

City of Wright City  
Board of Aldermen Meeting  
Tuesday, December 28 2010, 6:30 pm

**Signed in Attendance:** Timothy Reynolds and Lori Matson

**City Official attendance:** Mayor Heiliger, Alderman Black, Alderman Toothman, Alderman Schuchmann and Alderman Reynolds were present.

**Staff and Others:** City Clerk Christine Martin, Superintendent Larry Janish, Economic Developer/Treasurer Karen Gironde, Police Chief Henry Matthews, Police Lieutenant Gary Sweaney, Police Detective Jeffrey Scanlon and City Attorney Josh Payton of Cunningham, Vogel & Rost.

**Call Meeting to Order**

Mayor Heiliger called the meeting to order at 6:30 pm.

**Roll Call**

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Black, Schuchmann, Reynolds and Toothman present. The City Clerk reported the Mayor and four Board Members present.

**Pledge of Allegiance**

Police Chief Henry Matthews led everyone in the Pledge of Allegiance.

Alderman Schuchmann made a motion to amend the Agenda to add (9.f.) Missouri Extension Center. Alderman Reynolds seconded it and the motion unanimously carried.

**Meeting Minutes**

**Approval of Minutes from the Special Board Meeting of November 22, 2010** – Alderman Schuchmann made a motion to approve of the Minutes from the Special Board Meeting of November 22, 2010, with typographical corrections. Alderman Reynolds seconded it and the motion unanimously carried.

**Approval of Minutes from the Special Board Meeting of November 30, 2010** – Alderman Schuchmann made a motion to approve the Minutes from the Special Board Meeting of November 30, 2010. Alderman Reynolds seconded it and the motion unanimously carried.

**Approval of Minutes from the Board Meeting of December 9, 2010** – Alderman Schuchmann made a motion to approve the Minutes from the Board Meeting of December 9, 2010, with typographical corrections. Alderman Reynolds seconded it and the motion unanimously carried.

**Responses to previous comments/concerns** - None

**Open meeting to public comments/concerns** – None

**Public Hearing** - None

**Recommendation from Planning & Zoning - Conditional Use Permit – Lori Matson – Home Child Care, 108 Bombadill Blvd.** - Alderman Schuchmann made a motion to accept the recommendation from Planning & Zoning to approve the Conditional Use Permit to Lori Matson for a Home Child Care Facility. Alderman Black seconded it and the motion unanimously carried.

**Old Business**

**Utility Billing Request – 200308001** – City Clerk Christine Martin stated that she and Robin both tried to contact the party where the payment was applied to and there has been no response. Alderman Schuchmann made a motion to approve applying payment to the party that requested it. Alderman Toothman seconded it and the motion unanimously carried.

**Utilities Payment Agreement Request – 400165001** - Alderman Schuchmann made a motion to approve the customer to pay \$120.00 by December 31<sup>st</sup> and \$25.00 every two weeks along with her current monthly utility bill. Alderman Toothman seconded it and the motion unanimously carried.

**Utilities Payment Agreement Request – 200880003** – Alderman Schuchmann asked if the job transfer mentioned is because the person is leaving town. City Clerk stated the customer was not moving out of town. She also informed the Board that if the customers do not keep the arrangements approved by the Board, their services are discontinued. Alderman Schuchmann made a motion to approve the customer to pay \$100.00 by December 31<sup>st</sup> and \$25.00 every two weeks along with her current monthly utility bill. Alderman Toothman seconded it and the motion unanimously carried.

**South Water Line Project – Final Payment Request** - Superintendent Larry Janish said he is not happy with the punch list and would like to wait until spring when the project is complete. Alderman Schuchmann made a motion to table until later in the meeting. Alderman Reynolds seconded it and the motion unanimously carried.

**New Business**

**Business License – Lori Matson – Home Child Care at 108 Bombadill Blvd** - Alderman Schuchmann made a motion to approve the Business License to Lori Matson for a Home Care Daycare at 108 Bombadill Blvd. Alderman Reynolds seconded it and the motion unanimously carried.

