

**City of Wright City
Board of Aldermen Meeting
Thursday, February 13, 2025
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 Kim Arbuthnot, Alderman Karey Owens, Alderman Ramiz Hakim, Alderman Don Andrews, and Mayor Michelle Heiliger present. City Staff present were City Attorney Paul Rost, City Clerk Abbie Ogborn, Police Chief Tom Canavan, Lieutenant Aaron Sutton, Treasurer Megan Pohl, and Parks Director Stuart Bruning. Others present were Jack Underwood with the Warren County Record, Billy Ivie, Kim Fast, Larry Zuhone, Joe Purl, Nancy Huster, Donna Sunderhuse, Cheryl and Doc Doolittle, Justin and Nicci Fears.

Pledge of Allegiance

Mayor Heiliger led the Pledge of Allegiance.

Approval of Agenda

Alderman Owens moved to amend the agenda as presented. Alderman Arbuthnot seconded the motion 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 Owens moved to approve minutes from the January 23rd Board meeting. Alderman Arbuthnot seconded the motion 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.

Financial Reports

None

Public Comments

None

Public Hearing

None

Recommendations from Planning and Zoning

None

Old Business

Additional Topographic Survey 62-Acre Park – This item, originally scheduled for the December 26, 2024, meeting, was postponed allowing staff to contact Bax Engineering and clarify how the remaining \$11,300 credit was utilized. Ms. Ogborn informed the Board that the credit the city always referred to was not paid credit to Bax, but instead an unused budget from the initial estimate provided from Bax in 2019 for what the park project estimates were. The invoices submitted to the city have been paid therefore there was no action required.

Roelker Road Update – The Police Department used drones along Roelker Road to monitor school traffic during the morning and afternoon. Based on their observations, they provided recommendations to improve traffic flow into the school parking lots and along Roelker Road. The first recommendation is to remove the stop sign for northbound traffic on Roelker Road approaching the intersection with West 2nd Street North. Additionally, signs will be installed on West 2nd Street North stating, “Cross traffic does not stop,” and on Roelker Road stating, “Do not block intersection.” At the railroad crossing, lines will be painted on the roadway to remind students not to park on or near the tracks if traffic backs up. The second recommendation is to adjust traffic flow at the school entrances by making the southern entrance as entrance-only, designating the middle entrance as exit-only, and converting the two-lane drive-in front of the school from two-way to one-way to allow two lanes for pick-up and drop-off. It was also recommended to add a four-way stop at the intersection of the northernmost entrance of the school, Roelker Road, and Horseshoe Court. This intersection is planned to be signalized with flashing indicators during school hours or when students are present to allow traffic to move more efficiently and enable turns in all directions. This setup will allow the four-way stop to be inactive on weekends unless student activities are in progress.

Road Impact Fees – Mayor Heiliger would like the Board to resume the conversation of applying Road Impact Fees to developers along thoroughfares in the city. These funds would be utilized to repair infrastructure damaged by the development. The Board discussed creating an ordinance not to be for a specific road, but to incorporate the entire city. This item will be presented at the next workshop meeting.

New Business

62-acre Park Skatepark Design Contract – The Board was presented with a contract from American Ramp Company for the conceptual design phase of the Skatepark Project in the amount of \$14,500.00. Alderman Owens moved to accept the proposal as submitted and to use funds from the awarded grant to cover the costs. Alderman Arbuthnot seconded the motion 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.

Personnel Policy Update – Mayor Heiliger presented the Board with an update to the Personnel Policy. Alderman Arbuthnot moved to approve the updated policy as presented. Alderman Andrews seconded the motion 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.

2024 Budget Recap – Ms. Ogborn provided a budget summary of 2024. All departments came in under budget, creating surplus at year end. It is credited to all department heads who remained fiscally responsible and operated on a need’s basis. This is the first balanced budget just relying on general revenue in 5 years.

WM Financial Annual Filing Services – WM Financial provides financial consulting services for the city bonds and has submitted a proposal in the amount of \$800.00 to file the required annual reports. Alderman Owens moved to accept the proposal. Alderman Arbuthnot seconded the motion 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.

Magnet Forensics Scholarship Recipient – Detective Holmes - Detective James Holmes has been the recipient of the 2024-2025 Magnet Forensics Scholarship that will allow him to receive additional training and attend a conference in Nashville later this year. A press release announcing the award will be in March 2025.

