

**City of Wright City
Board of Aldermen Meeting
Thursday, January 27, 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 Karey Owens, Alderman Ramiz Hakim, Alderman Andrews, and Mayor Michelle Heiliger present. Alderman Nathan Rohr was absent. City Staff present were City Attorney Paul Rost, City Administrator James Schuchmann, City Clerk Abbie Ogborn, Police Chief Tom Canavan, Public Works Director Kyle Roettger, Police Chaplain Joseph Purl, Treasurer Laura Hutchings, Sports Director Eric Burton, Building Inspector Joe Godier and Human Resources Clerk Denise Queen. Others present were Michael Baryo, Nicole Smith, Michelle Smith, Joe Grunwaldt, Bart Korman, Monte Cannon, Adam Rollins with the Warren County Record, Kathy Kehoe, John Knoll, Amanda Hanke, Michael Cardenas-Salas, and Dale Schaper.

Pledge of Allegiance

Alderman Andrews led the Pledge of Allegiance.

Approval of Minutes

Alderman Owens moved and Alderman Andrews seconded the motion to approve the minutes of the December 13, 2022, Board of Aldermen meeting. On voice vote, the motion was approved 3-0.

January 28, 2021 – After a recent audit, it was found in the January 28, 2021, meeting minutes, that Alderman Rohr was absent during the roll call vote, but later voted to adjourn the meeting. The amended minutes were presented to the Board for approval. Alderman Hakim asked for the voice vote to adjourn the meeting be changed from 4-0 to 3-0 to reflect Alderman Rohr’s absence. Alderman Andrews moved and Alderman Hakim seconded the motion to approve the amended minutes with the voice vote changed from 4-0 to 3-0. On voice vote, the motion was approved 3-0.

Financial Reports

None

Public Comments/Concerns

John Knoll with the Warren County Farmers Market was present. Mr. Knoll is interested in moving the Farmer’s Market to Saturday mornings and to close East First Street North where the Market would be held. Currently, the market is held on Thursday afternoon’s at Diekroeger Park and do not draw a high volume of people.

Michael Cardenas-Salas, President of the Park Board, provided updates on current discussions. This included changing rental times for the park, updating rules and regulations, and creating a community garden here at City Hall.

Public Hearing

None

Recommendations from Planning and Zoning

Conditional Use Permit – 510 Veterans Memorial Parkway – Mr. Schuchmann explained why this application was being presented a second time. The first application was for Mr. Schaper to store and work on his personal equipment. After he received approval, Mr. Schaper wanted to operate the entire business from the location. With this property in the C-4 Commercial District and the use of the property changing, it required a new Conditional Use Permit. Concerns on the parking lot, use of property, and sewage control were expressed. Alderman Hakim moved and Alderman Andrews seconded the motion to postpone this item until the next Board of Aldermen Meeting and asked for Mr. Schaper to attend. On voice vote, the motion was approved 3-0.

Amending Ordinance 1010-Chapter 440 “PDA” – Planning and Zoning approved the proposed amendments to the ordinance at their January 18th meeting and their recommendation was presented for review. A public hearing will be scheduled at the February Planning and Zoning meeting.

Gettysburg Plat 7 Preliminary Plat - Planning and Zoning approved the preliminary plat for Gettysburg Plat 7 as presented at their January 18th meeting and their recommendation was presented for review. Bart Korman, with Lewis-Bade Inc., presented the proposed 12-acre plat that will host 30 residential lots. Alderman Owens asked why the HOA and builder of the subdivision had not addressed the creek issues that were brought to the Boards attention at previous meetings. Montee Cannon stated he was just made aware of the issue that afternoon. Nicole Smith, resident of 435 Fredricksburg Way for almost 4 years, expressed her concerns with the creek that runs in her backyard. Ms. Smith gave the city permission to use her backyard to access the creek. Amanda Hanke, resident of 709 Vicksburg Lane for 3 years, stated a playground has not been installed when it is being advertised. Mr. Cannon stated the HOA does not have a specific time it must be turned over to the residents by. His plan is to turn it over when he has completed 50% of the entire development. Mr. Cannon stated that a playground would be installed by the summer of 2022. Mayor Heiliger asked if Mr. Cannon would partner with the city to address the creek if allowed by the Army Core of Engineering. Mr. Cannon indicated he would assist the City in fixing the creek issue. After further discussion, Alderman Andrews moved and Alderman Owens seconded the motion to approve the preliminary plat as presented. On voice vote, the motion was approved 2-1. Joe Grunwaldt, resident of 300 Stone Wall Ave for 10 years, stated he has had no issues with his property or with Mr. Cannon. The lot next door to him will be the location of the playground and stated that someone needs to be held accountable to put it in. Alderman Owens will make it her commitment to keep up on the code violations and playground status.

