

**Minutes of July Meeting
Flint Hill Board of Aldermen
Held on August 21st, 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 August Board of Aldermen meeting was called to order at 7:00 p.m.

1st Item:

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

A copy of the written July 16th, 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 Scott made a motion to approve the minutes. The motion was seconded by Alderman Schmidt. The city clerk reports 4 “yes”, 0 “no”, and “0” abstain. The minutes for the July 2008 Board of Aldermen meeting stand approved on this day, August 21st, 2008.

2nd Item: City of Wentzville Waste Water Treatment Plant Site Plan

Doug Forbeck and City Administrator Diana Wright presented information on the Bio-solid Accessory Storage Facility. This presentation was for site plan review only. It will be a 60’x60’ open air storage building like a pavilion or carport. It will have four foot high concrete walls on three sides of the building. Bio-solid will be no higher than the wall. It is a natural product, not necessarily a waste, and should not have an odor since it is a dry product.

Mr. Peanick, an adjacent landowner, requested a birm or vegetation surrounding the site. Mr. Forbeck said he would give his request to the Public Works Director, Bill Bensing. Mr. Peanick also raised concern about flooding. Mr. Forbeck noted the placement of the concrete pad was 3 inches below the 100 year flood plain and any storm water captured in the storage building would be sent through the waste water system for processing. City Engineer Dunajcik stated DNR regulations require facilities such as these to be out of the 25 year flood plain.

Mr. Blattel asked the Board to table this item until the road situation is rectified with a concrete and enforceable agreement on the completion.

City of Wentzville has received DNR permits and is in process for the Wentzville Fire Protection District permit.

3rd Item: Planning & Zoning Commission Report & Recommendations

At the request of the Mayor, the city clerk read the motion from the Planning & Zoning Commission. The motion is as follows:

Doc Barrick made a motion to recommend approval of the Site Plan to Board of Alderman with the following conditions: variance is applied for and received from the Board of Adjustment for the gravel parking and circulation areas within the Waste Water Plant, and an additional agreement is reached between the City of Wentzville and the City of Flint Hill regarding the current road being vacated and released to the landowner or paved. DJ Becker seconded the motion. The City Clerk reports 6 “yes,” 0 “no,” and 1 “abstain” votes. Motion carried.

4th Item: Knight’s of Columbus Parking Lot – Jim Peanick

Mr. Peanick addressed the Board regarding a hard surface for the K.C. Parking Lot. They had received bids for asphalt but the cost is too high. They plan to make the lot concrete, starting within two weeks and completing it in phases. They plan to have the whole lot completed by the end of the year. The parking lot will be five inches thick with the driveway and dumpster area six inches thick.

Alderman Jacobsen requested Mr. Peanick return to the next Board meeting with a site plan drawing showing the phases in which they plan to complete the parking lot and the planned deadline for each phase. City Engineer Dunajcik stated he needs to see the site plan revision including the larger parking lot. City Attorney Fairless recommended a revised site plan to “push out” the deadlines. Mr. Peanick was instructed to get a site plan drawing to City Engineer Dunajcik and City Attorney Fairless so a new resolution can be drawn up to allow for an extension for the gravel parking lot.

Mr. Peanick also stated the Knight’s would like for the City to remain tenants. City Attorney Fairless to prepare lease for the next meeting.

5th Item: Bill 276 — Providing for Amending of the Planning & Zoning Ordinance

City Attorney Fairless updated the Board regarding the progress of the Waste Water Agreement. The tap fee apportionment is still being reviewed. Tap fees are to recoup the investment in the City system and provide for capital improvement.

The City of Wentzville stated they are currently at seventy percent capacity but at a committed capacity of 117 percent, which includes all planned developments in the service area. The committed capacity is the reason for the reduced amount of capacity offered to the City of Flint Hill. As the capacity of the plant is increased with plant expansion, the City of Flint Hill can have amount increased.