American Bank Savings Accounts for Fire Restorations – City Ordinance requires insurance companies to write the city a check for a specific percentage of the insurance claims for fire damages and for the city to deposit these funds into an interest-baring account. Alderman Arbuthnot moved to open two savings accounts at American Bank and designate Abbie Ogborn, Megal Pohl, and Michelle Heiliger as the account signers. Alderman Owens seconded the motion 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.

2025 Blue and Gold Auction Items – Alderman Andrews moved to auction off naming rights for the street in front of City hall, two VIP parking spots for Strassenbash, and a ride to school from a Police Officer at the 2025 Blue and Gold event. Alderman Arbuthnot seconded the motion 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

Bill # 03-25 AN ORDINANCE ACCEPTING PORTIONS OF CERTAIN STREETS AND ACCEPTING CERTAIN EASEMENTS AS SHOWN ON THE SUBDIVISION PLAT OF “PERUQUE CREEK MANOR PLAT ONE” BY THE CITY OF WRIGHT CITY, MISSOURI.

Ms. Ogborn read the Bill by title. Alderman Hakim moved to read Bill #03-25 a second time.

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

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

Ms. Ogborn read Bill a second time by title. Alderman Arbuthnot moved for final passage.

Alderman Owens seconded the motion 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. Said Bill was thereupon presented to the Mayor and President of the Board of Aldermen for their signature and approval and duly signed becomes Ordinance #1076 of the City of Wright City, Missouri.

Bill # 04-25 AN ORDINANCE AMENDING THE WRIGHT CITY MUNICIPAL CODE TO ADD CHAPTER 250 PERTAINING TO SNOW MANAGEMENT. Ms. Ogborn read the Bill by title. Alderman Hakim moved to read Bill #04-25 a second time. Alderman Arbuthnot seconded it and the voice vote was as follows:

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

Ms. Ogborn read Bill a second time by title. Alderman Andrews moved for final passage.

Alderman Arbuthnot seconded the motion 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. Said Bill was thereupon presented to the Mayor and President of the Board of Aldermen for their signature and approval and duly signed becomes Ordinance #1077 of the City of Wright City, Missouri.

Reports

Parks – The magic show on January 25th was well attended. The Teddy Bear Tea Party will be February 15th.

Public Works – Mr. Roettger was on vacation and a report was available for review.

Building Official – There was no report for review.

Police – Sargeant Monroe has attended training this week. The new Detective vehicle is currently being outfitted.

City Hall – The Deputy City Clerk will start employment on Monday, January 27th, 2025. Interviews have been conducted for the Prosecuting Assistant Clerk position. Preparations to discuss the city’s comprehensive plan will begin in February 2025.

Treasurer – There were no questions for Ms. Pohl.

Review/Approval of Bills

Alderman Andrews moved to pay the bills in the amount of \$105,146.92. Alderman Owens seconded the motion 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 the number of families it continues to serve. Fish Fry's begin on March 7th. Backstoppers will be held on February 15th. The Lions Club and FFA will host a comedy night on February 22nd. The Mercy Mammography van will be in Warrenton later this month. Blue and Gold is on March 15th. A group of students has reached out to create a Government Club where they will shadow the Board of Aldermen and the city. A trivia night on April 11th will raise funds for a teacher's daughter who has cancer.

Final Questions

Jack Underwood asked for copies of the Snow Management Ordinance and Bid Documents relating to the Skatepark Project. Nancy Huster asked who was responsible for the 4-way stop at Veterans Memorial Parkway and Elm Street and was directed to contact MoDOT.

Vote to Enter Closed Session

Alderman Andrews moved to enter closed session at 8:02 p.m. Alderman Arbuthnot seconded it and roll call was taken with the following vote:

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

The motion was approved 4-0.

Vote to Exit Closed Session

Alderman Arbuthnot moved to leave closed session at 9:27 p.m. Alderman Andrews seconded it and roll call was taken with the following vote:

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

The motion was approved 4-0.

Alderman Owens asked if the Roelker Road Bid Packet will include the installation of guardrails along Peruque Creek.

Mayor Heiliger informed the Board that any repairs to West 2nd Street would require the city to replace culverts along the roadway.

The Board discussed adding West 2nd Street to the Roelker Road project and bid them out as one large project and pave to the Elm Street intersection.

Alderman Hakim asked if the Marijuana Tax would impact businesses who sell CBD or Delta 8. The City Attorney stated no, they would not be affected by the proposed sales tax.

City staff are working with NOC to fix issues with the dais and determine the best solution for city issued devices for the Board.

Adjournment

Alderman Andrews moved to adjourn the meeting at 9:40 p.m. Alderman Owens 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: _____