**2010 Budget Amendment** - Treasurer Karen Girondo said Budget Amendments were put on the desk for everyone. Karen Girondo then explained the Budget Adjustments. She said Administration's budget increased by \$19,000 and the major reason was the Trash pickup totaling \$10,000 paid to Wilson Waste, and the Capital Expense of \$3,000 for the Big Boys project and increase for attorney fees in the amount of \$5,000. Economic Development had the largest increase for Project Grow fees. Streets have a slight decrease and Building & Code had a \$16,000 increase for contracted inspections and part-time payroll for the Code Enforcement Officer. Police Department's budget has been adjusted down and Court had an increase of about \$2,000 for computer training and office equipment. Karen stated the Enhancement Grant went from \$220,000 to \$260,000 because more of the Grant project was completed in 2010. Park increase is due to the concession stand costs, electric, and payroll to umpires. Cemetery had a slight increase for tree removal. Water, Sewer and Street lights stayed at the original budgeted amount or had a slight decrease. She said overall the original Budget for 2010 was \$2,848,165 and the amended Budget to \$2,915,570 which is an approximate increase of \$67,000 or 2.37 percent. Alderman Schuchmann made a motion to enact the amendment to the 2010 Budget. Alderman Black seconded it and the motion unanimously carried.

**Carry over of Vacation for Police Department and Public Works** – Police Chief Henry Matthews requested permission for Jeffrey Scanlon to carry three (3) days forward and stated he could use it in 60 days. Alderman Schuchmann made a motion to approve Jeff Scanlon to carry over his unused vacation for 60 days. Alderman Reynolds seconded it and the motion unanimously carried.

City Clerk stated Kenneth Robinett did not use all of his vacation due to a work related injury and being on Workman's Comp leave. He has an unused vacation balance of 28 hours. Alderman Schuchmann made a motion to approve Kenneth Robinett to carry over his 28 hours of unused vacation or make payment to him for the 28 hours and for it to be at Kenneth Robinett's discretion. Alderman Toothman seconded it and the motion unanimously carried. City Clerk Christine Martin said she will contact Workman's Comp the next morning to be sure a payment would not interfere with Mr. Robinett's Workman's Comp eligibility.

**South Water Line Project – Final Payment Request – Discussion Continued from Old Business** – City Attorney Josh Payton made a recommendation to hold payment on the project. Alderman Schuchmann made a motion to follow the City Attorney's recommendation to deny Final Payment at this time. Alderman Reynolds seconded it and the motion unanimously carried.

**Chief of Police** - Mayor Heiliger presented Chief Henry Matthews with a Proclamation and President of the Board Jim Schuchmann read the Proclamation during the meeting. Police Chief Henry Matthews thanked the Mayor and Board and the City for all of the support given over the years to the Police Department and said it was a great honor.

Mayor Heiliger announced that Doug Saulters who was hired for the Police Chief's position is not able to start employment yet. Mayor Heiliger recommended appointing Lt. Gary Sweaney as Interim Police Chief.

Alderman Schuchmann made a motion to accept Mayor Heiliger's recommendation to appoint Lt. Gary Sweaney as the Interim Police Chief. Alderman Reynolds seconded it and the motion unanimously carried.

**Police Resignation** - Lt. Gary Sweaney announced that Sgt Craig Finnegan resigned effective November 22, 2010, due to family affairs. Alderman Schuchmann made a motion to accept the resignation of Sgt. Craig Finnegan. Alderman Reynolds seconded it and the motion unanimously carried.

**University of Missouri Extension Center** – City Clerk Christine Martin explained a letter from University of Missouri Extension Center asking that Curt Kehoe be allowed to serve on the Warren County Extension Council. Mayor Heiliger made a recommendation that Curt Kehoe be allowed to serve on the Warren County Extension Council. Alderman Schuchmann made a motion to accept the Mayor's recommendation for Curt Kehoe to serve on the Warren County Extension Council. Alderman Reynolds seconded it and the motion unanimously carried.

**Ordinance/Resolutions** - None

### **Reports**

**Engineering** – None

**Park** - Curt Kehoe gave a report to the Board. He said the new Park Newsletter is in the Board Packets. Curt discussed some upcoming classes they will offer such as Yoga and Aerobics. He has talked to the Aerobics and Yoga instructors and the classes are lined up. He said there are already 15 people signed up for the Aerobics class. Art classes will start in February. Baseball signups are scheduled for the end of January.

