**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**April 30, 2019**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, April 30, 2019, by Chairman Whitaker, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Celine Whitaker

Heather Hunger

Sherry Kempf

Adam Brown

Absent: Paul Hinshaw

Trustee Hunger made a motion to accept the tentative agenda as published; Trustee Brown seconded, and carried on roll call vote.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 - Hinshaw

Chairman Whitaker asked if there were any questions or comments from the residents in attendance. Jim Plaster, Village maintenance employee, stated he would like to discuss the possible purchase of a smaller mower for the Village Hall and City Ball Park field. Will discuss further during upcoming budget meeting.

Minutes – April 2, 2019 – Minutes were provided to board members prior to meeting. Trustee Brown made a motion to accept minutes as written. Trustee Kempf seconded and carried on roll call to approve.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 - Hinshaw

Minutes – April 12, 2019 – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Trustee Brown seconded and carried on roll call to approve.

AYES: 4 – Whitaker, Hunger, Brown

ABSTAIN: Kempf

ABSENT: 1 – Hinshaw

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FINANCIAL REPORT:

March 2019 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members March 2019 bank statements for all accounts as support documents to the bank reconciliation. Total of all accounts: $783,709.61. There is a $.01 difference in the water account. Bank shows $.01 more than the check register. Have not found the discrepancy. Will continue to research.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $1,503.85. Includes Federal and State Quarterly Taxes.

No shut offs on April 1st. Provided a current printout of aged receivables to Board Members.

7 past due notifications sent out. Emails if customer has one on file. Shut off after 9 a.m. tomorrow if payment not received.

Four way stop has been installed at the intersection of Main and Broadway.

Chairman Whitaker and I met with Census 2020 representative. Discussed upcoming census. Residents can respond electronically when they receive their mail out. August 2019, Census takers will be on the ground, verifying addresses. No contact with homeowners at this time. March 2020 mail outs will arrive. Ten questions, takes about five minutes to complete. If no response, August 2020, a census representative will make six attempts to gather information. There are temporary positions available. Posted to website. Will post to Post Office tomorrow. Must be 18 years old, flexible time schedule. Taking applications now. $14.00 an hour.

Bartlett & West Stormwater Improvements Monthly Progress Report provided to board members.

Tom Distler has installed the wind sock at the helipad.

Chairman Whitaker, Trustee Brown, Derek McCubbin and I met with Billy Everett, a representative from Missouri Rural Water Association on the creation of a Emergency Operations Plan that covers not only water emergencies but village emergencies, such as weather events. Provided a computer program to begin setting up the plan. Also contacted

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Cole County Emergency Management, Bill Farr, who provided a 300+ page plan for the Cole County area. Emergency Operations Plan required for DNR funding.

Reminder that Park Garage Sale is scheduled May 18th and Village wide Spring Clean Up is May 21st. Will repost information about Rusty’s Scrap Metal business to website.

Still trying to find someone to place flags on Veteran’s graves at the Centertown Cemetary for Memorial Day. Chairman Whitaker has left messages with numerous boy scout and eagle scout organizations.

OLD BUSINESS:

MID-MISSOURI REGIONAL PLANNING COMMISSION/ZONING: Representatives from Mid-Missouri Regional Planning Commission, David Bock, Executive Director, and Jennifer Bowden, Transportation Planner, spoke to the Board. The Commission covers a six county region, providing extra planning staff to smaller communities. Kris Scheperle, Western Commissioner, is their Chairman. Chairman Whitaker provided past history of zoning ordinances that were adopted but not passed correctly. The need for a comprehensive plan was not met. Commission’s main goal is to assist with the development of a comprehensive plan. Village attorney will guide with the ordinance development, Commission can guide the comprehensive plan process. Comprehensive plans can be elaborate, very large and expensive, including much more than land use. It can also address transportation needs, streets, sidewalks, water, sewer, electric, community facilities, and economic development. They can use preliminary engineering reports to help with 15-20 year projections. Once goals are identified the comprehensive plan will cover strategy and funding. The commission works with all kinds of state agencies for funding availability. Membership entitles the community to some free services; however, a comprehensive plan does have a cost. They do not have an engineer on staff. It is projected they would need to have 2-3 meetings with board members to identify projects. Trustee Brown stated he had been in touch with Missouri Municipal League and Jennifer, reviewing many of our ordinances. Mr. Bock stated they have worked with Ashland and Holts Summit on transportation and land use plans. Suggested the board consult with village attorney to determine if we need to do an entire comprehensive plan. The price for a full scale comprehensive plan runs between $6,500 and $7,500. A plan that addresses transportation and land use runs about $3,500.

