

**Minutes of March Meeting  
Flint Hill Board of Aldermen  
Held on March 21<sup>st</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 – absent  
Alderman Chris Jacobsen – present

Members of the Public: Don & Jean Becker, Austin Barrick, and Jim Dunjacik, GBA

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

1<sup>st</sup> Item: A copy of the written February 21<sup>st</sup>, 2007, minutes and March 7<sup>th</sup>, 2007, work session 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 Scott made a motion to approve the minutes. The motion was seconded by Alderman Schmidt. The city clerk reports 3 “yes”, 0 “no”, and “0” abstain. The minutes for the February 2006 Board of Aldermen meeting and March 7<sup>th</sup>, 2007, work session stand approved on this day, March 21<sup>st</sup>, 2007.

2<sup>nd</sup> Item: Engineering report

- Building Permits
  - Permit application has been submitted for the sign for Tri-County Fence company.
  - Crossroads Development contacted GBA regarding upcoming record plat, site plan, and future building permits.
- Inspections – Final inspections on the following homes:
  - Lot 41 (FHCE) 137 Hillary Circle (expected this week)
  - 108 Hillary Circle
  - 10 N. Jessie Court
- Sewer Agreement – O’Fallon Sewer inspected the lift stations and made recommendations on March 20<sup>th</sup>, 2007. No new information available on the sewer agreement.
- Water System – Mr. Dunjacik reported on the meeting with Alliance on March 20<sup>th</sup>, 2007. Alliance is currently in negotiations with the City of Wentzville for bulk water service; one 8” line that already runs to the WWTP can service the Peanick property. Alliance is also considering an additional 8” line connection in Highland Estates to service the south portion of the City of Flint Hill on Mexico Road when the water tower reaches capacity. Alliance is not sure of the City of Wentzville’s water capacity so new wells and towers will be unavoidable in the future. Alliance also mentioned they would be interested in purchasing and taking over the City of Flint

Hill's waste water system. Representatives from Alliance would discuss the option with their board.

- Miscellaneous – Bax Engineering contact GBA regarding a meeting between the Fort Zumwalt School District and the City of Flint Hill. The City Attorney, Charles Niedner, will be attempting to set up an appointment with FZSD's attorney.

3<sup>rd</sup> Item: Waste Water Updates

The City of Flint Hill currently services 155 users on the Waste Water System. There has been significant interest in Proposition 1 for the April 3<sup>rd</sup>, 2007, election.

Steve Soltysiak from O'Fallon Sewer Service inspected all the lift stations except Town & Country Acres. The lift station behind the fire department was offline due to a blown circuit breaker. It is now online but will need further maintenance. The lift station at Mexico Road and Hwy P is working but not as it should be. The control box is completely out of commission and only one of the two pumps is working. Mr. Soltysiak fully expects the lift station to be out of service before he receives the parts for the repairs. Cost for the parts is expected to be approximately \$2700, not including labor.

Mr. Dunjacik inspected the same lift stations with the city clerk following Mr. Soltysiak's report and the recommendation to have the lids and the chains holding the pumps replaced.

Mr. Dunjacik also reported that the lift station adjacent to the creek at Hwy P near the Wentzville lift station has been offline for approximately ten years.

Alderman Jacobsen attended the meeting with Alliance and would encourage the City of Flint Hill to seek to have the waste water system purchased or taken over by Alliance. Alderman Jacobsen made a motion to have the City Engineer contact Alliance to begin appraisal of the waste water system. Alderman Schmidt seconded the motion. The city clerk reports 3 "yes", 0 "no", and 0 "abstain" votes. Motion carried.

4<sup>th</sup> Item: Communications from the Mayor  
Nothing at this time.

5<sup>th</sup> Item: Communications from the Board

Alderman Schmidt requested the city clerk ensure O'Fallon Sewer Service has secured the hatches on all the lift stations.

Alderman Jacobsen asked about updating the comprehensive plan. Mr. Dunjacik recommends waiting until the current water and sewer issues are resolved before revising the comprehensive plan.

