

**Minutes of February Meeting  
Flint Hill Board of Aldermen  
Held on February 22<sup>nd</sup>, 2007 @ 7:00 p.m.  
Knight's of Columbus Upper Level**

Members present and absent:

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

Members of the Public: Jim Dunjacik, GBA

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

1<sup>st</sup> Item: A copy of the written January minutes were 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. Seconded by Alderman Widaman. The city clerk reports 4 “yes”, 0 “no”, and “0” abstain. The minutes for the January 2007 Board of Aldermen meeting stand approved on this day, February 22<sup>nd</sup>, 2007.

2<sup>nd</sup> Item: Bill 278 — Providing for Annexation of Fort Zumwalt School District  
Jim Dunjacik stated Fort Zumwalt School District is meeting with their attorney to develop a pre-annexation agreement. Alderman Scott made a motion to table Bill 278. Alderman Schmidt seconded the motion. The city clerk reports 4 “yes”, 0 “no”, and “0” abstain. Motion carried.

3<sup>rd</sup> Item: Engineering report – Jim Dunjacik, GBA

- Building Permits – nothing to report.
- Inspections – Flint Hill Country Estates Lot 10 should have a final occupancy inspection in the near future. On-going inspections for the City of Wentzville’s Waste Water Treatment Plant.
- Sewer Agreement – The City of Wentzville is still looking into the legality of reducing the fees as requested at the meeting with Wentzville in January. A detailed report was issued on the status of metering the connections of the Waste Water system. (Report is attached.)
- Water System – Nothing this evening.
- Miscellaneous – Carmen Mannino is asking about rezoning 5020 Hwy P to a commercial zoning. He was informed the adjacent property owners would need to voluntarily rezone in order to make the plan feasible.

4<sup>th</sup> Item: Sewer & Water Updates  
Nothing to add from the engineering report.

5<sup>th</sup> Item:        Communications from the Mayor  
                  Work Session scheduled for March 7<sup>th</sup>, 2007, at 6pm. The agenda should include:  
Waste Water System, Fort Zumwalt School District property annexation, and Water System.

6<sup>th</sup> Item:        Communications from the Board of Aldermen  
                  The Board requested O'Fallon Sewer Service be contacted to secure the wet well  
hatches on the sewer system locations B & F. Additionally, the clerk should contact  
someone to run checks on the diesel generator at Town & Country Acres.  
                  Alderman Schmidt requested the clerk start looking for a copy machine for the city  
office.

7<sup>th</sup> Item:        Clerk's Report

- Meeting Date for March – March 21<sup>st</sup>, 2007
  - Sales Tax Revenues: The city clerk initiated a sales tax revenue of all businesses in the City of Flint Hill based on training received in January. The review resulted in six businesses that were improperly registered with the State of Missouri. Three of the businesses file monthly, while the remaining file quarterly. For the monthly sales tax filers, the sales tax revenue will be correct effective March 2007 filing. The quarterly sales tax filers will be corrected effective April 2007 filing. According to the DOR representative, the City of Flint Hill should notice a substantial increase in sales tax revenues with these corrections.
  - Newsletter articles are due by February 26<sup>th</sup>, 2007. The clerk needs articles from Mayor Wynn and Aldermen Schmidt and Scott.
  - Training Opportunities:
    - Court Clerk's Spring Seminar – March 1-2, 2007, Columbia, MO. The clerk will not be attending this session. Topics do not apply to the City of Flint Hill's municipal court
    - City Clerk's Spring Institute and Master Academy – March 12-15, 2007, Lodge of the Four Seasons. Total Cost: \$780 (\$290/courses, \$349.60/lodging, & \$140/mileage)
- One of the following as the dates conflict:
- Court Clerk's Annual Conference – May 21-25, 2007, Tan-Tar-A. Total Cost: \$702 (\$150/training, \$412.00/lodging, & \$140 mileage)
  - International Institute of Municipal Clerks Conference – May 22-26, 2007, New Orleans, LA. Total Estimated Cost: \$1305 (\$545/training, \$560 lodging, & \$200/travel)

Alderman Schmidt made a motion to send the City Clerk to the IIMC Conference in New Orleans and share lodging expenses. Alderman Scott seconded the motion. The city clerk reports 4 "yes", 0 "no", and "0" abstain. Motion carried.

- Certifications:
  - Certified Municipal Clerk and Missouri Registered City Clerk: Both certifications require 100 points. The city clerk currently has 75 points towards certification.
  - Certified Court Administrator: 100 points and 4 years in the position required. The clerk currently has 72 points and 1 ½ year toward certification.

- Miscellaneous: The City of Flint Hill's website should be online Monday, February 26, 2007. The clerk requested page ideas for the website. The following were recommended by the clerk, Mayor, and Board:
  - Main page:
    - Address
    - Phone
    - Clerk's email
    - Office location
    - Office hours
    - Board of Aldermen Meeting 3<sup>rd</sup> Wednesday of the month, 7 p.m.
  - Meet your elected official page
    - Mayor
    - Ward 1 Alderman
    - Ward 1 Alderman
    - Ward 2 Alderman
    - Ward 2 Alderman
  - Announcements/Meeting Agenda page
  - Newsletter page (pdf format)
  - History of Flint Hill page

8<sup>th</sup> Item: Open Forum – no one in attendance.

9<sup>th</sup> Item: Approval of Monthly Bills

Alderman Scott made a motion to approve payment of the General Fund bills in the amount of \$13,384.01 and Waste Water Fund bills in the amount of \$8,025.42. Alderman Jacobsen seconded the motion. The city clerk reports 4 "yes", 0 "no", and 0 "abstain." Motion carried.

10<sup>th</sup> Item: Closed Session – not needed this evening.

11<sup>th</sup> Item: Adjournment

There being no further business to discuss, Alderman Scott made a motion to adjourn. Alderman Schmidt seconded the motion. The city clerk reports 4 "yes", 0 "no", and 0 "abstain." Motion carried.

Respectfully submitted,

Melissa J. Burton  
City Clerk