The benefit of a comprehensive plan: Required for many grant applications, can add points in funding applications, and provides a clear plan for the future. A transportation/land use plan would take about 3 months to put together.

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COLE COUNTY GRANT PROJECT UPDATE: Trustee Brown provided Tammy Kaufmann easement documents on April 24th for signature. She wants her attorney to review. Will return on May 8th for documents.

ZONING COMMISSION UPDATE: Discussed during meeting with Mid-Missouri Regional Planning Representative.

ANIMAL ORDINANCE/HORSE: The three horses discussed last month have found a home, however, their niece is staying at the home on 2.5 acres and has asked permission to board one horse. Board decided to table so further research can be done. Recommended inviting resident to next regular meeting.

PART TIME MAINTENANCE POSITION: Jim Plaster has indicated to the board that the maintenance position is becoming more than one person can handle in the spring/summer and has asked for consideration of bringing on a part time person. This individual would help with mowing/weed eating/trees/meter readings/rereads. Will determine possibility at budget meeting next month. It was noted that it is preferred to weed eat rather than spraying weed killer.

BONDING VILLAGE CLERK: Following brief discussion, Trustee Brown motioned to proceed with $1,000,000 bond application for Village Clerk. Trustee Hunger seconded and carried on roll call vote.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 - Hinshaw

2020 BUDGET: Village Clerk provided board members spreadsheets with last three years of budgets for Village and Waterworks. Detail documents will be mailed before budget meeting on May 14, 2019.

NEW BUSINESS:

CELL PHONE – OPEN RECORD: Chairman Whitaker recommended to board members to use email for communication. Sunshine Law currently indicates that if you use your cell phone for Village business, it is susceptible to Sunshine Law. The Chairman does a lot of business by phone. Recommend in the future looking at getting the Chairman a business cell phone. Trustee Kempf recommended looking into state contracts with ATT for a reasonable plan.

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A motion to pay bills was made by Trustee Kempf, seconded by Trustee Hunger and carried on roll call vote.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 - Hinshaw

BILL NO. 0019-004, ELECTION RESULTS: Trustee Brown made a motion for the first reading of Bill No. 0019-004, An Ordinance accepting election results for April 2, 2019. Trustee Hunger seconded.

Chairman Whitaker read the bill in its entirety. There being no discussion, Trustee Kempf made a motion for the second and final reading of Bill No. 0019-004, An Ordinance accepting election results for April 2, 2019. Trustee Hunger seconded and carried on roll call vote.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 - Hinshaw

The motion passes. Bill No. 0019-004 becomes Ordinance 188.

Village Clerk swore in new board members: Celine Whitaker, Heather Hunger, and Adam Brown.

Chairman Whitaker asked for nominations for the position of Chairman. Chairman Whitaker nominated Trustee Brown, Trustee Kempf seconded. There being no other nominations, roll call vote was taken.

AYES: 3 – Whitaker, Hunger, Kempf

ABSTAIN: 1 - Brown

ABSENT: 1 – Hinshaw

Adam Brown nominated Celine Whitaker for the position of Chairman Pro Tem. Trustee Kempf seconded. There being no other nominations, roll call vote was taken.

AYES: 3 – Brown, Hunger, Kempf

ABSTAIN: 1 - Whitaker

ABSENT: 1 – Hinshaw

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The new Chairman, Adam Brown, took this moment to make a few comments. He thanked the other members for their vote of confidence. Plenty to do: continue progress on a new water tower, continue to pursue wastewater for the community, zoning, and a park improvement. Chairman Brown will be attending Missouri Municipal League training for new elected officials on June 6/7th and encouraged other board members to attend as well if they have not. He looks forward to working with Missouri Municipal League, Cole County, Bartlett & West, Mid-Mo Regional Planning Commission and the community. We will move forward together.

There being no further business, Trustee Hunger made a motion to adjourn, Trustee Kempf seconded, and carried on roll call vote.

AYES: 4 – Whitaker, Hunger, Kempf, Brown

ABSENT: 1 – Hinshaw

Meeting was adjourned at 7:45 p.m.

The next regularly scheduled meeting is May 28, 2019.