

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING**

JANUARY 27, 2022

The regular meeting of the Board of Trustees of Centertown, Missouri was called to order at 6:30 pm on January 27, 2022, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present.

Adam Brown
Debra Baker
Paula Hinshaw
Travis LePage (Virtual Unable to Vote)
Absent: Heather Hunger

Chairman Pro Tem Baker made a motion to accept the tentative agenda as written, Trustee Hinshaw seconded. Motion carried on voice vote.

COMMENTS FROM RESIDENTS

Bill Campbell from Putnam Chevrolet just wanted to let everyone know that he is cleaning up and repairing the building he purchased (beside the post office) for storage of cars.

Jim Plaster asked about cleaning up the fence row. Chairman Brown advised that it was on the agenda for later in the meeting.

MINUTES – DECEMBER 28, 2021 REGULAR MEETING

Minutes were provided to the board members prior to the meeting. Chairman Pro Tem Baker made a motion to accept the minutes with a correction of changing the date of the last meeting from October 28, 2021 to November 30, 2021). Trustee Hinshaw seconded. Motion passed with voice vote.

MINUTES – JANUARY 13, 2022 SPECIAL MEETING

Minutes were provided to the board members prior to the meeting. Chairman Pro Tem Baker made a motion to accept the minutes as written. Trustee Hinshaw seconded. Motion passed with a voice vote.

FINANCIAL REPORT

Dec 2021 bank reconciliation for all accounts were provided to the Board Members and public in attendance. Total of all accounts \$844,247.40. Copies of all bank statements were provided to the board as support documents.

WATERWORKS REPORT

Chief Water Operator Wirts completed four locates and one trouble call during the month. The Bac T test has been completed and the nitrate test done.

He is working with Bartlett and West to get test stations installed.

He is unable to get the hour meter from the original contact person. He will try to get it through Amazon or another source.

PSI readings were taken in different areas of the village. The results are as follows.

Mill Street.....66	Fowler.....50
Rail Road.....52 & 56	Lookout.....62
Shagri-LA.....75 & 85	Monroe.....80+

Chairman Brown is getting bids for self-read meters. He is looking at the radio frequency type.

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VILLAGE CLERK

There was one shut off for non-payment, however they came in the next day and paid to get it turned back on. There were nine past due accounts on the aged receivables report.

A letter was sent to the new tenant on Marion Street that has not applied for water services nor paid the deposit. (a copy was sent to landlord). They were given until February 10, to do so or water will be cut off.

The tenant on Main Street that had not applied for services did submit application, has paid the deposit and made additional payments. He stated that he will have balance due by this Friday.

When Hawkins delivered chlorine, they requested that the limb that hangs over the driveway be cut because they must pull way to the side of the driveway that has the slope down towards the garage. Chairman Brown said that we will get it trimmed back, also asked that we mail a letter to the property owner to advised that we will be trimming the trees over the easement to the hall.

Quarterly taxes and sales taxes have been paid. W2's and 1099's have all be sent out.

We are going to get a new drum for the copier to see if that will help the issues we are having. If that does not work, we may have to get a new one because nobody works on them anymore.

A report was run to see how many people are using the online pay system. In December 14 people used it. That is approximately 10%.

Georgia sent a message to thank everyone for the card. She also wanted to make sure that she will still be the one cleaning Village Hall. I told her that the job is still hers.

Village Clerk requested off for the entire week of April 18.

OLD BUSINESS

WATER TOWER UPDATE

Sarah from Bartlett and West was present at the meeting. She stated that there is a change order for the fence around the well house. Stakes have been placed to show the approximate placement of the fence.

Sample station bids have been received and can be included in SRF Grant. There will be 5 of them placed throughout the village. The stations will be in the easements. This should take place in the spring. We will be sending notice to the property owners.

GIS is together in the shape file. Sarah asked what electronic copy the village wants. Chairman Brown will do further research.

A map book is available. It is SRF eligible. Chief Water Operator Wirts would like to get one.

FENCING AND LANDSCPAING AT THE WATER TOWER SITE

Chairman Brown will visit with the property owners to make sure all their expectations are meet before the finally groundwork is completed.

