

**Minutes of July Meeting
Flint Hill Board of Aldermen
Held on July 16th, 2008 @ 7:00 p.m.
Knight's of Columbus Lower Level**

Members present and absent:

Mayor Doug Wynn – present
Alderman Roy Scott – present
Alderman David Schmidt – present
Alderman Jackie Jackson – present
Alderman Chris Jacobsen – present

City Engineer Jim Dunajcik, GBA
City Attorney Matt Fairless, Hazelwood & Weber

The July Board of Aldermen meeting was called to order at 7:00 p.m.

1st Item:

Alderman Scott makes a motion to approve the agenda as presented. Alderman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

A copy of the written June 19th, 2008 minutes was emailed (as requested) to the Board of Aldermen in advance of the meeting. The city clerk asked if everyone had received copies of the minutes. All had. Alderman Schmidt made a motion to approve the minutes. The motion was seconded by Alderman Scott. The city clerk reports 4 “yes”, 0 “no”, and “0” abstain. The minutes for the June 2008 Board of Aldermen meeting stand approved on this day, July 16th, 2008.

2nd Item: Planning & Zoning Commission Report

Alderman Jackson reported the City of Wentzville did not attend the meeting. Mr. Bensing, City of Wentzville Public Works Director incorrectly recorded the meeting date and time.

3rd Item: Bill 284 — Waste Water Agreement

City Attorney Fairless reported there had been no changes to the agreement since the City of Wentzville advised the City of their requirements. The new Wentzville City Administrator believed the agreement should be stricter. Wentzville's City Attorney Rost asked to be allowed some time to work with the City Administrator. Wentzville's City Administrator is requesting to meet with the committee that had developed the previously recommended agreement.

Alderman Scott made a motion to table Bill 284 until the next meeting. Alderman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

4th Item: Bill 2008-13 — Off-Street Parking

Alderman Jacobsen made a motion to introduce Bill 2008-013. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

City Engineer Dunajcik explained the changes to this ordinance. It permits access through residential property to agricultural property as long as it does not attach to a public street.

Alderman Jacobsen expressed concerns asking to keep the first fifty or one hundred feet from the public street easement hard surfaced. Alderman Schmidt requested to have the driveways hard surface to the front of the residence for front entry garage, to the rear of the residence for a side entry garage, and thirty-two feet to the rear of the residence for rear entry garage.

Alderman Jacobsen made a motion to table Bill 2008-013. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes.

5th Item: Engineering report

- Inspections –
 - Pool final inspection on Hillary Circle
 - Final inspection – K&R Wholesale
- Miscellaneous – City Engineer Dunajcik distributed a detailed flow meter data.

6th Item: Sewer/Waste Water Updates

161 users on the waste water system. Twenty-two accounts are past due. Five liens are on properties that are habitually delinquent by six months or more. Ordinance #81 allows liens to be placed on accounts 45 days past due. Letters were sent to four property owners on July 2nd, 2008, for accounts six months past due. These accounts are not usually past due. A check from one resident was returned to the City for “not sufficient funds.” The City does not have a policy regarding bad checks.

Alderman Jacobsen asked about a Waste Water Administration Policy. City Attorney Fairless stated he would develop one before the next board meeting.

7th Item: Communications from the Mayor

Mayor Wynn asked about the debris (tree limbs, etc) in the detention basin in Town & Country Acres. City Engineer Dunajcik recommends starting with the Home Owner’s Association for enforcement.

8th Item: Communications from the Board

Alderwoman asked if the standing water at 5020 Hwy P was removed. The city clerk reported it has been corrected.

Alderman Jacobsen asked about deadlines for items to go before the Planning and Zoning Commission and the Board of Aldermen. Alderman Schmidt recommends holding the Planning and Zoning Commission meeting at least one week prior to the Board of Aldermen meeting so the Board of Aldermen would have sufficient time to review the items with Planning and Zoning Commission comments prior to the Board of Aldermen meeting.

