**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**SEPTEMBER 24, 2024**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, September 24, 2024, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Adam Brown

Debra Baker

Paula Hinshaw

Heather Hunger

Trustee Hunger made a motion to accept the tentative agenda as posted. Trustee Hinshaw seconded. Motion passed by voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

Martha Gleich, Shangri La Court HOA President, asked how the information about pot holing was put out. She did the survey. Chairman Brown explained there was a mailing sent out to all Centertown residents with the survey request. A second survey was sent out to the residents who did not complete the survey which explained the pot holing method. Also posted to Community Watch. She also brought up several residents were confused about the new water bill. Which side do you keep, which side to return. Will discuss with software developer.

Minutes – August 27, 2024 Regular Meeting – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept the draft minutes as published. Trustee Hinshaw seconded. Motion passed by voice vote.

FINANCIAL REPORT

August 2024 bank reconciliations for accounts were provided to Board Members. Bank statements were provided as support documentation. Balance for all accounts is $844,068.32.

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WATERWORKS REPORT:

Chief Water Operator Wirts brief board members BAC-T tested. Will try to flush fire hydrants 19/20 Oct. Will notify Shangri La HOA. Completed a number of Trouble Calls.

VILLAGE CLERK REPORT:

Debit card/online transactions totaled $1122.64. Includes electric, telephone, internet. A listing of transactions provided to board members.

There were no shut offs this month. The new active accounts report from our new billing software does not display age of balances. 5 past due notifications were sent out. Shut off is scheduled for October 5th.

CUSI account expires on the 30th. Attempting to download as much historic data as possible.

Paid the walking trail electric bill by phone. Will set up automatic payment.

Fall Cleanup is Oct 9th

Village received a Safety Award from Missouri Rural Services Workers’ Compensation Insurance Trust for 10 years loss free in the workplace.

OLD BUSINESS:

LEAD SERVICE LINE INVENTORY:

Sarah Kirkegaard, Bartlett & West, was unable to attend the meeting and sent in her report.

Bahr completed the potholing. Majority of the materials identified were copper or PVC. 6 unknowns on the Village side and 28 unknowns on the customer side. Letters will be sent to all customers with unknown service lines.

VILLAGE CLERK POSITION:

Paula and Debra attended a job fair at the Missouri River Region Library. There were a few possible leads. Have an interview tomorrow from job postings and a second to schedule.

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WATERWORKS SOFTWARE/BILLING CHANGE:

Received training on SUBS, the new billing software from Missouri Rural Water Association. September water bills were sent out. There have been a few complications. We will no longer have any accessibility to CUSI records as of September 30.

PARK EQUIPMENT UPDATE:

Did not get for 2” rubber seal for the walking trail. Will try again next year. Due to grant requirements, a Request for Proposal must be advertised for thirty days. Sealed bids will be opened at next board meeting.

CHIP SEAL ON LOOKOUT TRAIL/VILLAGE PARK:

Chip seal has been completed on Lookout Trail and around ball field. Striping to be completed soon. Electric box at ball field should be repaired in October. Lights will be on for three hours.

NEW BUSINESS:

ROAD INVENTORY:

GRE will inventory of village roads to determine what can be chip sealed and what needs to be torn out and repaved. Cost $5,000. ½ cent sales tax will provide new money in 2026. Will use inventory to plan out repairs over the next five years.

RESOLUTION 03-2024 GRANTING A VARIANCE FOR USE ON PROPERTY LOCATED AT 11816 LOOKOUT TRAIL, CENTERTOWN, MO:

BO-9 Junction applied for a building permit with Cole County Public Works to put in a building along the property line. The building will be 6 ft from property line. Village Ordinance requires 10 ft. Owner, Lorrie Brauner, provided the board a notarized letter stating an agreement between both property owners. Chairman Brown asked Ms. Brauner if the new building’s proximity to the above ground gas tank required any type of variance. She stated no. Trustee Hunger motioned for the reading of Resolution 03-2024, seconded by Trustee Hinshaw. Motion passed.

Ayes – 4, Brown, Baker, Hinshaw, Hunger.

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PAY BILLS:

A motion to pay bills was made by Trustee Hunger, seconded by Trustee Hinshaw. Motion passed.

AYES: 4 – Brown, Baker, Hinshaw, Hunger

There being no further business, Trustee Hunger made a motion to adjourn, Trustee Hinshaw seconded. Motion passed.

Meeting adjourned at 7:45 p.m.

The next regularly scheduled meeting is October 29, 2024.

\_\_\_\_SIGNATURE ON FILE\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman, Board of Trustees

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_SIGNATURE ON FILE\_\_\_\_\_

Village Clerk