Old Business

Wright City Municipal Project Status Report – Mr. Schuchmann spent time working at the Police Department.

Website Proposals – The Board would like to have both CivicPlus and Revize host demonstrations of their websites.

New Business

Cemetery Mowing Bids – Four bids were submitted for a single mowing of the City Cemetery. Mr. Schuchmann said Green Horizons Lawn & Landscape were used in the past. After a tombstone was found broken, both Green Horizons and another contractor that was in the cemetery removing dead trees, were removed from the Cemetery. Aldermen Hakim stated that Green Horizons Lawn and Landscape would be familiar with the layout of the Cemetery and the City’s expectations. Mr. Roettger will be the overseer of the mowing. Alderman Hakim moved and Alderman Andrews seconded the motion to award the bid from Green Horizons Lawn and Landscape in the amount of \$745.00 per cut. On voice vote, the motion was approved 3-0.

New Ordinance procedure – Alderman Hakim introduced a procedure that would have the Aldermen sponsor bills. Alderman Hakim stated it’s the Boards job to legislate and answer questions on new ordinances. The City Attorney and Mayor can introduce legislation with an Alderman assigned to sponsor the bill.

Collection discount – The collection agency for the city, CACI, is offering a tax time discount to consumers who are willing to pay their accounts in full. The Board was given the opportunity to select the percentage discount and the time frame on the offer. Alderman Hakim moved and Alderman Andrews seconded the motion to select a tiered system and to keep it applied indefinitely. On voice vote, the motion was approved 3-0.

Emergency Management Plan – Mayor Heiliger met with several first responder leaders to discuss an emergency management plan for the city in the event there are natural disasters. Discussion will be held at Workshop on February 7, 2022.

Downtown Engineering RFQ’s – Cochran Engineering, Lewis-Bade Inc., and Bartlett & West, submitted RFQ’s for Downtown Engineering. Mayor Heiliger formed a panel that included herself, Alderman Owens, and Alderman Andrews to review their submissions. Mr. Schuchmann will be available for advice.

Mayor Heiliger asked about the status of the Strachs Church Interchange. Mr. Schuchmann had reviewed several designs and provided feedback on them.

Ordinance/Resolutions

Bill #02-22 – AN ORDINANCE OF THE CITY OF WRIGHT CITY, MISSOURI, AMENDING THE WRIGHT CITY CODE RELATING TO SPONSORS FOR PROPOSED LEGISLATION. Ms. Ogborn read the Bill by title. Alderman Hakim moved and Alderman Owens seconded the motion to read Bill #02-22 a second time. On voice vote, the motion was approved 3-0. Ms. Ogborn read the Bill a second time by title. Alderman Hakim moved and Alderman Andrews seconded the motion for final reading and passage of Bill #02-22. Roll call was taken with the following vote:

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

The motion was approved 3-0. 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 #1014 of the City of Wright City, Missouri.

Resolution #R02-22 – A RESOLUTION BY THE SHAREHOLDER OF THE WRIGHT CITY REDEVELOPMENT CORPORATION ELECTING THE 2022 DIRECTORS. Alderman Hakim moved and Alderman Andrews seconded the motion to approve Resolution R02-22. On voice vote, the motion was approved 3-0.