9<sup>th</sup> Item: Clerk's report

- MoCCFOA Training – The city clerk reported that the Spring Institute for the Missouri City Clerk and Finance Officers Association was excellent and very beneficial. Topics included: Managing the Problems of Change, Communication Skills, Harassment in the Workplace, General Law, Parliamentary Procedure, Relationships with Council (Board), Retirement Plans, Legislative Update by the Missouri Municipal League, Human Resource Issues, Ethics, and Group & Personal Behaviors. The city clerk reported serving on the Newsletter Committee for the state

- association during the last year and has been asked to chair the committee for the upcoming year.
- GFOA Training Opportunity April 18<sup>th</sup> – 20<sup>th</sup>, 2007, in Lake Ozark. Topics will include: government accounting, TIFs, economic development, bond sales, choosing a software vendor, utility technologies, and pending legislation. Alderman Scott made a motion to send the City Clerk to the GFOA Training in April. Alderman Jacobsen seconded the motion. The city clerk reports 3 “yes”, 0 “no”, and 0 “abstain” votes. Motion carried.
  - Newly Elected Officials Training and Scholarship – The training is scheduled for June 14<sup>th</sup> – 15<sup>th</sup>, 2007, in Jefferson City. Four scholarships are being offered this year. Scholarship deadline is May 11<sup>th</sup>, 2007. Scholarship will cover conference registration and accommodations for June 14<sup>th</sup>, 2007. Alderman Jacobsen expressed interested in attending the Newly Elected Officials Training. The city clerk and Mayor will prepare a letter to recommended Alderman Jacobsen for the training scholarship to be signed at the next board meeting.
  - General and Waste Water Funds – The city clerk reported that the General Fund and Waste Water Funds are both through First Bank. The balances are combined for FDIC insurance purposes. Every quarter, the total combined in the accounts go over the FDIC insured amounts rather frequently during the first month after Waste Water billing goes out. It has been recommended by First Bank to transfer money from the General Fund, as needed into the First Bank interest bearing Money Market account when the balances are over the FDIC Insured amount. First Bank starts notification of the excess when the accounts are as little as \$100 over the FDIC insured amount. Alderman Schmidt made a motion to transfer funds from the First Bank General Fund account as needed to the First Bank Money Market account to keep the General Fund under the FDIC insured maximum amount of \$100,000. Alderman Scott seconded the motion. The city clerk reports 3 “yes”, 0 “no”, and 0 “abstain” votes. Motion carried.
  - Website – The city clerk asked if the board wished to have all recently approved minutes published to the website for the public, and what contact information they wished to have on website. The board asked that only city email addresses be put on the website. The next board meeting pictures will be taken of the elected officials to be placed on the website.
  - Request for Qualifications (RFQ) – As was recommended by the city attorney, the city clerk has begun to seek information on RFQs for the city engineer. It has been brought to clerk’s attention that RFQs may be needed for all contracted work; sewer system maintenance, banking, and potentially city attorney. RFQs should also be started for regular city engineering tasks, as well as, for the waste water system upgrade.

- Planning & Zoning Commission and Board of Adjustment upcoming vacancies – As of April 2007, there will be three vacancies on the Planning & Zoning Commission and 1 regular vacancy and 1 alternate vacancy on the Board of Adjustment. It has been recommended by other small municipalities to have residents submit an application if he or she are interested in serving on one of the resident boards. The clerk will send a letter and application to off-going members of the resident boards inviting them to reapply for the P&Z commission or Board of Adjustment, as well as postcards to all residents of the City of Flint Hill who have lived in the city more than one year and is not currently serving in the City of Flint Hill.
- Meeting Date for April is Monday, April 16<sup>th</sup>, 2007, due to Alderman Schmidt's conflicting work schedule.

10<sup>th</sup> Item: Open Forum

Mr. & Mrs. Jim Becker addressed the board regarding lot size, stating decreasing the minimum lot size would encourage more development in the City of Flint Hill. They believe one acre minimum is a hindrance to development. Additionally, they expressed concern there might be a rate increase if Alliance took over sewer service for the City of Flint Hill.

Dr. Austin Barrick addressed the board and questioned the feasibility of the new Fort Zumwalt elementary school being built in the City of Flint Hill. He questioned whether it is beneficial to the city to have the elementary school in the City of Flint Hill.

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

Alderman Schmidt made a motion to approve payment of the General Fund bills in the amount of \$18456.10 and Waste Water Fund bills in the amount of \$8,097.71. Alderman Jacobsen seconded the motion. The city clerk reports 3 "yes", 0 "no", and 0 "abstain." Motion carried.

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

13<sup>th</sup>: Adjournment

There being no further business to discuss, Alderman Scott made a motion to adjourn the meeting. Alderman Schmidt seconded the motion. The city clerk reports 3 "yes", 0 "no", and 0 "abstain" votes. Motion carried.

Respectfully submitted,

Melissa J. Burton  
City Clerk