**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**AUGUST 27, 2019**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, August 27, 2019, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

 Adam Brown

 Paula Hinshaw

 Heather Hunger

 Sherry Kempf

 ABSENT: Celine Whitaker

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

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 - Whitaker

Chairman Brown asked if there were any comments or questions from residents. Jesse Kirchhoff, Centertown resident, asked about the land survey correction for property between Madison Street and Oak Street and between Lookout Trail and Main Street. Chairman Brown stated the Village has been informed there is legal action pending, therefore no comment can be made at this time.

Minutes – July 31, 2019 – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call to approve.

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 – Whitaker

Minutes – August 13, 2019/Special Meeting – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call to approve.

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 – Whitaker

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Minutes – August 13, 2019/Closed Meeting – Minutes were provided to board members prior to meeting. Trustee Hunger made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call to approve.

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 – Whitaker

Minutes – April 12, 2019/Correction – Minutes were provided to board members prior to meeting. Trustee Kempf made a motion to accept minutes as written. Village Clerk Baker stated that the correction is incorrect. Minutes will be corrected with the correct street names and present to the board at the next regular meeting. Trustee Kempf withdrew her motion.

FINANCIAL REPORT:

July 2019 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members July 2019 bank statements for all accounts as support documents to the bank reconciliation. Total of all accounts: $777,933.39.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $165.85.

No shut offs on August 1st. Provided a current printout of aged receivables to Board Members. 12 past due notifications have been mailed, as well as email notification if customer has provided an email address. Shut off is scheduled after 9 a.m. September 3rd if payment not received.

Provided copy of DNR letter, re: Draft Fiscal Year 2020 Intended Use Plan, Drinking Water State Revolving Fund Loan to Board Members. Letter has also been posted to website.

New water meter has been installed at 11808 Mill Street. Owner recently requested water be turned back on. It has been off since 2015. Due to trouble turning water on, meter had to be replaced. During install, the concrete steps were partially removed and have since been replaced. Grass has been seeded and strawed.

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Village has received the 2020 Census Local Update of Census Addresses Operation (LUCA) Feedback Request. This is a review of information sent in 2018, verifying information is still correct.

Provided Annual Holding Tank Agreement to Health and Senior Services. The Village is required to renew this agreement annually, verifying the holding tank is being service/dumped on a regular basis.

Completed Due Diligence Questionnaire for Financial Advisor. This is part of DNR’s requirements for the loan application pertaining to the water tower. This includes system revenues, largest users, overall usage for past five years.

Bartlett & West Stormwater Improvements Monthly Progress Report provided to Board Members.

OLD BUSINESS:

WATER TOWER UPDATE: Chairman Brown attended a program with DNR about Water and Waste Water Funding. Spoke with Denise Derks, Project Developer for the Department of Economic Development Business and Community Service. She is one of the coordinators for the Community Development Block Grants (CDBG). Also spoke with Darleen Groner, Drinking Water Unit Chief for DNR. Both encouraged the Village to continue working on the 2nd well for our water tower project. The Village has been failing a backup source of water on inspections for some time. It was also recommended the Village pursue the CDBG Income Survey to get additional funding for the project.

Mid-Missouri Regional Planning can assist with the Income Survey. Some cities have offered a $5.00 discount on the water bill is survey was turned in by a specific date. Surveys can be mailed as well as emailed.

Gary Davis, Bartlett & West Engineer, reviewed the Village’s loan application. The loan application was submitted in February 2019. Based on the Draft Intended Use Plan, the Village came in second, based on need. Maximum is $2,000,000/75% grant. The CDBG is $5,000 per connection. Some entities get the loan only. The Village is fortunate to get loan and grant/$2.8 million. This would represent an approximate $500,000-$600,000 loan. Pursuing two funding agencies is well worth it. The DNR loan requires the Village one year to get the water tower out for bid, September 2020. If we miss this deadline, will have to complete a new application.

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Mr. Davis reviewed Task Order 8 provided to Board Members in their folders. Details pipeline design, permitting/bidding, up to construction. First thing to complete: Topographic/boundary survey. Board members will review and schedule special meeting to discuss.

STORMWATER IMPROVEMENTS UPDATE: Chairman Brown meet with property owners and provided updated information. There has also been discussion with other property owners about the direction of the one way street proposed in from of Tammy’s Restaurant. Concerns about when two of the railroad crossings are blocked, people will be unable to use Main Street to access the Oak Street crossing.

Spoke to Dillon at Bartlett & West and was reminded that if we change the direction of the one way street there will be a loss of 3-4 parking spots. It also would not be safe for traffic to back onto Main Street/Rt NN. During the original meeting and planning it was determined that the additional parking was important.

STORM SIREN UPDATE: Chairman Brown briefed Board Members he has submitted a Notice of Interest with SEMA about the warning sirens. There is concern that the Village did not participate in the Mitigation Plan that took place several years ago. There will be a meeting with Cole County Emergency Management concerning ways the Village might be able to work with SEMA. There is a second source of funding with USDA and he has been in discussion with them as well. Chairman Brown has received two bids for sirens. Depending on how the meeting with Cole County goes, more information will be available at the next meeting.

COMPREHENSIVE PLAN UPDATE: Chairman Brown briefed Board Members there will be a discussion meeting in September to go over the details from the first public meeting pertaining to the Comprehensive Plan. The details will include a review of the Village sidewalks, current land usage, and working with Cole County Public Works and Health Departments.

NEW BUSINESS:

COLE COUNTY AGREEMENTS: Chairman Brown has started discussions with both the Cole County Health Department and Cole County Public Works. There are a number of services that are not offered in the Village that the other six cities in Cole County receive, to include building inspections, road planning, abatement issues and nuisance ordinances.

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

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 – Whitaker

Trustee Kempf asked for a report of the cost of all the projects with Bartlett & West. Will provide at next board meeting.

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

AYES: 4 – Brown, Hinshaw, Hunger, Kempf

ABSENT: 1 – Whitaker

Meeting was adjourned at 7:30 p.m.

Next regular meeting is September 24th at 6:30 p.m.