Resolution #R03-22 – A RESOLUTION APPROVING AND AUTHORIZING THE CONVEYANCE OF A PERMANENT SANITARY SEWER EASEMENT AND A WATER MAIN EASEMENT TO PUBLIC WATER SUPPLY DISTRICT NO.2 OF ST. CHARLES COUNTY, MISSOURI. Alderman Hakim moved and Alderman Andrews seconded the motion to approve Resolution R03-22. On voice vote, the motion was approved 3-0.

Bill #17-21 – AN ORDINANCE ADOPTING AND ENACTING A NEW CODE OF ORDINANCES OF THE CITY OF WRIGHT CITY, COUNTY OF WARREN, STATE OF MISSOURI; ESTABLISHING THE SAME; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN, EXCEPT AS HEREIN EXPRESSLY PROVIDED; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE OF ORDINANCES; PROVIDING PENALTY FOR THE VIOLATION THEREOF; AND PROVIDING WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE. Ms. Ogborn read the Bill by title. Alderman Andrews moved and Alderman Owens seconded the motion to read Bill #17-21 a second time. On voice vote, the motion was approved 3-0. Ms. Ogborn read the Bill a second time by title. Alderman Owens moved and Alderman Andrews seconded the motion for final reading and passage of Bill #17-21. Roll call was taken with the following vote:

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

The motion was approved 3-0. 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 #1015 of the City of Wright City, Missouri.

Reports

Parks – Mr. Burton thanked all the businesses who have sponsored the cheerleading and basketball programs. Mr. Burton provided dates for upcoming events including the Teddy Bear Tea Party and Blood Drive.

Public Works – Mr. Roettger thanked Mr. Burton for snowplowing during the recent storm. Mayor Heiliger thanked the guys for all their hard work plowing the streets. Alderman Hakim has placed Prioritization of Projects on the Workshop Agenda

Mayor Heiliger asked about the old Rite Sole building and businesses occupying the suites.

Building Official – Joe Godier was introduced to the Board of Aldermen. Mr. Godier is learning about the software system, has completed inspections and issued a few permits.

Police – Chief Canavan has been collecting donations for BackStoppers by visiting the local businesses. Chief has registered to attend the Police Chiefs Conference in May 2022 and the department is now accepting applications for Lieutenant.

City Hall – Ms. Ogborn provided an update on the 2022 Business License Renewals.

Treasurer – Ms. Hutchings published the 6-month financial statement and has been reviewing ARPA Fund documents. Alderman Hakim asked for the list of Capital Improvement Projects to be discussed at the February Workshop.

City Administrator – Mr. Schuchmann reported the Tornado Sirens would begin being installed on Monday, January 31, 2022. A letter was sent to a residence with code enforcement violations. That resident has contacted City Hall and will supply documentation. A 62 acre “kick-off” meeting will be

scheduled to review the scope of work. Alderman Hakim asked for the non-disturbance fence to be installed at that time.

HR/Payroll – Ms. Queen reviewed highlights of her written report and has been completing training.

Bills

Alderman Andrews moved and Alderman Owens seconded the motion to approve to pay the bills in the amount of \$233,745.13. On voice vote, the motion was approved 3-0.

Announcements

Pastor Joe provided an update for the Food Pantry. Alderman Andrews informed the Board that the Forest Lakes Subdivision has met the 80% of total household’s requirement and will receive Gateway Fiber services. The Blue and Gold Fundraiser is March 19, 2022. Meet the Candidate Night will be on March 23, 2022.

Final Questions

Ms. Kehoe, a member of the Park Board, asked for better communication between the City and the Parks Department.

Vote to enter Executive Session

Alderman Andrews moved and Alderman Owens 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 section 610.021(2) RSMo; leasing, purchasing or sales of real estate. Roll call was taken with the following vote:

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

The motion was approved 3-0. The Board entered executive session at 8:47 p.m.

Alderman Hakim moved and Alderman Owens 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	Absent	Alderman Owens	Yea

The motion was approved 3-0. The Board returned to open session.

Adjournment

Alderman Hakim moved and Alderman Andrews seconded the motion to adjourn the meeting. On voice vote, the motion was approved 3-0.

Approved: _____
Mayor

Attested: _____
City Clerk