**Public Works** - Larry Janish gave report to the Board and said he will have some surplus property to dispose of. It is equipment that was not sold at the previous surplus sale and said possibly the Police Department would have some equipment to dispose of. Chief Matthews said they may have a car to dispose of. Alderman Schuchmann suggested looking at it in April. Larry Janish said the past ice storm took about 85 percent of all their material which was 75 tons of cinders and 8 pallets of salt. The Board commended Larry on doing a good job cleaning the streets.

The crack sealing project will be started after the first of the year as weather permits.

Larry said he is meeting with Bart Korman on Friday to discuss how much of the Kerland Water Project could be completed with \$125,000 that is budgeted for it. He said maybe we can possibly get the bidding started in February.

**Huster/Lashley Project** – Larry said he already has the pipe purchased and it is at the shed. They still need to have easements before they can start the project so they will need to get a survey for the easements. He will ask for a 15 ft. permanent easement and 40 feet temporary easement. After the project is completed only the 15 ft. permanent easement will remain. The project will be started when all easements are completed, weather permitting. Larry said he will talk to Lewis and Bade to start the survey if the Board doesn't object.

**Building Official** - Larry said there were no new home permits issued since the last meeting. There were only two occupancy inspections made. The locations were 567 Indian Lake Drive and

151 Lake Tucci. Larry thanked Chief Matthews for all of his support over the years as he was always willing to help.

**Police Department** – Police Chief Henry Matthews gave report to the Board. He stated they’ve had 502 calls for service since the last meeting. They were mostly accident reports from off the Interstate and in town during the last ice storm. They had 30 plus call in one evening just for the Interstate. They still have several investigations underway at this time and Jeff has been working with Foristell Police Department on the missing student from Missouri University. Chief Matthews thanked the Mayor, Board and everyone else for everything done for him.

**City Hall** – City Clerk Christine Martin had no written report but brought up an inquiry from a member of one of the Boards/Commissions. The member asked if it would be possible if they could use the new park building at no charge since they do not get paid for being on a Board. The Board asked that it be discussed at the next Workshop.

**Treasurer** - Karen Girondo said the Auditors have been here for several days in the past two weeks doing preliminary work for the 2010 Audit. They will be back on March 21<sup>st</sup> for two weeks to do the actual audit. Karen said she spent several days preparing for what they needed and said she will be working on year end for the next three to four weeks. Financials will not be ready until the last meeting of the month because of waiting for the December 2010 tax check from Warren County. She said the Chapter 100 payments are coming in and she will be working on distribution of the money to the various taxing districts the first part of January.

**Economic Development** – Karen Girondo said the Grant application was sent to MODOT for the Enhancement Grant on December 14<sup>th</sup>. It was due on December 15<sup>th</sup>. Karen said Wil Levinson with the proposed home project for Westwoods Road called and asked if someone from the City could attend a public hearing on Wednesday, January 5<sup>th</sup> at 6:00 pm in St. Louis on application for the Housing Development to give testimony that the City is in favor of the project. Alderman Schuchmann volunteered to attend the meeting. Karen said she will find out where the meeting is being held. Karen said she has been coordinating the Phase 1 Study on Big Boys along with the financing as they are progressing.

City Clerk Christine Martin announced there will be a Special Planning & Zoning Meeting next Monday, January 3, 2011, at 6:00 pm for the Public Hearing for the Fire Department Variance Request, a Special Board Meeting at 6:15 pm to decide on the Fire Department Variance, and the regular Workshop at 6:30 pm.

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

Alderman Reynolds made a motion to approve the Bills. Alderman Schuchmann seconded it and the motion unanimously carried.

### **Final Questions – None**

**Vote to go to Executive Session** - Alderman Schuchmann made a motion to come out of regular session and go into executive session to discuss business relating to Legal, Real Estate and Personnel as allowed pursuant to the exception of the provisions of Section 610.021(1)(2)(3) RSMo. Alderman Reynolds seconded it and roll call was taken

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

Alderman Schuchmann made a motion to come out of executive session and go into regular session. Alderman Reynolds seconded it and roll call was taken:

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

**Adjournment** - Alderman Schuchmann made a motion to adjourn the meeting at 8:20 pm. Alderman Reynolds seconded it and the motion carried

Approved \_\_\_\_\_

Attested \_\_\_\_\_