**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**April 24, 2018**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, April 24, 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 introduced guest Lee Zell, representative of Utility Service Partners (USP), Inc. USP administers the National League of Cities (NLC) Service Line Program, a program offered nationally on a voluntary basis to help cities assist their residents by providing an affordable solution for sewer and water line repair or replacement. The Missouri Municipal League (MML), Jefferson City, MO has endorsed this program to MML members.

Mr. Zell explained this program was developed to address aging infrastructure within communities. People don’t think about what is under ground. Water and sewer line problems present as emergencies. Cities can’t help. Residents have limited disposable income. Repairs can cost $3-4,000 and can easily reach $10,000. This program is low in cost, one month at a time, residents can cancel at any time. There is no cost to the Village.

USP partners with the Village, mailing information to residents. Residents can research the program on the internet or can call and speak to a representative to determine if the program would work for them. There are no pre-inspections. This program can also cover pipes in the home’s walls as well as the pipes underground up to the Village’s water meter.

Residents pick which available programs work for their needs: Water line coverage is $5.75 per month, Sewer/septic line coverage is $7.75 a month, pipes located in interior walls is $9.25 per month.

Repairs are done by local businesses. If a local repairman is unavailable, will coordinate with repairman in the county. Pay the repairman based on local scale. Quick reaction – Will call back within one hour.

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Residents can use this program until they decide to cancel. Example, a resident gets sick, must cut expenses, cancels the program. A customer will continue to be covered for 89 days. If a problem occurs, during this period, the customer will only need to cover the missed payments. If the customer does not renew payments after 90 days then coverage is stopped.

Coverage starts 30 days from sign up. Work is guaranteed for one year. Contractors are paid up front. If repairs require road repair, the program does cover.

The program requires the Village’s permission to make this available to all residents. The Village will have oversight of all mailings, spring/fall/winter. Will provide Village $.50 per

month/per resident that signs up for the program.

This program has a 98% customer satisfaction rating. In case of disputes that cannot be resolved by phone, regional managers will come out. 100% of work is surveyed same day as work completion. There is a customer advocate team assigned to each customer. If a contractor has two reported incidents, they are removed from the program. Kansas City has offered this program for the last five years. 70,000 residents are using the program.

Trustee Corona made a motion for the Village to enter into an agreement to communicate the National League of Cities Service Line Program to all residents of Centertown at no cost to the Village, using no Village tax dollars, as a voluntary program available to all residents but not required for any resident to participate in, Trustee Hunger seconded the motion, and carried on roll call to approve.

AYES: 4 – Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Mr. Zell explained it would take approximately 60 days to get program information out to residents. Will add to website as well once information is available.

Minutes – March 27, 2018 – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Corona seconded and carried on roll call to approve.

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

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Minutes – April 10, 2018 – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Trustee Corona seconded and carried on roll call to approve.

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

FINANCIAL REPORT: March 2018 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members March 2018 bank statements for all accounts as support documents. Total of all accounts: $778,769.07.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $166.81. Expenditures included postage, fuel, and payroll cost.

No water shut offs on April 1st. Provided a current printout of aged receivables to Board Members. Mailed 5 past due notifications. 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 May 1st.

IRS returned SS8 determination and requested name, social security number, occupations and address of all board members. Spoke to a IRS representative and she stated that until this information is returned the item is considered closed. She recommended I review IRS Publication 4341, Information Guide for Employers Filing 941 or Form 944 pertaining to firm compliance. She stated that I was on the right path and there would be higher penalties if we continue to pursue SS8. Chairman Pro Tem motioned to pay board members as W2 employees, Trustee Hunger seconded, motion passed by roll call vote.

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

The Village’s website, centertownmo.org, has had a total of 2900 visitors so far this month.

Added a local business tab to webpage as well as a tab for the newly formed Park Committee.

The calendar link has disconnected. Will work on the issue this week.

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The residential spring cleanup is scheduled for May 15th. Posted to webpage, Village’s bulletin board, website, and local businesses.

Received the street signs ordered from Cole County Public Works. One was missing. Will pick up needed brackets next week. Board discussion concerning installation of signs. Village Clerk asked to contact Cole County Public Works for cost. If under $100, authorized to schedule.

The individual who originally wanted to schedule the ball park for Tue/Wed/Thu of each week has changed his mind. The ball park is now reserved every Thursday night, 6-8, no lights. I have been told several coaches would be calling, however, I have heard from no one. No messages have been left.

Liz Grove, Missouri Rural Water Association, is assisting in setting up new company file in Quick Books. Much larger task than initially anticipated. Will convert to new company file on June 1.

Two seats have been reserved for the Missouri Rural Water Association’s training on May 11, 2018. Chairman Pro Tem Whitaker is filling one seat. Trustee Hinshaw has indicated she will also attend.

The Missouri Municipal League Elected Officials Training Conference is scheduled for June 7-8 in Columbia, MO. If you are planning to attend, you need to register.

An additional two weather radios have been signed out. Another interested resident is coming by in the next few days to pick one up. Remaining: 10.

Spoke to State Auditor today. Report should be finalized within the next two weeks. Will contact me to set up closed meeting.

