

# Village of Ferrelview

205 NW Heady Ave Ferrelview, MO 64163 Phone: (816) 464-5010 Fax (816) 464-2383

## Meeting Minutes

Regular Session held on January 13th, 2026 at 5:30 PM

**In attendance were:**

**Board Members:** Elizabeth Damm, Shondreka Burney, Mathew Damm and Grant Lewton

**Village Staff:** City Administrator April Baxter & Chief Water Operator Kevin Turley

**Absent:** NONE

**Audience Members:** NONE

**1. Open Session**

**2. Call to Order-Chairman**

Chairman Elizabeth Damm called the regular session to order at 5:35 PM.

**3. Approval of Agenda**

Ms. Baxter asked for an amendment to the agenda to include item *12e. 525 Park Street Lot 42-Water Bill*

A motion was made by Mathew Damm to approve the addition of item 12e 525 Park Street Lot 42-Water Bill. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_

Mathew Damm-aye \_\_\_\_\_

Shondreka Burney-aye \_\_\_\_\_

Grant Lewton-absent \_\_\_\_\_

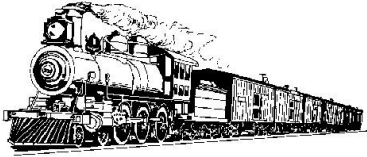
Motion Carries 3-0-0-1

A motion was made by Elizabeth Damm to approve the amended agenda. Motion was seconded by Mathew Damm.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_

Mathew Damm-aye \_\_\_\_\_



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Shondreka Burney-aye \_\_\_\_\_

Grant Lewton-absent \_\_\_\_\_

Motion Carries 3-0-0-1

Ms. Baxter presented the amended agenda to the Board of Trustees.

**a. Approval of Meeting Minutes;**

**a1. Regular Session 12/09/2026**

Ms. Baxter asked for the approval of the meeting minutes to be moved to the next regular session scheduled for 02/10/2026.

The Board gave unanimous consent to approve the meeting minutes from 12/09/2025 to the next regular session scheduled for 02/10/2026.

**5. Chairman: Elizabeth Damm**

**a. No New Business**

**6. Building Commissioner: Grant Lewton**

Item 6 Building Commissioner moved to later in the session, not present at time of agenda item (5:38 PM)

- a. Mobile Home Inspections: Ferrelwood MHP
- b. Building/Residential/Electrical Code Book Purchases

**7. Emergency, Health & Safety Commissioner: Mathew Damm**

**a. No New Business**

**8. Street Commissioner: Vacant**

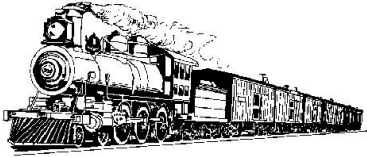
**9. Water Commissioner: Shondreka Burney**

**a. No New Business**

**10. Chief Water Operator: Kevin Turley**

**a. Water Leak Keith Drive**

Mr. Turley gave a status update on the progress of repairs for the service line leak located at 210 Keith Drive, Brightwell Estates, Ferrelview, MO. Mr. Turley stated that locates have been submitted but wants to know if they should be billed for the water loss if repairs are not made in a timely manner. Ms. Baxter added that 428 Garrison Ave reported wet conditions near their meter pit and Mr. Turley was sent to investigate. Mr. Turley did not find any City related issues and was unable to locate the source of the water. The resident at 210 Keith Drive reported a water leak possibly located under his home on December 30<sup>th</sup>, 2025 and this location is adjacent to 428 Garrison Ave. Ms. Baxter visited the location and noted a large presence of water near the skirting on the east side of the mobile home and contacted the property owner, Beth Caven and Chief Water Operator Kevin Turley. The Board and Mr. Turley discussed a set timeline for repairs. Ms. Burney and Mr. Turley agreed that official notification should be given to Brightwell



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Estates allowing seven (7) business days for necessary repairs. If repairs are not completed within the established timeline they may be billed for any water loss associated with this leak on their private property.

Mr. Lewton arrived at the session at approximately 5:42 PM.

## **6. Building Commissioner: Grant Lewton**

### **a. Mobile Home Inspections: Ferrelwood MHP**

Mr. Lewton stated that several inspections, all for new mobile homes, were recently completed and only found minor issues such as erosion control and GFCI outlet installation needed by all washer/dryer hook ups. Ms. Baxter stated that pictures have been submitted for the skirting repairs to 207 5<sup>th</sup> Street Lot 108 and an invoice was submitted for the repairs to the smoke detection system at 528 Garrison Ave Lot 47.

