**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**APRIL 27, 2021**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, April 27, 2021, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

 Adam Brown

 Paula Hinshaw

 Heather Hunger

 ABSENT: Celine Whitaker

Chairman Pro Tem Hinshaw made a motion to accept tentative agenda. Trustee Hunger seconded and carried on voice vote.

Minutes – March 30, 2021 Regular Meeting – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Chairman Pro Tem Hinshaw seconded. Motion passed.

Minutes – April 7, 2021 Special Meeting – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Chairman Pro Tem Hinshaw seconded. Motion passed.

Comments from Residents: No comments.

FINANCIAL REPORT:

March 2021 bank reconciliations for all accounts were provided to Board Members and public in attendance. Total of all accounts: $608,668.56. Bank statements for March 2021 were provided as support documents.

WATERWORKS REPORT:

Derek McCubbin, Chief Water Operator, is on Missouri National Guard State Emergency Duty. BAC-T test has been completed. Aaron Fessler, back up operator, completed two locates. Will complete two more this Sunday. Also completed meter reading for this month. Derek hopes is state emergency duties will lighten in May and will be back in the area to complete more tasks.

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Equipment/supplies for the new construction on Conrad. Contractor is contacting home owner to schedule install. Fire hydrant located in water tower access road was removed today.

VILLAGE CLERK REPORT:

Total debit card usage for the month was $2,521.30. Includes Federal and State taxes.

There were no shut offs in April. Aged receivables in your folder. 9 accounts are past due, however, 3 are below the $20 limit. Will send past due notifications to remaining 6. Shut offs are scheduled May 6th after 9 a.m.

Provided Board Members information pertaining to deposit in the amount $1,559.06 on April 9th. During deposit process a check was returned due to incomplete data. Instructed the teller to return deposit so correction could be made in software. Once correction was made presented deposit again and was informed it was short. Initially the bank stated they did not have the missing check; however, an audit was made of the teller’s drawer and the check was found. Customer was notified he did not have to submit a new payment.

Water meters were read on April 17th. Bills have been estimated for a number of months as noted on water bills. 79 customers required adjustments. 59% of total customers. Provided Board Members a report of all adjustments. 10 were underestimated and sent letters of explanation. One had a major leak during this period. Copy of letter sent to customer provided to Board Members.

Consumer Confidence Report (CCR) is in. Even though we reported the BAC-T violation on last year’s report, DNR is requiring us to report it again. Copy of report provided to Board Members for review prior to posting.

Submitted auto pay to AmerenUE, however, did not receive confirmation. Contacted again. It has now been processes and will be in effect next month.

AmerenUE has upgraded three streetlights to LED: 1418 Conrad, 11809 Mill Street, and intersection of Lookout Trail and Waterford Road.

Republic Services will be increasing their rate from $15.91 to $16.39 on June 1st.

Spring Cleanup is scheduled May 10th.

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OLD BUSINESS:

WATER TOWER UPDATE:

Sarah Kirkegaard, Bartlett & West Engineers, briefed Board Members Caldwell Tanks is finishing the mockup of the name and logo for the Water Tower. Delayed due to final determination of tank size. Should have in 1 to 2 weeks. Road work on the tower site should start Thursday.

COMPREHENSIVE PLAN UPDATE:

Chairman Brown emailed the completed Comprehensive Plan to Board Members for review. Public Meeting for residents’ input was held on the 13th with Chairman Brown, Jennifer Bowden, and Cheryl Belt in attendance. The Plan will assist in the procurement of grants as well as planning and zoning. It is a living document and will change as needed. Motion to accept tabled until budget meeting next month.

NEW BUSINESS:

WATER METER READER POSITION:

At the April 7th Special Meeting Board Members voted to accept Michael Romano’s application for the meter reader position as well as the seasonal lawn care position. Mr. Ramono was contacted and offered the positions, however, he decided he could only accept one position. It was decided to go ahead with interviews to fill the position since he was unable to accept both positions. Interviews will be held next week.

ZONING COMMITTEE:

Chairman Brown stated the need to get a committee together. Will require another board member and members of the community. The committee will review Ordinance 75.

PETITION LAND ANNEXATION:

Chairman Brown briefed Board Members on the receipt of a petition from M. Margaret Hoffman, Larry B. Prenger and Patricia A. Prenger to de-annex their land south of Highway 50 from the Village and return the land to Cole County. Larry Prenger and David Hoffman were in attendance. Nathan Nickolaus, Village Attorney, addressed the request. The Village is a

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Statutory Village. A review of State Statutes shows that while 3rd and 4th Class cities have de-annexing statutes there is no statute related to de-annexing for a Village. Discussion of vacating Lakeshore Drive to residents. Require a more accurate legal description to protect individuals. Attorney advised the Board a Public Meeting would not be required to vacate. Discussed water line distribution.

HAZARDOUS MITIGATION PLAN:

Chairman Brown stated that Regional Planning has not yet finalized.

SCHEDULE FY 2022 ANNUAL AUDIT:

Board Members reviewed audit proposal from Graves & Associates for FY 2022 at a rate of $12,600. The cost is higher this year as a result of the need for a more detailed audit due to loan from DNR. Board approved. Audit must be completed within 120 days of fiscal year end, May 31, 2021.

SCHEDULE FY 2022 BUDGET MEETING:

FY 2022 Budget Meeting scheduled for May 11, 2021.

BILL NO. 0021-008, ELECTION RESULTS:

Chairman Pro Tem made a motion for the first reading of Bill No. 0021-008, An Ordinance accepting election results for April 6, 2021, by title only. Trustee Hunger seconded. There being no discussion, motion passed.

Village Clerk read Bill No. 0021-008, title only.

Chairman Pro Tem Hinshaw made a motion for the second reading and final passage of Bill No. 0021-008, by title only. Trustee Hunger seconded.

There being no further discussion, Village Clerk read Bill No. 0021-008, title only. Village Clerk calls the roll.

AYES – 3, Brown, Hinshaw, Hunger

ABSENT – 1, Whitaker

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Motion passes. Bill No. 0021-006 becomes Ordinance 224.

SWEARING IN OF NEW BOARD MEMBERS:

Village Clerk administered the oath of office for newly elected trustees: Travis Lepage, Heather Hunger and Adam Brown

ELECTION OF OFFICERS:

Chairman Brown tabled the elections of officers until the May regular board meeting when the full board will be seated. Debra Baker, current Village Clerk, will not take her oath until the new Village Clerk, Cheryl Belt, has been trained.

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

AYES – 3, Brown, Hinshaw, Hunger

ABSENT – 1, Whitaker

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

Meeting adjourned at 7:30 p.m.

The next regularly scheduled meeting is May 25, 2021.