Attended 2020 Census Training in Columbia, March 29th. Have six months to verify local addresses. Will start process in May.

Provided board MML’s April Capitol Report and Central Bank’s Customer Appreciation Day flyer.

OLD BUSINESS:

Bill No. 0018-001, Village FY 2019 Budget – (Provided to Board Members and Public prior to meeting, may be read by title only). Chairman Pro Tem Whitaker made a motion for the first reading of Bill No. 0018-001, Village of Centertown Annual Budget for the Fiscal Year 2018

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beginning June 1, 2018, Trustee Corona seconded. There being no further comments, the motion passed on roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Chairman Pro Tem Whitaker made a motion for the second reading and final passage of Bill No. 0018-001, Village of Centertown Annual Budget for the Fiscal Year 2018 beginning June 1, 2018, Trustee Corona seconded. There being no further comments, Chairman Welch called for a roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

The motion passes. Bill No. 118-01 becomes Ordinance No. 169.

Bill No. 0018-002, Centertown Waterworks Budget –– (Provided to Board Members and Public prior to meeting, may be read by title only). Trustee Corona made a motion for the first reading of Bill No. 0018-002, Centertown Waterworks Annual Budget for the Fiscal Year 2018 beginning June 1, 2018, Chairman Pro Tem Whitaker seconded. There being no further comments, the motion passed on roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Chairman Pro Tem Whitaker made a motion for the second reading and final passage of Bill No. 0018-002, Centertown Waterworks Annual Budget for the Fiscal Year 2018 beginning June 1, 2018, Trustee Hunger seconded. There being no further comments, Chairman Welch called for a roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

The motion passes. Bill No. 118-02 becomes Ordinance No. 170.

Task Order 5, Bartlett & West, Small Community Cooperative Project. Board discussed task order authorizing Bartlett & West to go ahead and start work on project. Includes submitting application. Board agrees to have Chairman Welch sign.

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NEW BUSINESS

Sealed Bids for Village Trash Service. Bids were received from Republic Services, Jefferson City, MO and M&W Hauling, Eugene, MO.

 Republic Services M&W Hauling

Residential 96 gal $15.00/mo $14.65/mo

Commercial 96 gal $18.01/mo $14.90/mo

Commercial 2 yard $48.44/mo $45.60/mo

Commercial 4 yard $87.19/mo $78.00/mo

Commercial 6 yard $107.97/mo $95.00/mo

Board decided to review trash service specifications and bids received and make a decision at a Special Board Meeting on May 9, 2018.

Water Tower Maintenance – Derek McCubbin briefed board members about the Well Inspection performed April 16, 2018 but Ozark Applicators, Van Buren, Mo. The primary concern reported was the need for cable type safety climb system on the ladder.

Derek also addressed the boil order advisory that resulted from the water tower maintenance. While the tower was being cleaned, water delivery was coming straight from the well. He explained it was not anticipated there would be iron deposits released during this phase, however, 10-15 water customers experienced rust colored water. While DNR stated it was safe to drink, it was recommended the Village return to dispensing from the water tower, however, since the tower had just been cleaned with chemicals, DNR advised issuing a boil order advisory. No contaminates were present, this was a precautionary measure. This procedure is accomplished every few years and there had been no incidents in the past, however, Derek stated the Village will advise residents in advance in the future.

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

AYES: 4 – Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Bill No. 0018-003 – Accepting Election Results for April 2018 – (Provided to Board Members and Public prior to meeting, may be read by title only). Trustee Corona made a motion for the first

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reading of Bill No. 0018-003, Accepting Election Results for April 3, 2018, Chairman Pro Tem seconded. There being no further comments, the motion passed on roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Chairman Pro Tem Whitaker made a motion for the second reading and final passage of Bill No. 0018-003, Accepting Election Results for April 3, 2018, Trustee Corona seconded. There being no further comments, Chairman Welch called for a roll call vote

AYES: 4 - Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

The motion passes. Bill No. 118-03 becomes Ordinance No. 171.

At this time, Board Members presented Trustee Jesse Corona a certificate of appreciation for his many years of dedicated service to the Village of Centertown.

Chairman Welch administered the Oath of Office to new Trustees Sherry Kempf and Paula Hinshaw.

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: 4 – Welch, Whitaker, Corona, Hunger

ABSENT: 1 – Doyle

Chairman Pro Tem motioned to open new meeting with new trustees, Trustee Hunger seconded.

AYES: 5 – Welch, Whitaker, Hunger, Kempf, Hinshaw

Trustee Whitaker made a motion to elect Lucas Welch as Chairman, Trustee Hunger seconded.

AYES: 4 – Whitaker, Hunger, Kempf, Hinshaw

ABSTAIN: 1 – Welch

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Trustee Kempf made a motion to elect Celine Whitaker as Chairman Pro Tem, Trustee Hunger seconded.

AYES: 4 – Welch, Hunger, Kempf, Hinshaw

ABSTAIN: 1 – Whitaker

Jim Plaster asked for okay to move dirt from Village Hall to Park. Board approved.

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

AYES: 5 – Welch, Whitaker, Hunger, Kempf, Hinshaw

Meeting was adjourned at 8:20 p.m.