

VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING
January 30, 2018

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, January 30, 2018 by Chairman Lucas Welch, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Lucas Welch
Celine Whitaker
Jesse Corona
Heather Hunger

Absent: John Doyle

Chairman Welch welcomed this evening's guest, Gary Davis, of Bartlett & West Engineering, Jefferson City, MO. Mr. Davis is giving an update on the preliminary water tower engineering report.

Mr. Davis started by stating the wastewater preliminary engineering report is still being worked on. Board members were provided an initial draft report for review. Mr. Davis discussed the need for a new water tower: Low water pressure and the lack of a back-up water supply. Bartlett & West addressed alternative solutions, i.e. drilling a second well, fixing existing tank. Based on their findings, they are recommending building a new water tower. Our current tower holds 50,000 gallons, recommend a 60,000 gallon tank. This would support an anticipated 20 year growth and provide better fire protection. The proposed new tower would increase height from 70 feet to 145 feet, increasing water pressure from 22 to 30 psi at highest point in Village to 54 to 90 psi across the system, an increase of about 32 psi. DNR likes to see 60 – 80 psi. A pedestal style water tower is recommended. This provides a smaller environmental footprint, easier maintenance, and better security. Total cost: \$1,473,570.

Proposing connection to Moniteau No. 2 water system for a back-up water supply. If well goes out of service, there is no water. This would require approximately two miles of 6-inch water main, a master meter, a manual valve. This would be only used in emergencies. Total project cost: \$1,172,830. This assumes zero cost-share, which is conservative. Moniteau has indicated they would participate in a cost-share. Opies may be an option if grants don't make this affordable and cost-share doesn't happen.

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Current water rate is \$32.50 for 5,000 gallons. DNR requires water rates to be 2% of Centertown's median household income, \$28,542, to qualify for grant money. This would require a \$47.57 rate for 5,000 gallons. Most residents use less than 4,000 gallons. It is anticipated that with greater water pressure, residents will use more water, e.g. five minute shower will use more water at higher water pressure.

Total of \$2,646,400 is not affordable. This represents the highest cost. Once DNR Drinking Water State Revolving Fund (SRF) Loan Application is processed, can adjust recommendations to make it more cost effective based on grant/loan money available.

Chairman Pro Tem Whitaker made a motion to submit the SRF loan application, Trustee Corona seconded and carried on roll call vote to approve.

AYES: 4- Welch, Whitaker, Corona, Hunger

ABSENT: 1- Doyle

Chairman Welch signed the application and provided Mr. Davis for processing.

Chairman Welch asked residents in attendance if there were any issues to be addressed. Mr. Garvin, Centertown resident, wanted to address a rumor concerning a \$500 fine on the water tower. He wasn't sure if it was a one-time fine or monthly. The board informed him there is no one-time or monthly fine, for \$500 or any other amount, against Centertown, for the water tower, or any other matter. Mr. Garvin also asked about audit results and was informed this would be covered during the Village Clerk Report. No other issues were presented.

Minutes – December 21, 2017 – Minutes were provided to board members prior to meeting. Trustee Corona made a motion to accept minutes as written. Chairman Pro Tem Whitaker seconded and carried on roll call to approve.

AYES: 4- Welch, Whitaker, Corona, Hunger

ABSENT: 1- Doyle

FINANCIAL REPORT: December 2017 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members December 2017 bank statements for all accounts as support documents to the bank reconciliations. Total of all accounts: \$757,558.88..

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VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: \$3,045.51. Large expenditures include federal taxes paid, \$1,506.12 as well as salt for the roads, \$914.48.

There were no water shut offs on January 2nd. Provided a current printout of aged receivables to Board Members. Mailed 8 past due notifications, two have paid. If the customer has provided an email account, a letter was sent to their email account as well. Shut off is scheduled after 9 a.m. on February 1st. Have sent out a second email reminder. Will make phone calls tomorrow.

Mr. Lage, Lage's Cabinet Shop, received notification of board's decision not to amend his water bill. Came by office to express his displeasure with decision but stated he would pay the bill.

Provided Board Members an information postcard from the Missouri Municipal League concerning upcoming events. Chairman Welch encouraged members to attend, if able, very informative.

