**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**JULY 22, 2025**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:00 p.m. on Tuesday, July 22, 2025, 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, Trustee Hinshaw seconded. Motion passed by voice vote.

PUBLIC MEETING FOR CDBG GRANT:

Lincoln Brown, Mid-Missouri Regional Planning Commission, opened the public hearing to discuss the Village’s submission of competitive cycle grant application for the Fiscal Year 2025 Community Development Block Grant (CDBG) Program. Following a discussion of what the grant application is addressing and the cost, a Community Needs Assessment was completed with input from the Board of Trustees and residents, Jim and Gayle Garvin and Village Water Operator, Kyle Wirts. Areas evaluated included Public Works Infrastructure, Public Services, Community Facilities, Housing, Education Development and Economic Development. The top five priority needs in the assessment were: Storm Water/Roads, Sidewalks/Trails/Park Improvements, Wastewater, Community Center and Business Development.

COMMENTS/QUESTIONS FROM RESIDENTS

During the Community Needs Assessment process, Gayle Garvin asked about the nuisance process as it relates to the property located at Madison/Lookout. The Board of Trustees meet with the Village Attorney in November to discuss violations and he recommended the publication of an additional ordinance. Our attorney sent the resident a letter in January asking for cleanup by late February. It appeared the property owner was cleaning up but instead just rearranged and installed a pool. Contact was made with Cole County to ensure the Village could file a tax lien to cover cleanup expense. While waiting for confirmation, Village was informed property was in foreclosure. Contact was made with bank who informed it would be 4-6 months before they would take possession. On July 17th the Village received confirmation

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that all required documentation was on file, and we can proceed with the filing of tax liens, when needed. On this same date the Village was made aware that the property has been sold at auction. Contact with the mortgage holder confirmed sale but could not provide buyer information. Once the buyer is known, contact will be made.

APPROVAL OF MINUTES

Trustee Hunger made a motion to accept minutes for November 7, 2024 Special Meeting, April 29, 2025 Regular Meeting, May 27, 2025 Regular Meeting, May 27, 2025 Closed Meeting, June 20, 2025 Special Meeting, June 24, 2025 Regular Meeting, and July 9, 2025 Special Meeting as published. Trustee Hinshaw seconded. Passed on voice vote.

FINANCIAL REPORT

June bank reconciliations for accounts were provided to Board Members, less the Waterworks account. Did not get reconciliation completed on Waterworks account due to credit card payments from SUBS and CUSI. Bank statements were provided as support documentation.

WATERWORKS REPORT

Chief Water Operator Kyle Wirts stated VOC and BAC-T will be done this week. 4 trouble calls, 2 locates. There is water in the meter pit at 1412 Conrad. Once rain stops, will check for leak.

VILLAGE CLERK REPORT

Debit card/online transactions totaled $687.67. Includes Electric, Telephone, Internet.

There were no shut offs this month. Accounts receivable report in your folder. Past due notifications will be sent out next week. Shut offs are scheduled for August 12th.

Water bills sent out July 17th. Two residents requesting consideration of credits on billing. Board approved.

Submitted Missouri Rural Services Worker’s Compensation Insurance Trust Audit in May. Received notification there is no additional premium this year.

Received 2025 Property Tax Rates from State Auditor for review next month.

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Received notification from Lumen/Century Link concerning a lost check in the amount of $375.01. Returned documentation so new check can be issued.

Received notification from Cole County Collector that all documentation is in place allowing the Village to place a lien against property. Liens should be submitted in early September. It was

Emphasized that most parcels with a large lien never get paid. If that is the case, after three years the property is offered for sale and after being offered three times, the Collector could sell the property over the counter for any amount thus abating liens, penalties and interest.

No motorized vehicles permitted sign has been installed at the Walking Trail.

MoDOT will be holding an open house style public meeting regarding replacing the deck of the

Rock Creek bridge on Route 179 here at Village Hall on Tuesday, July 29, 2025, at 4:30 – 6:00 p.m. Flyer posted on bulletin board and post office.

Quarterly Federal Taxes, Quarterly Wage Contribution Report will be submitted next week.

OLD BUSINESS

VILLAGE CLERK POSITION

Position has been advertised again. We have received 5-6 applicants. Interviews to be scheduled.

UPDATE ON SIDEWALK GRANT

Application for a TAP grant has been submitted for $360,000. Match will be paid out of Small Community Grant. Grant, if approved, will replace south side of Main from Tammy’s Restaurant to Baptist Church, Church to Village Hall, and Church to Post Office. Should know if approved by end of August.

UPDATE ON WALKING TRAIL TIRE GRANT

Application has been submitted. Should get results in October.

NEW BUSINESS

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RESOLUTION 04-2025 APPLICATION FOR CDBG GRANT

Trustee Hunger made the motion for the first and final reading, by title only, of Resolution 04-2025, Community Development Block Grant Program as it was posted to [www.centertownmo.org](http://www.centertownmo.org). Trustee Hinshaw seconded.

There being no discussion, Chairman Brown called for a vote. Resolution 04-2025 passed on roll call vote.

AYES: 4 – Brown, Baker, Hinshaw, Hunger

RESOLUTION 05-2025 ACCOUNTANT SERVICES

Trustee Hunger made the motion for the first and final reading, by title only, of Resolution 05-2025, Accountant Services, as it was posted to [www.centertownmo.org](http://www.centertownmo.org). Trustee Hinshaw seconded.

There being no discussion, Chairman Brown called for a vote. Resolution 05-2025 passed on roll call vote.

AYES: 4 – Brown, Baker, Hinshaw, Hunger

RESOLUTION 06-2025 GREAT RIVER ASSOCIATES

Trustee Hunger made the motion for the first and final reading, by title only, of Resolution 06-2025, Great River Associates as it was posted to [www.centertownmo.org](http://www.centertownmo.org). Trustee Hinshaw seconded.

Chairman Brown stated this Resolution only goes into effect if grant is awarded. There being no further discussion, Chairman Brown called for a vote. Resolution 06-2025 passed on roll call vote.

AYES: 4 – Brown, Baker, Hinshaw, Hunger

Trustee Hinshaw made a motion to pay bills, Trustee Hunger seconded. Passed on voice vote.

Trustee Hunger made a motion to go into closed session pursuant to RSMo 610.021(2). Trustee Hinshaw seconded. Passed on voice vote.

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Went into closed session at 7:25 p.m.

Returned to regular meeting at 7:40 p.m.

There being no further business, Trustee Hunger made a motion to adjourn, Trustee Hinshaw seconded. Passed on voice vote.

Meeting adjourned at 7:40 p.m.

\_Signature on file\_\_\_\_\_\_\_\_\_

Chairman, Board of Trustees

ATTEST:

Signature on file\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Chairman Pro Tem, Board of Trustees