

**City of Wright City  
Board of Aldermen Meeting  
Thursday, February 8, 2024  
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 Mayor Michelle Heiliger, Alderman Kim Arbuthnot, Alderman Karey Owens, Alderman Ramiz Hakim, and Alderman Don Andrews present. City Staff present were City Attorney Paul Rost, City Clerk Abbie Ogborn, Director of City Services Mark Strutmann, Police Chief Tom Canavan, Police Lieutenant Aaron Sutton, Police Chaplain Joseph Purl, Treasurer Laura Hutchings via Zoom, Building Inspector Lance Bauer, and Parks Director Stuart Bruning. Others present were Jason Koch with the Warren County Record, Robert and Roberta Baldwin, Annie Jensen, Billy Ivie, Kim Fast, Bart Korman, Kyle Brown, Eric Heckman, and Seth Taylor.

**Pledge of Allegiance**

Lieutenant Sutton led the Pledge of Allegiance.

**Approval of Agenda**

Alderman Andrews moved to approve the agenda. Alderman Owens seconded it and the voice vote was as follows:

Alderman Hakim	Yea	Alderman Owens	Yea
Alderman Andrews	Yea	Alderman Arbuthnot	Yea

The motion was approved 4-0.

**Approval of Minutes**

Alderman Hakim moved to approve minutes from the January 25, 2024, Board meeting.

Alderman Arbuthnot seconded it and the voice vote was as follows:

Alderman Andrews	Yea	Alderman Owens	Yea
Alderman Arbuthnot	Yea	Alderman Hakim	Yea

The motion was approved 4-0.

**Financial Reports**

The January 2024 budget report was presented for review.

**Public Comments**

None

**Public Hearing**

**Annexation of 10.655 acres – Serenity Woods Subdivision** - The city has been presented with an annexation petition from Sanctuary in the Country, LLC, to annex 10.655 acres into the city limits for a future subdivision development. Mayor Heiliger opened the hearing for public comments. Eric Heckman with Cochran Engineering presented the application. The Survey and Topo has been completed to prepare a more realistic preliminary plat. This will be a 161-lot subdivision development along Westwoods Road by Fischer Homes. There will be two access points from Westwoods Road. It was mentioned that a rear access road from Indian Head Lodge Road will be utilized in the future. There being no comments, Mayor Heiliger closed the hearing. Comments will remain open until Thursday, February 22, 2024.

**Recommendations from Planning and Zoning**

**Conditional Use Permit – 113 Veterans Memorial Parkway** – Due to the applicant’s absence, Alderman Hakim moved to deny the application. Alderman Andrews seconded it and the voice vote was as follows:

Alderman Andrews	Yea	Alderman Owens	Nay
Alderman Arbuthnot	Yea	Alderman Hakim	Yea

The motion was approved 3-1.

**Old Business**

None

**New Business**

**Electrical Contractor Bids** – Sealed Bids for an hourly electrician were due on February 7, 2024. One sealed bid was received from Toberman Electric in the amount of \$21,170.00. One sealed bid was also received via email from JS Electrical Services, LLC in the amount of \$48,000.00. The City’s purchasing policy and Bid packet allowed for the city to negotiate with any and all bidders. The Alderman expressed that some of the work can be completed in house. Alderman Hakim moved to award the bid from Toberman Electric subject to negotiation. Alderman Arbuthnot seconded it and roll call was taken with the following vote:

Alderman Owens	Yea	Alderman Hakim	Yea
Alderman Andrews	Yea	Alderman Arbuthnot	Yes

The motion was approved 4-0. Mr. Strutman is to meet with the contractor and determine which entity would handle specific parts of the project and for that list to be sent to the Mayor to make sure it is suitable for the City.

**Concrete Core Drilling Purchase** – Due to the cost of the item being less than \$500.00, Mr. Strutman can purchase it without approval. No action was taken.

**Proposal from NOC Technology** – Alderman Arbuthnot moved to accept the proposal. Alderman Owens seconded it and the voice vote was as follows:

Alderman Andrews	Yea	Alderman Hakim	Yea
------------------	-----	----------------	-----

Alderman Arbuthnot Yea                      Alderman Owens      Yea  
The motion was approved 4-0.

**Hail Damage Claim on City Properties** – Alderman Owens moved to submit insurance claims for the rooftops in Diekroeger and Ruge Park. Alderman Hakim seconded it and roll call was taken with the following vote:

Alderman Owens      Yea                      Alderman Arbuthnot      Yea  
Alderman Andrews      Yea                      Alderman Hakim      Yea

The motion was approved 4-0.

**Police Vehicle Purchase** – Using the insurance payment from the totaled 2023 Utility Ford car, the Chief would like to purchase a new vehicle. The insurance payment was \$43,775.00 and the cost of the new vehicle is \$45,014.00, the difference of \$1,239.00 will be taken out of Police Department Small Equipment. Alderman Hakim moved to approve the purchase of a new police vehicle. Alderman Arbuthnot seconded it and the voice vote was as follows:

Alderman Hakim      Yea                      Alderman Owens      Yea  
Alderman Andrews      Yea                      Alderman Arbuthnot      Yea

The motion was approved 4-0.

### **Ordinances/Resolutions**

**Resolution R03-24** – A RESOLUTION BY THE CITY OF WRIGHT CITY AS SHAREHOLDER OF THE WRIGHT CITY REDEVELOPMENT CORPORATION ELECTING THE 2024 DIRECTORS. Ms. Ogborn read the Resolution by title. Alderman Andrews moved to approve Resolution R03-24. Alderman Hakim seconded it and the voice vote was as follows:

Alderman Hakim      Yea                      Alderman Owens      Yea  
Alderman Andrews      Yea                      Alderman Arbuthnot      Yea

The motion was approved 4-0.