Received Drinking Water Operator Training and Certification vouchers for 2018. On file in office.

Called Cole County Public Works on January 22nd about the stop/street sign on the ground at Main & Lookout Trail. A temporary sign was put up immediately and the stop sign was replaced Friday, Jan 26th, however, the street sign is missing. Contacted Cole County Public Works about missing street sign.

4th Quarter 2017 taxes have been filed. MISC 1099s and W2s have been provided to the IRS, SSA. Recipient copies mailed Jan 26. Filing with the State is due Feb 28. Based on conversation with IRS, Board Members will not receive a MISC 1099 since they did not meet the \$600 threshold. Have included a printout of what you received this year for your personal tax preparation. Submitted Form SS8 to IRS to determine whether Board Members are W2 or 1099 recipients.

For Information Only, Not an endorsement. Century Link has upgraded their broadband service and is now offering service to new customers. Also offering higher speeds for current customers. Local Office: 573-893-2612. Have flyers available at Village Hall.

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The snow plow required a new alternator to support salt spreader. \$475.20.

There were four applicants for the April 3, 2018 General Election. The following residents will appear on the ballot: Susan Gillian, Paula Hinshaw, Darron Jones, Sherry Kempf. Write-Ins have until March 23rd to complete an application with Cole County Clerk.

Update on State Audit:

Auditors requested backups of electronic records for the period June 1, 2016 thru May 31, 2017. No backups were found. Auditors recommend two backups of Village's electronic records. One onsite, the second offsite. I have stored our current backups in our safe and the second copy is currently stored in my home safe. Board decision to procure a safety deposit box at Central bank to store offsite backups.

Auditors requested documents to support current pay scale for Board Members and employees. Reviewed Minutes and Ordinances. Was able to provide pay scale for Board Members/Water Meter Reader/ partial for Maintenance Employee. There was not documentation for the Village Clerk, Chief Water Operator, or the Maintenance Employee outside of mowing duties. Need board approval for current pay scale in your folder.

Chairman Pro Tem Whitaker made a motion to accept Village of Centertown Approved Payscales, effective January 30, 2018, as presented. Trustee Corona seconded and carried on roll call to approve.

AYES: 4- Welch, Whitaker, Corona, Hunger
ABSENT: 1- Doyle

Auditors reviewed payroll for the period June 1, 2016 through May 31, 2017. Two employees received pay for the month of December 2016, however, their wages and taxes withheld were not reported to the IRS or MO DOR or reflected on their W2s. Corrected 4th Quarter federal and state returns need to be filed, corrected W2s need to be issued and filed, and employees may need to file an amended 2016 tax return. State has indicated there will be a small penalty and interest.

OLD BUSINESS:

Chairman Pro Tem Whitaker addressed the complaint concerning the stray cat issue in Centertown. She has spoken to a representative of Wild Things. They can trap cats, neuter

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them, give required shots, and release back to where they were trapped. Requires residents to stop feeding them so they will go to bait in traps. Request donations to cover costs. Will provide contact information to Wild Things so they can contact individuals directly to ensure they stop feeding. Jesse Kirchhoff, Centertown resident, commented he is also having issues, about five strays. May need to amend animal ordinance.

NEW BUSINESS

Two of the four City Limit Signs have the wrong population: Both signs are located on the east and west side of Lookout Trail show 257, correct population is 278. A number of street signs are also missing. Broadway at Lookout Trail, Lookout Trail at Broadway, Broadway at Main, Main at Broadway, Mill Street at NN. No stop sign at Main and Oak. Jim Plaster will check storage at Ball Park to see if any on hand. Will contact Cole County Public Works about procedures to replace.

Mr. Garvin mentioned there is a sign down in Ann Farris' yard, he thinks it is Rt U. Recently replaced JCT NN at same location, will check to see if there is an additional sign down.

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

AYES: 4-Welch, Whitaker, Corona, Hunger

ABSENT: 1-Doyle

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

AYES: 4-Welch, Whitaker, Corona, Hunger

ABSENT: 1-Doyle

Meeting was adjourned at 7:55 p.m.