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NEW BUSINESS

SRF GRANT APPLICATIONS FOR WASTEWATER SYSTEM &/OR SECOND WELL

Chairman Brown & Bartlett and West met and worked on grant applications. Bartlett and West suggested the village apply for grants for both Wastewater and a second well. The Grant applications are due on March 1. The cost to get the applications together is \$1,000.

Chairman Pro Tem Baker made a motion to approve the application process for the Grant Application for Wastewater and a 2nd well. Trustee Hinshaw seconded the motion. Being no further discussion, the Motion passed on a voice vote.

Chairman Brown mentioned waiting till the April 23 Election might be a better time to Vote on a Bond Issue.

BILL NO. 0022-01 AN ORDINANCE AMENDING ORDINANCE 226, AN ORDINANCE ADOPTING A WATERWORKS ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JUNE 1, 2021

Chairman Pro Tem Baker made a motion for the first reading of Bill No. 0022-01 by title only, Trustee Hinshaw seconded the motion. Being no further discussion, the motion passed with a roll call vote.

AYES: BAKER, HINSHAW,-BROWN

LEPAGE (UNABLE TO VOTE)

ABSENT: HUNGER

Village clerk read the bill title only,

Chairman Pro Tem Baker made a motion for the second reading of Bill No. 0022-01 by title only, Trustee Hinshaw seconded the motion.

Being no further discussion, the motion passed with a roll call vote.

AYES: BAKER, HINSHAW, BROWN

LEPAGE (UNABLE TO VOTE)

ABSENT: HUNGER

Bill No. 0022-01 became ordinance 232.

BILL NO. 0022-02 AN ORDINANCE AMENDING ORDINANCE 225, AN ORDINANCE ADOPTING A VILLAGE OF CENTERTOWN ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JUNE 1, 2021

Chairman Pro Tem Baker made a motion for the first reading of Bill No. 0022-02 by title only, Trustee Hinshaw seconded the motion. Being no further discussion, the motion passed with a roll call vote.

AYES: BAKER, HINSHAW, BROWN

LEPAGE (UNABLE TO VOTE)

ABSENT: HUNGER

Village clerk read the bill title only,

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Chairman Pro Tem Baker made a motion for the second reading of Bill No. 0022-02 by title only, Trustee Hinshaw seconded the motion.

Being no further discussion, the motion passed with a roll call vote.

AYES: BAKER, HINSHAW, BROWN

LEPAGE (UNABLE TO VOTE)

ABSENT: HUNGER

Bill No. 0022-02 became ordinance 233.

MRWA NOMINATION

The village has been nominated for water district of the year through MRWA. The Awards ceremony will be held at the conference luncheon on March 15.

ROADS

Plowing:

At this point, we have been able to keep up. Plow repairs were completed. There are still repairs that need to be done soon. We do have a backup service in the event the plow breaks down again.

We have not received a bill from Tyler Crocker for the work he completed for us.

A portion of Waterford Road is ours. Cole County does plow through there.

Repaving:

Chairman Brown would like to get bids to repave Main Street. He suggested a timeline be made for these types of repairs. Discussion of a master plan for road repairs was made. Chairman Brown said he would have some suggestions at the next meeting.

WATER TOWER RESERVE FUND

\$90,000 in the investment account is dedicated to the water tower. \$30,000 put into reserve which leaves \$60,000 available for use of taking the old water tower down.

WATER LEAK ON MONROE STREET

When filling the new tower there was a leak on Monroe St by Tammy's Restaurant. Since the line did not service any water customers it was turned off. Further research will be done to ensure that the line does not affect any water customers.

MAINTENANCE WORKER PART TIME (SUMMER)

The Village Clerk was instructed to prepare a small advertisement for this position in both the News Tribune and Democrat Newspapers.

PAY BILLS

Trustee Hinshaw made a motion to pay bills. Chairman Pro Tem Baker seconded. Motion passed.

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There being no further business Chairman Pro Tem Baker made a motion to adjourn. Trustee Hinshaw seconded the motion.
Motion passed.

Meeting adjourned 8:15 pm.

Next regular meeting is February 22, 2022 at 6:30 pm.

Signature on file
Chairman, Board of Trustees

Signature on file
Village Clerk