**Bill 3-24** – AN ORDINANCE AMENDING THE ZONING CODE, TITLE IV OF THE WRIGHT CITY MUNICIPAL CODE TO ADD A NEW CHAPTER 412 PERTAINING TO STREAM PROTECTION. Ms. Ogborn read the Bill by title. Alderman Owens moved to read Bill #3-24 a second time. Alderman Hakim seconded it and the voice vote was as follows:

Alderman Hakim      Yea                      Alderman Andrews      Yea  
Alderman Arbuthnot      Yea                      Alderman Owens      Yea

The motion was approved 4-0. Ms. Ogborn read the Bill a second time by title. Alderman Owens moved for final passage of Bill #3-24. Alderman Arbuthnot seconded it and roll call was taken with the following vote:

Alderman Owens      Yea                      Alderman Hakim      Yea  
Alderman Andrews      Yea                      Alderman Arbuthnot      Yea

The motion was approved 4-0. Said Bill was thereupon presented to the Mayor and President of the Board of Aldermen for their signature and approval and the duly signed becomes Ordinance #1055 of the City of Wright City, Missouri.

**Bill 4-24** – AN ORDINANCE FOR THE PURPOSE OF ANNEXING UNINCORPORATED AREAS OWNED BY TEMPEST PROPERTIES LLC LOCATED IN WARREN COUNTY, MISSOURI, INTO THE CITY OF WRIGHT CITY, MISSOURI, WITHOUT FURTHER ACTION. Ms. Ogborn read the Bill by title. Alderman Owens moved to read Bill #4-24 a second time. Alderman Hakim seconded it and the voice vote was as follows:

Alderman Hakim	Yea	Alderman Andrews	Yea
Alderman Arbuthnot	Yea	Alderman Owens	Yea

The motion was approved 4-0. Ms. Ogborn read the Bill a second time by title. Alderman Hakim moved for final passage of Bill #4-24. Alderman Arbuthnot seconded it and roll call was taken with the following vote:

Alderman Owens	Yea	Alderman Hakim	Yea
Alderman Andrews	Yea	Alderman Arbuthnot	Yea

The motion was approved 4-0. Said Bill was thereupon presented to the Mayor and President of the Board of Aldermen for their signature and approval and the duly signed becomes Ordinance #1056 of the City of Wright City, Missouri.

### **Reports**

**Parks** –The Teddy Bear Tea Party will be February 10<sup>th</sup>. The swing sets are near completion. March 14<sup>th</sup> will be the first line dancing event. Still accepting player sponsorships.

**Public Works** – The Department has been assisting with the park bathroom renovations. The department will conduct some safety training in March. The department is going to hold off on purchasing rock salt.

**Building Official** – Letters have been mailed out to properties with code violations. BFA has been working with the department to address some verbiage changes in city ordinances. It was noted that PWSD #2 did not receive excavation permits for the work along Westwoods Road and has been contacted.

**Police** – The Department took the high-school Bio-Med class to the St. Charles crime lab. Officer Malta and Sergeant Ninness were nominated to receive the Meritorious Service Award.

**City Hall** – The city has registered for the 2024 National Night Out Event. There will be several public hearings at the next Planning and Zoning meeting that include a rezone and Conditional Use Permits.

**Treasurer** – Some preparations are underway for the 2023 Audit. However, until we know what the new auditing firm will request, major preparations will not be completed.

**HR/Payroll** – Employees were recognized for their years of service to the city. Ronald Moore was welcomed as the new Public Works Maintenance employee and Elizabeth Taggart going full-time.

### **Review/Approval of Bills**

Alderman Andrews moved to pay the bills in the amount of \$50,374.94. Alderman Arbuthnot seconded it and the voice vote was as follows:

Alderman Andrews	Yea	Alderman Hakim	Yea
Alderman Arbuthnot	Yea	Alderman Owens	Yea

The motion was approved 4-0.

**Announcements**

Pastor Joe provided an update on the food pantry and announced the first Fish Fry will be February 16<sup>th</sup> and will open at 4pm. Blue and Gold will be held on March 16<sup>th</sup>. Seniors Against Scams will be held on February 16<sup>th</sup>. Warren County Backstoppers will be held on February 17<sup>th</sup>. Non-profit showcase will be held on February 27<sup>th</sup>. Spring Garage Sale will be held on May 4<sup>th</sup> and May 5<sup>th</sup>. Large item pick-up will be held on May 6<sup>th</sup>.

**Final Questions**

None

**Vote to enter Closed Session**

Alderman Andrews moved to exit open session and enter closed session for the purpose of dealing with relating Section 610.021(1); Legal actions, causes of action, litigation or privileged communications between the City’s representatives and its attorney; Section 610.021(3), hiring, firing, discipling, or promoting employees when personal information about the employee is discussed or recorded; and Section 610.021(13), individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Alderman Arbuthnot seconded it and roll call was taken with the following vote:

Alderman Andrews	Yea	Alderman Hakim	Yea
Alderman Arbuthnot	Yea	Alderman Owens	Yea

The motion was approved 4-0. The Board entered executive session at 7:20 p.m.

Alderman Arbuthnot moved to leave closed session at 9:22 p.m. Alderman Hakim seconded it and roll call was taken with the following vote:

Alderman Owens	Yea	Alderman Arbuthnot	Yea
Alderman Andrews	Yea	Alderman Hakim	Yea

The motion was approved 4-0.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Attested: \_\_\_\_\_