### **b. Building/Residential/Electrical Code Book Purchases**

Mr. Lewton stated that to ensure that codes are properly being followed that the newer Building & Electrical Code books should be purchased through the International Code Counsel (ICC). Ms. Baxter stated that a resolution to the 2026 Budget may need to be drafted to allow the extra expenditures as Building Code 2018 Redline Edition is \$285 and National Electrical Code Version 2017 is \$296. The Board agreed that it is a necessary expenditure and asked for Ms. Baxter to see if it could fit in the budget or to move forward with preparing a resolution.

## **11. Old Business**

### **a. No Old Business**

## **12. New Business**

### **a. Guardrail Damage**

Ms. Baxter stated that she wanted to bring recent guardrail damage on 1<sup>st</sup> Street to their attention. There were no reported accidents at that location. Mr. Damm shared his interest in placing a large boulder on the corner to help protect the stop sign at the insertion of 1<sup>st</sup> Street and Heady Avenue.

### **b. Lead & Copper Certification Submission**

Ms. Baxter stated that she sent out the notice required by the Missouri Department of Natural Resources on 12/31/2026 to all water utility customer who have not submitted a service line questionnaire.

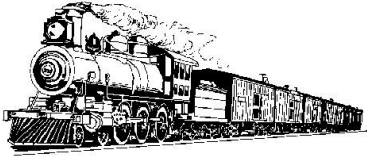
### **c. Extended Liquor Sales Hours**

Ms. Damm stated that the local liquor sales extension would only affect one business and he already has set business hours and has not notified the city with any interest in changing those for the 2026 World Cup. Ms. Baxter stated that the city is automatically opted into the extension which would allow 24-hour liquor sales during that period and if the city wanted to officially opt out a resolution would need to be passed and sent to the State of Missouri. Mr. Lewton suggest no action on the topic. The remaining Board members agreed. Item was tabled.

### **d. Earth Day-Dumpster Date Selection**

The Board selected the weekend of April 24<sup>th</sup>-April 26<sup>th</sup> for the Earth Day Community Clean-up.

### **e. 525 Park Street Lot 42-Water Bill**



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Ms. Baxter stated that when a new service request was received for 525 Park Street Lot 42 it was noticed that the meter had advanced significantly and she began to investigate. Ms. Baxter reached out to Betsy Kilker, property manager for Ferrelwood MHP and was informed that there had been a previous resident in the home. Ms. Baxter read email communications between herself and Ms. Kilker aloud to the Board of Trustee to give a better understanding to the scope of the situation. Ms. Baxter stated that the previous manager, Barb Selleck, asked for this address to be placed into an inactive status as the home was vacant and had been winterized by their maintenance team in November of 2023. Ms. Baxter stated at that time water was shut off within the meter pit and no further updates were given on the home until a new service request was received on 11/07/2025. Ms. Baxter explained that inactive accounts are not on the route list for monthly readings, only vacant accounts are monitored for usage. The area manager for GBH Property has asked for a credit of some type as the bill for the usage is over two thousand dollars. Mr. Lewton stated that since minimum monthly fees like the customer connection charge, primacy fee, and emergency maintenance fee were not paid for almost two years that it would best to hold firm on the charges. Mr. Turley and Mr. Damm added that they're not getting assessed any tampering fees and both agree to hold firm on the charges.

### 13. Treasurer April Baxter

#### a. Treasurer's Report: Monthly Billing Summaries: November 2025

Ms. Baxter submitted the monthly billing summaries for all accounts held by the Village of Ferrelview for review and approval.

A motion was made by Mathew Damm to pay the bills. Motion was seconded by Grant Lewton.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_

Mathew Damm-aye \_\_\_\_\_

Shondreka Burney-aye \_\_\_\_\_

Grant Lewton-aye \_\_\_\_\_

Motion Carries 4-0-0-0

#### b. 2025 Budget Profit vs. Loss

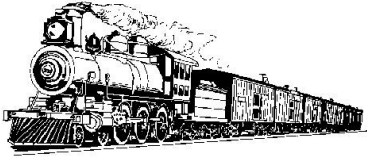
Ms. Baxter stated she would supply the 2025 Budget Profit vs Loss when she is finished preparing it.

### 14. Adjourn Meeting

A motion was made by Grant Lewton to adjourn the regular session. Motion was seconded by Mathew Damm.

Motion carries 4-0-0-0

The Regular Session was adjourned at 6:31 PM.



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The minutes of the meeting held on January 13, 2026 were approved by the Board of Trustees on this 10th day of February, 2026.

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Chairman of the Board

Attest:

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City Clerk