

**VILLAGE OF CENTERTOWN**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**September 29, 2017**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, September 29, 2017 by the Chairman Pro Tem, Celine Whitaker, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Celine Whitaker  
Heather Hunger  
Jesse Corona

Absent: Lucas Welch, John Doyle

PUBLIC PORTION: Leona Welch, aunt of resident Rita Lindenbush, wanted to discuss measures to be taken to declare Centertown a partial quiet zone for the Union Pacific Railroad. Trustee Corona discussed a possible timeframe of 10 p.m. to 6 a.m. Ms. Welch stated she had spoken to MoDOT and Federal Railroad. She stated that she was told since we talking partial there shouldn't be a problem, even with no gate at the Oak Street crossing. Harold Gillespie was the only name she could recall speaking with. Chairman Pro Tem Whitaker discussed having a Public Meeting to discuss with community. Public safety is a concern. Will look into following up on Ms. Welch's calls and scheduling a Public Meeting. Will post to water bill.

Martha Gleich, President of the Shangri La Court Home Owner's Association, inquired about the weeds in the ditch line across from Shangri La. Who is responsible for cutting? Trustee Corona explained Cole County, however, they mow Cole County roads first, then come back to mow ditch lines in Centertown. Chairman Pro Tem Whitaker stated she would contact Larry Bishop, Cole County Roads, to see if she can confirm a date and will notify Ms. Gleich.

Ms. Gleich also inquired about hooking up to Centertown's sewer lines. There are currently no sewer lines in Centertown. A grant application has been submitted to fund a Wastewater System and an Engineering Firm has been selected, however, this is not a project that will be completed quickly.

Dale Brandes, 11808 Pine Street. Higgins Asphalt recently worked on Pine Street. There is a 1-5" lip above his driveway. Higgins told him Cole County would backfill with gravel. Chairman Pro Tem will contact Larry Bishop to ensure this is being addressed.

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Minutes – August 15, 2017 – Trustee Corona made a motion to accept minutes. Chairman Pro Tem Whitaker seconded and carried on roll call to approve.

AYES: 3- Whitaker, Corona, Hunger  
ABSENT: 2- Welch, Doyle

Minutes – August 29, 2017 – Trustee Corona made a motion to accept minutes with correction, changing cups to curbs. Trustee Hunger seconded and carried on roll call to approve.

AYES: 3- Whitaker, Corona, Hunger  
ABSENT: 2- Welch, Doyle

Minutes – August 22, 2017 – Public Meeting. Will vote on acceptance at next meeting. Requires Chairman Welch and Trustee Hunger to approve.

FINANCIAL REPORT: August 31, 2017 bank reconciliations for all accounts were provided Board Members and public in attendance. Total of all accounts: \$752,948.69. Profit and Loss statement for all classes, period June 1, 2017-September 26, 2017, shows a gain of \$4,014.26

VILLAGE CLERK REPORT:

Reviewed debit card transaction spreadsheet for August and September 2017. Total expenditures: \$32.54.

Provided 2018 Missouri Election Calendars to Board Members.

Relay box in closet belongs to Cole County Fire Protection District. Mr. Alex Brade came out and inspected the unit. He is consulting his board and engineers as to possible courses of action. May remove or create a shield to protect from water heater.

12 disconnect notifications in August. Only once account was shut off. Eight disconnect notifications for September. Three accounts have already paid. Provided Board members Aged Receivables printout. Requested Board guidance on minimum due to send out shut off notifications. There have been occasions where all that was overdue were penalty fees. It was decided a minimum of \$20 would be due before sending out letter. This allows the customer to catch up on next bill. Since last board meeting we have gained two new customers.

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Annual Financial Statement for the State Auditor is completed. Starting this year there is a \$500 fine if not submitted within required timeline. Centertown has not submitted this report since 2011. The State Auditor's office has requested that Centertown provide all past due reports from 2012 to date. Provided current report to Board Members to review and approve at October 31, 2017 Board Meeting. Bank register has not been reconciled since 2011. Elizabeth Grove, Missouri Rural Water Association, assisted in determining beginning balance/June 1, 2016.

Ms. Grove is planning to attend the October Board Meeting with budget recommendations for Waterworks and the results of her rate study.

Ms. Grove noted that Board Members should be W2 employees, not 1099, based on IRS guidance. I contacted State Social Security Office to confirm. The representative I spoke to agreed but stated it is a gray area. She recommended if the Board decided to remain 1099 employees, I submit 1099s to IRS even if below required threshold. Also discussed the tax advantage of W2s. Village would pay ½ of FICA, Medicare. After discussion, Board decided to continue with 1099s.

Spoke to Department of Revenue about Motor Fuel Tax, Motor Vehicle Sales Tax and Motor Vehicle Fee increases. Missouri Statues limit the use of these monies to road and street purposes to include construction, maintenance, repair, signing and lighting. Also, these monies are not to be deposited into a General Fund. Setting up a separate account and will transfer current year's funds, \$2,888.56, into account.