Alderman Schmidt asked if any further information has been received from Amerigas. He requested the City Clerk or City Engineer follow up with the operations manager at Amerigas.

Alderman Jacobsen asked about sludge storage questions on the City of Wentzville Waste Water Treatment Plant. City Engineer Dunajcik reported the situation involves Department of Natural Resources (DNR) regulations. City Attorney Fairless advised contacting DNR regarding the permit applications.

9th Item: Communication from the City Attorney

City Attorney Fairless asked to have a closed session for privileged communications later in the meeting.

10th Item: Clerk's Report

- Meeting date will be Thursday, August 21st, 2008, at 7p.m.
- Planning & Zoning meeting Monday, August 11th, 2008, at 7p.m.
- Motto submission: "Flint Hill: A hidden spark of St. Charles County"
- The Knights desire to tint the basement doors and as such, the City's sign and posted notices will no longer be visible. An enclosed bulletin board mounted on the outside of the building adjacent to the office doors is an acceptable alternative for posting notices. The cost for such enclosed boards start around \$250-300.
- City credit card for expenses. At this point, any minor expenses, postage, office supplies, liens, etc., the city clerk has paid for out of pocket and gets reimbursed by the City at the next board meeting. The city clerk is no longer able to front such expenses and recommends the City look into a credit card for such expenses.
- The lease is up in October for the City Office at the KC Hall.
- A tentative 2009 Budget will be presented at the next Board meeting
- A new business license ordinance needs to be developed. New requirements from the State go into effect on January 1, 2009. The new ordinance also needs to contain revocation procedures.

11th Item: Open Forum

Jim Peanick addressed the Board regarding the Knight's of Columbus parking lot. The Knight's have gotten quotes but the prices have increased dramatically since the spring. Mayor Wynn asked the Knight's present a proposal for the parking lot at the September Board meeting.

Greg Kneemiller addressed the Board regarding Bear's Tavern. Mr. Kneemiller stated he reviewed items with Tracy from GBA at his business and she verbally told him what he planned to do was acceptable and he began work. When he contacted Tracy regarding another issue, she informed Mr. Kneemiller he was not supposed to be working in the business. Mr. Kneemiller stated he did not know he was not to work without a building permit. Mr. Kneemiller also stated he will continue to work without permits because he will not "sit still." City Engineer Dunajcik advised Mr. Kneemiller once again that only cosmetic work is to take place until building permits are issued. City Attorney Fairless advised Mr. Kneemiller to follow City Engineer Dunajcik's recommendations.

12th Item: Treasurer's Report/Approval of Monthly Bills

Budget Performance Report for January – June 2008 has been completed. Overall, revenue is exceeding budgeted amount. Overall expenses are exceeding budgeted amount. Two budget line items are substantial: legal fees and professional engineering expenses. The professional engineering line item includes expenditures for flow meter design and grant applications. A complete report is provided for each of the elected officials and available to the public.

One CDARs account is reaching maturity on July 24th, 2008. The amount with anticipated interest is \$25,669.39. To provide for the expected overages, Alderman Scott made a motion to withdraw the CDARs account reaching maturity on July 24th, 2008. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderman Scott made a motion to approve payment of the General Fund bills in the amount of \$17,936.31, Waste Water Fund bills in the amount of \$6,346.52, and to approve the Treasurer's Report. Alderman Schmidt seconded the motion. The city clerk reports 4 “yes”, 0 “no”, and 0 “abstain.” Motion carried.

13th Item: Closed Session

Alderman Schmidt made a motion to go into Closed Session for Privileged Communications with the City Attorney as permitted until RSMo §610.021(1). Alderman Jacobsen seconded the motion. The City Clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

No decisions were made in the Closed Session.

14th Item: Adjournment

There being no further business to discuss, Alderman Scott made a motion to adjourn. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Meeting adjourned.

Respectfully submitted,

Melissa J. Burton
City Clerk