**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**May 22, 2018**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, May 22, 2018, by Chairman Lucas Welch, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Lucas Welch

Celine Whitaker

Heather Hunger

Sherry Kempf

Paula Hinshaw

Chairman Welch asked residents in attendance if there were any issues to be addressed. Ken Herkelman, stated the Community Watch Committee is discussing a city clean up and wondered if the trash receptacle at the Village Park could be used. The board stated this was okay.

Minutes – April 24, 2018 – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hunger seconded and carried on roll call to approve.

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

Minutes – May 9, 2018 - Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hunger seconded and carried on roll call to approve.

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

FINANCIAL REPORT: April 2018 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members April 2018 bank statements for all accounts as support documents to the bank reconciliations. Total of all accounts: $779,161.82.

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VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Large expenditures include quarterly federal and state taxes. Total expenditures: $2,186.28.

No water shut offs on May 1st. Provided a current printout of aged receivables to Board Members. Mailed 6 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 June 1st.

Provided Board Members the list of requested documents from the State Auditor’s Office. All documents have been forwarded, less bank statements and invoices. These will be reviewed at field visit, January 9th.

Provided board members before meeting two sample letters for the service line warranties. Board members expressed concern that the language in the letters gave the impression that the Village was endorsing the company. It also did not clearly state this was totally voluntary. Village Clerk will notify company letters are not approved.

Centertownmo.org has had a total of 3728 visitors this month. Have placed a news banner on webpage indicating the location of the State Auditor’s Report. It is not a link.

Received a phone call today concerning use of the ball park on Sunday, June 3rd, and Tuesday, June 5th. Outlaw Team from Russellville area. Lights not needed.

The MML Elected Officials Training Conference is scheduled for June 7-8. Chairman Pro Tem Whitaker and Trustee Hinshaw attending.

Another weather radio has been signed out. There are eight remaining.

State Statues require publication of a semi-annual financial statement. Financial statement for the period December 1, 2017 – May 31, 2018 needs to be published NLT June 10th. In December the cost for publishing in the News Tribune and the California Democrat was $103.00. Board approved cost for publication of current statement.

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Will begin work on 2020 census verification of local addresses next month. Trustee Kempf asked why we are doing this. Village Clerk explained the Village received a request from the U.S. Census Bureau asking for assistance in verifying local addresses to ensure accuracy when the census is taken in 2020. We had the option not to participate, however, active participation helps ensure census numbers are accurate.

MRWA Workers Compensation Insurance Audit is due May 31.

Still working on the creation of a new company in QuickBooks. Trustee Kempf brought up Village’s email account and concern if the gmail account is covered by Sunshine Law and if it is legal for Village to use for official business based on comments made by Lori Melton, State Auditor, during the Village’s outbrief. Board discussed auditor’s remarks about gmail accounts belonging to individuals and the recommendation that purchasing an email account would protect the official email address. Village Clerk will look into cost.

Trustee Hinshaw commented on recent training she attended at Missouri Rural Water Association. It was recommended that municipalities appoint one individual for media contacts, especially during disasters. With the upcoming water and sewer issues, recommended further discussion at next board meeting.

Trustee Hinshaw also brought up a Missouri Rural Survey published in a local newspaper. The Mo Dept of Economic Development's Office of Rural Development, Missouri Rural Development Partners and the University of Missouri Extension wants to hear from 50-100 rural residents, business owners, and elected leaders from each county about opportunities and challenges confronted by rural communities. Village Clerk will post to webpage. Encouraged board members to participate.

OLD BUSINESS

DNR WATER TOWER FACILITY PLAN COMMENTS - Chairman Pro Tem Whitaker briefed board members on recent comments received from DNR on the water tower facility plan. Provided copy to board members. Bartlett & West has responded to comments. Bond Language is expected this week from lawyer this week.

REPUBLIC SERVICES TRASH CONTRACT – Board Members were provided copies of the new Republic Services trash contract for final review. No issues were noted. Chairman Welch will sign and contract will be forwarded to Republic Services for their signature. New contract begins June 1, 2018.

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WILD THING CONTRIBUTION – Chairman Pro Tem Whitaker briefed the board on the efforts of the organization Wild Thing from Jefferson City. Nineteen feral cats were live trapped, fixed, and released. Three moms and 12 kittens were taken. The kittens will be adopted. The three moms will be fixed and returned once their kittens are weaned. The Mizzou Veterinary School provided a mobile lab and students to perform the services. They were very excited stating it was a great learning experience. The organizations are willing to come back in the future to address additional feral cats. It was noted that we still have $500 in the budget for donations.

Trustee Hunger made a motion to donate $500 to Wild Thing, Trustee Hinshaw seconded and carried on roll call vote.

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

Chairman Pro Tem Whitaker asked for a volunteer to review our current animal ordinance for update. She had a few ordinances provided by MML that cover cats. Our current ordinance only covers dogs. Trustee Kempf volunteered.

PARK COMMITTEE MEETINGS – Co-Chairs Tina Kirchhoff and Theresa Hedrick briefed the board on their second committee meeting. Several residents showed up. A survey monkey was developed. Want to add to website. Distributing hard copies around town. When completed, survey will be dropped into Village payment drop box. Survey includes questions about local kids, ages, any special needs, public interest in park development. Randy Shirks has expressed an interest in the park. Mentioned Martin Metal Buildings, possibly a gazebo.

Interest in scheduling a village wide cleanup day. Concerned about insurance for using heavy equipment.

Cole County has built a few parks. Chairman Welch will contact Eric Landwehr about planning to include park equipment, how do we phase building, funding.

Cruising Crowes recently held a fund raiser and donated $352.03 to the Village for development of a city park. Tina Kirchhoff discussed the development of a crowd funding site. Local business need to sponsor, collect funds, then turn over to Village. Village cannot ask for donation. Discussed grant funds, match funds. May need to come to board.

Village Park would make Centertown more inviting, bring in more residents, spend more of their dollars in town.

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Chairmen Welch will contact Village’s insurance agent, Mr. Fowler, about volunteers, heavy equipment, picking up trash around Village.

NEW BUSINESS

STATE AUDITOR REPORT RELEASED THIS MORNING – State Auditor’s Office released their official report this morning. The Village received a Good rating based on corrections that have been made. The board asked for a public delivery, however, the Auditor’s Office has decided against it. The address for the report has been posted to the Village’s webpage. The double penalty charged 28 customers in October 2016 will be refunded with the June billing. Village Clerk will continue reviewing available deposit records and will present findings to the board so a decision can be made about the excess funds in the security deposit account.

REVIEW VILLAGE CODE – Chairman Pro Tem Whitaker discussed the need for review and update of the current Village Code and multiple amendments. Requested all board members take the time to review the Code for further discussion. Derek McCubbin mentioned that small municipalities were getting creative in order to enforce codes by partnering with other cities and sharing cost.

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

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

Following the payment of bills, Chairman Welch addressed the board. He is closing on a house on the 30th in California, MO. State Statutes require he step down once he no longer has a residence in Centertown. While his Centertown home is yet sold, it will be under contract soon. He is choosing to go ahead and submit his resignation following meeting. He will complete the tasks he has stated he will do. Board members wish him well, good job.

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 8:25 p.m.