At last month's Board Meeting it was agreed that Centertown's tax rate would remain the same and documentation was submitted to Cole County. There should have been an official roll call vote. Chairman Pro Tem Whitaker made a motion to make no changes to the current Centertown tax rate, Trustee Hunger seconded. On roll call vote, the motion carries as follows:

AYES: 3- Whitaker, Corona, Hunger

ABSENT: 2- Welch, Doyle

Missouri Municipal League submitted a request for a 5% or greater allocation of our TracFone Class Action Settlement to the MML Advocacy Fund. Centertown received a total of \$282.87. After discussion, it was decided to send \$20.00

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The Department of Health and Senior Services has approved our Holding Tank Agreement for one year.

Discussed porta potties at ball field. After discussion, decision made to remove thru winter, starting in October.

Centertown purchased the domain centertownmo.org from Go Daddy in June 2016. In September, a protection plan was also purchased. The plan that was purchased required IT experience, coding. Go Daddy gave a refund for remainder of plan and changed to a website that can be created and maintained by a novice. Cost \$3.92. Will start creating website and will put address on water bill.

AmerenUE has confirmed signature of street lighting contract and has mailed.

Power line pole at 204 Rt U, Rex and Paula Hinshaw, is scheduled for replacement in the next week.

OLD BUSINESS:

Centertown Square Asphalt/Curbing/Guttering Work: Asphalt work has been completed. Meeting between Chairman Welch and Eric Landwehr for curbing and guttering work has not yet happened due to scheduling conflicts. Chairman Pro Tem Whitaker is going to attempt to set up an appointment and do the walk around.

Status of Well Dialer phone line: Derek stated phone line has been buried. Waiting on the electrician to hook up to the dialer. Should be in the next 2-3 weeks.

Update on Animal Ordinance: Chairman Welch indicated last Board Meeting that he would research this issue further. Since he is absent, tabling until next meeting.

NEW BUSINESS:

Wastewater Grant Application: Chairman Welch, with the assistance of Bartlett-West Engineering Firm submitted grant application September 1, 2017.

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AmerenUE Class Action Settlement: Centertown received a letter from the Circuit Court of St Louis County pertaining to a class action settlement with AmerenUE. The letter stated we did not qualify according to their records. Chairman Pro Tem Whitaker provided materials to Centertown's attorney, Mr. Comley supporting we should be included in the settlement. Waiting for his response.

Water Customers – Billing Exception Requests:

Anita Kiessling-Caver, aunt of David Cramer, deceased, provided a written request for waiver of reconnection fee. She explained that it has taken some time to put his bills in order. The bill is up to date. Board decision is to waive fee.

Chairman Pro Tem Whitaker brought to the Board's attention an issue with water billing to the home on 11812 Pine Street. The water billing system stopped billing this address in December 2015 when the home was sold. A reading was made in January 2016 showing no usage, however, no further readings were taken. In July 2017, all inactive meters were read. It was determined at this time that the meter was on and there was a difference of 4,270 gallons. The owner of the home was contacted. There was another reading taken on July 31<sup>st</sup> showing a usage of 220 gallons. The owner has asked that he be billed the 220 gallons and none of the 4,270 gallons since he wasn't billed and it wasn't in his name. Following a discussion among Board Members present, it was decided to bill the owner the minimum rate beginning with the April 2016 billing thru the July 2017 billing. No penalties will be assessed. Deposit is not an issue since it would be refunded. Meter is off and locked at this time.

Public Safety Concerns – Letter from Post Office: Centertown received a letter from the local post office addressing safety concerns. A number of sections of the local streets are blocked by vegetation. Also a section of asphalt is chipped away in front of some mail boxes making delivery unsafe. Nuisance letters will be sent to home owners. The new asphalt should have repaired the chipped away complaint, however, Chairman Pro Tem Whitaker will verify. There was also mention of putting up a sign to direct traffic to the Village Hall. This will be discussed further.

A question was posed as to the culvert pipe on Pine Street. Chairman Pro Tem Whitaker will discuss with Larry Bishop.

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A resident asked permission to post a flyer about Operation Bugle Boy having an event at the Missouri River Regional Library Art Gallery on Thursday, October 19, 2017. Village Clerk instructed to post to outdoor display cabinet.

A motion was made by Trustee Corona, seconded by Trustee Hunger, and carried on roll call vote to approve the payment of bills.

AYES: 3- Whitaker, Corona, Hunger  
ABSENT: 2- Welch, Doyle

There being no further business, Trustee Corona made a motion to adjourn. Chairman Pro Tem Whitaker seconded. On roll call vote the motion carried as follows:

AYES: 3- Whitaker, Corona, Hunger  
ABSENT: 2- Welch, Doyle

Meeting was adjourned at 8:00 p.m.

SIGNATURE ON FILE  
Chairman, Board of Trustees

ATTEST:

SIGNATURE ON FILE  
Village Clerk