Alderman Schmidt made a motion to table Bill 276 until the next meeting. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

6th Item: Bill 2008-13 Off-Street Parking

Alderman Jacobsen made a motion to bring Bill 2008-13 from the table. Alderman Scott seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

There was discussion regarding the minimum width of private drives.

Alderman Scott made a motion to read Bill 2008-13 in the short form. Alderman Schmidt seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderman Jacobsen made a motion to amend Section 1B width 15 feet to 10 feet. 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 read Bill 2008-13 a second time in the short form. Alderman Jacobsen seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderman Scott made a motion to vote. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Vote:

Alderman Dave Schmidt – yes
Alderman Roy Scott – yes
Alderwoman Jackie Jackson – yes
Alderman Chris Jacobsen – yes

Ordinance # 2008-013

7th Item: Bill 2008-14 – Waste Water Administration

Alderman Scott made a motion to introduce Bill 2008-14. Alderman Schmidt seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderman Jacobsen made a motion to read Bill 2008-14 in the short form. Alderman Scott seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderman Jacobsen made a motion to read Bill 2008-14 a second time in the short form. 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 vote. Alderman Jacobsen seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Vote:

Alderman Dave Schmidt – yes
Alderman Roy Scott – yes
Alderwoman Jackie Jackson – yes
Alderman Chris Jacobsen – yes

Ordinance # 2008-014

8th Item: Bill 2008-15 – City of Wentzville Waste Water Treatment Plant Site Plan

Alderman Scott made a motion to introduce Bill 2008-15. 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 read Bill 2008-15 in the short form. 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 read Bill 2008-15 a second time in the short form. Alderman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

Alderwoman Jackson made a motion to vote. Alderman Schmidt seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.
Vote:

Alderman Dave Schmidt – no
Alderman Roy Scott – yes
Alderwoman Jackie Jackson – yes
Alderman Chris Jacobsen – yes

Ordinance # 2008-15

9th Item: Business License Ordinance Discussion

The City Clerk noted there were copies of Business License Ordinance from other municipalities in the folders. The Board was asked to review the ordinances and provide notes at the next meeting regarding items of interest for a new business license ordinance for the City.

10th Item: 2009 Budget Discussion

The city clerk stated it is time to review the 2009 Budget. The Board was asked to review items to possibly put on the 2009 Budget or areas to change and bring ideas to the next meeting.

11th Item: Planning & Zoning Commission/Board of Adjustment Appointments

The City Clerk reported there are two member vacancies and 2 alternate member vacancies on the Board of Adjustment. The number of members on the Board of Adjustment is set by State Statute for Fourth Class Cities.

The Planning and Zoning Commission currently has 11 members, including the Mayor and one alderman. State Statute sets the number of members on the Planning and Zoning Commission to 7-15 members. A survey of similar sized municipalities show that with the exception of Weldon Spring, the City of Flint Hill has the largest Planning and Zoning Commission. Weldon Spring also has 11 seated members on their Commission.

The City Clerk recommends contacting former Planning and Zoning Commission members to ask if they would be willing to serve on the Board of Adjustment because the time consumption is lower. If we are still unable to fill the Board of Adjustment positions, another option would be to ask members of the Planning and Zoning to step down from the Planning and Zoning Commission to serve on the Board of Adjustment.

Mayor Wynn stated he would contact some former planning and zoning commissioners and ask them to serve on the Board of Adjustment.

12th Item: Engineering report

- Building Permits - none
- Inspections –
 - Final inspection – 118 Townview – detached garage
 - Rough Electric – Lot 4 Allen Ridge

- Sewer Agreement – In researching sites for the waste water meters, easement issues have been noted. The City needs to acquire easement rights on two existing vaults. Fees are usually \$1500 plus fees to the homeowner.
- Renovation Services & trailers on adjacent property –
 - Renovation Services is zoned I-1.
 - Adjacent vacant property, where trailers are located, is zoned C-2.
 - Renovation Services rent 1 or 2 of the trailers for storage.
 - Trailers are not street legal and unable to be moved.

