees would require a vote of the people. The City Attorney stated if the fees are for city reimbursement, then no, but if it is to become a revenue generator or tax, it would require a vote.

Mayor Heiliger asked for an update on the Personnel Policy. The City Attorney has a few questions and items for Mr. Schuchmann to review but stated the document should be ready for the March 24th, meeting.

New Business

Diekroeger Playground Surfacing – Ms. Ogborn presented the recommendation from the Park Board to award the bid to Innovative Sports Surfacing in the amount of \$102,425. Alderman Hakim asked if there were any grants available that the city could apply for to help cover the costs of the surfacing. Ms. Hutchings stated that ARPA funds could be used to enrich the parks and get the people out and engaged in the community. Mayor Heiliger asked Ms. Ogborn to schedule an interview with Tina Zimmerman, a grant writer. Mayor Heiliger asked Mr. Schuchmann to reach out to engineering firms to get the property engineered, and email Boonslick Regional Planning Commission to see if any grants are available. Alderman Hakim gave a 30-day deadline to complete the research and if no grants are available, to report back at the March 24th, Board meeting.

C-5 Downtown District Boundaries – Alderman Hakim and Mr. Schuchmann expressed expanding the C-5 district to allow more residential homes into that area. The C-5 district allows for both commercial and residential use. Alderman Hakim moved and Alderman Andrews seconded the motion to recommend the Planning and Zoning Commission hold a Public Hearing to extend the C-5 district to reflect the map attached here in, but to adjust the boundary line to exclude the industrial warehouse at 301 North Locust. On voice vote, the motion was approved 3-0.

Ordinance/Resolutions

None

Reports

Parks – Mr. Burton provided updates on the winter and spring sports programs and upcoming events.

Mary Groeper stated the Kiwanis Sports Closet will be re-opening on Wednesdays and Saturdays due to the decline in COVID-19.

Mr. Burton stated he has an over abundance of baseball pants and socks that no longer have value to the city and asked if they could be donated to the Kiwanis sports Closet. Alderman Hakim moved and Alderman Rohr seconded the motion to donate the pants and socks. On voice vote, the motion was approved 3-0.

Public Works – Mr. Roettger is continuing preventative maintenance on equipment in-between inclement weather storms. Concrete work has been completed on Spring Hill Circle and Browning Drive. Alderman Andrews stated Bommarito Brick has a dump truck with 130,000 miles for sale for \$8,000.00 for Mr. Roettger to investigate.

Building Official – Mr. Godier stated the number of permits is increasing. Dollar General has began moving dirt for their new location. Mr. Godier met with the contractors for this project and asked for a siltation fence to be installed around the property, they completed it without hesitation.

Police – Chief Canavan is awaiting the Command College Application that will come out this spring. Chief has been preparing for Lieutenant Matthews arrival to the department.

City Hall – Ms. Ogborn provided an update on the 2022 Business License Renewals. Ms. Ogborn will be attending the MoCCFOA Spring Institute March 13th – March 17th. Mayor Heiliger asked Chief Canavan if the UTV's have been a problem. Currently, they have not.

Treasurer – Ms. Hutchings has been preparing for the auditors. She attended a webinar on ARPA funds reporting and the city will be well prepared for reporting funds used to date on April 30th.

HR/Payroll – Ms. Queen's report was available for the Board to review. Mayor Heiliger asked how the first payroll was with the increase in retirement deductions being taken out. Ms. Queen stated there were no questions or issues.

City Administrator – Mr. Schuchmann stated the tornado siren testing was held on Tuesday, March 8th. Mr. Schuchmann and the City Attorney are drafting a contract with the city Fireworks contractor. The non-disturbance zone fencing has been installed in the 62-acre park. Engineering Interviews for the Downtown District are scheduled for Wednesday, March 16th,. Recommendations from the workshop meeting were given to Adam Pollard regarding his proposed development of apartments and townhomes at the intersection of Westwoods Road and Bell Road. Mayor Heiliger gave highlights on a letter the Board received regarding from two residents and their concerns with the proposed development.

The current grave digger for the city is retiring and passing the business to his son in law. The rates will be increasing and Mr. Schuchmann asked if the Board would want to go out for bids. Ms. Ogborn spoke with Ms. Hollenbeck, who handles the Cemetery, who spoke with Pitman Funeral Home who then stated the fees are reasonable and less than other surrounding cemeteries. Ms. Hollenbeck also stated that there are not many companies like this anymore, so going out for bid may be hard. Alderman Hakim stated we will continue to use David Charlton's.

Ms. Ogborn stated that surrounding Cemeteries are no longer allowing for double deep burials due to the condition of Cemetery following the burial. The Board asked this item to be placed on the Workshop Agenda and that a recommendation would need to be made from the Memorial Society.

Bills

Alderman Andrews moved and Alderman Hakim seconded the motion to approve and pay the bills in the amount of \$85,551.74. On voice vote, the motion was approved 3-0.

Announcements

Mayor Heiliger stated the meet the candidate night on March 3rd went well and was very informative on the School Districts Propositions for the new High School and encouraged everyone to watch the video on Alderman Hakim's Facebook Page. Pastor Joe provided an update on the fish fry's and Food Pantry. The Food Pantry received a donation of orange and pineapple juice from Refresco Beverages. The Athletic Boosters will have a fish fry at the Lion's Club on March 11th.

Final Questions

Adam Rollins asked for the recommendations made to Adam Pollard for this development. Mr. Schuchmann addressed the list of items that included the removal of the North exit of the complex that would enter Wildcat Drive at the same location as the exit from the Park's parking lot. To avoid traffic congestion, it was asked for Mr. Pollard to remove that entrance.

Mayor Heiliger stated the Blue and Gold Scholarship Committee is still looking for donations.

Vote to enter Executive Session

Alderman Andrews moved and Alderman Hakim seconded the motion to exit open session and enter executive session for the purpose of dealing with matters pursuant to Section 610.021(1)

RSMo; Legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorney and leasing, purchasing or sales of real estate (Section 610.021(2) RSMo. Roll call was taken with the following vote:

Alderman Andrews	Yea	Alderman Owens	Absent
Alderman Hakim	Yea	Alderman Rohr	Yea

The motion was approved 3-0. The Board entered executive session at 8:26 p.m.

Alderman Owens entered the Executive Session meeting via Zoom at 8:26 p.m.

Alderman Andrews moved and Alderman Rohr seconded the motion to exit executive session and return to open session. Roll call was taken with the following vote:

Alderman Andrews	Yea	Alderman Hakim	Yea
Alderman Rohr	Yea	Alderman Owens	Yea

The motion was approved 3-0. The Board returned to open session at 9:00 p.m.

Adjournment

Alderman Hakim moved and Alderman Rohr seconded the motion to adjourn the meeting. On voice vote, the motion was approved 4-0.

Approved: _____
Mayor

Attested: _____
City Clerk