The Board directs the city clerk to research the trailers on that property. Alderman Scott seems to recall an agreement to have the trailers moved within a certain amount of time.

- Waste Water System Plan Scope – see attached. This is to track assets of the City to potentially issue bonds.
- County Road Board – The County Road Board met. The City's application for the Mexico Road realignment was not approved but was asked to determine the City's interest in being involved in an environmental study to be funded in 2011. The City could ask to be on the list for unused allocated funds for this year.

13th Item: Sewer/Waste Water Updates

There are currently 161 users on the Waste Water System. Fourteen accounts are past due. There are five liens on properties. Another lien will be placed on Monday, August 25th, 2008. Two past due accounts are not occupied by the homeowner. Liens will be placed after proper notification according to the new Waste Water Administration Procedures.

Next waste water billing is September 2nd. The newsletter will contain information on the new Waste Water Administration Procedures.

14th Item: Communications from the Mayor – nothing at this time.

15th Item: Communications from the Board

Alderman Jacobsen asked if there had been a permit issued on Bear's Tavern. City Engineer Dunajcik stated nothing has been received.

16th Item: Communication from the City Attorney – nothing at this time.

17th Item: City Clerk's report

- The next meeting date will be Wednesday, September 17th, 2008. Alderman Jacobsen made a motion to move the meeting time to 6p.m. Alderwoman Jackson seconded the motion. The city clerk reports 4 "yes," 0 "no," and 0 "abstain" votes. Motion carried.
- The next joint work session date will be Monday, September 15th, 2008, at 6p.m. - Letters will be sent to adjacent landowners, inviting them to the joint work session to discuss development and annexation.
- The City Clerk will be at the Missouri Municipal League conference Sunday, September 7th, through Wednesday, September 10th. The office will be open Thursday and Friday that week, returning to normal business hours on Monday, September 15th, 2008.

- Archer Engineering dropped off qualification packets.
- Amerigas is still working towards reconstructing Flint Hill location. Estimated time for return is by January 2009.

18th Item: Open Forum

Mr. Blattel asked again for the road used by the City of Wentzville on his property to be hard surfaced. He asked for an enforceable agreement.

Mr. Peanick asked about one acre minimum lots to be waived for his McHugh Road property. He states ECM is willing to provide water to the property and a contract between ECM and the City of Wentzville for waste water provision, all to be maintained by ECM. Mayor Wynn recommended Mr. Peanick attend the Planning & Zoning Joint Work Session on September 15th, 2008.

19th Item: Approval of Monthly Bills

The city clerk reported Enterprise Bank would not abide by the two signature requirement as set forth in Resolution #134 of the City of Flint Hill.

The city clerk also noted there is a correction to the bills from the General Fund. Check #3522 in the amount of \$805. The check is payable to City of Flint Hill Waste Water Fund to subsidize WW Fund expenses. Alderman Schmidt made a motion to approve payment of the General Fund bills in the amount of \$39,036.31, and Waste Water Fund bills in the amount of \$4,256.33. Alderman Jacobsen seconded the motion. The city clerk reports 4 “yes”, 0 “no”, and 0 “abstain.” Motion carried.

The city clerk noted another CDARs account was due August 21st, 2008, and under the direction of Mayor Wynn, the amount was withdrawn for use in the General Fund. Alderman Schmidt made a motion to ratify the withdrawal of the CDARs account for deposit in the General Fund. Alderwoman Jackson seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

12th: Closed Session

Alderman Schmidt made a motion to go into closed session for personnel topics. Alderman Jacobsen seconded the motion. The city clerk reports 4 “yes,” 0 “no,” and 0 “abstain” votes. Motion carried.

While in closed session, the Board approved a request for health and dental insurance by the city clerk, providing a \$210 per month allotment for such.

13th: Adjournment

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

Respectfully submitted,

Melissa J. Burton, MRCC/CMC
City Clerk