

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING
DECEMBER 26, 2023**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, December 26, 2023, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Adam Brown
Heather Hunger
Debra Baker
Paula Hinshaw

Travis LePage (absent)

Trustee Hunger made a motion to accept the tentative agenda as posted, Chairman Pro Tem Baker seconded. Passed on voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were received.

MINUTES FROM THE NOVEMBER 28, 2023, REGULAR MEETING:

The minutes from the November 28, 2023, Regular Meeting were provided to Board members prior to the meeting. Trustee Hunger made a motion to accept the minutes as published, Trustee Hinshaw seconded. Passed on a voice vote.

FINANCIAL REPORT:

October, 2023, bank reconciliations for all accounts were provided to Board Members by the Village Clerk prior to the meeting. Hard copy was provided to public in attendance. Bank statements were provided as support documentation. The balance for all accounts was \$904,706.92 This balance includes \$53,391.26 in the DNR SRF Loan and Grant accounts, \$258,780.72 in the Waterworks Maintenance Reserve account, and \$0.46 in the American Rescue Plan Act (ARPA), which was used for the installation of self-reading water meters and will be used for the ARPA-funded Lead Service Line Inventory project.

The Village Clerk reported that \$10,499.95 in property taxes had been received fiscal year to-date compared with \$3,457.25 at the same time last fiscal year; the bulk of property taxes are received from the Cole County Collector in December and January. Sales tax revenue fiscal year to-date are \$14,744.65 compared to \$15,024.78 last fiscal year which is a 1.9% reduction; if

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revenues continue to be down by 2% for the rest of the year, total sales tax collected would be \$22,043.83 which is above the budgeted amount of \$20,000.

WATERWORKS REPORT:

Chief Water Operator Wirts went through the report on the water tower contamination issue; the most likely cause for the debris found in the tower was that the cap was not bolted-down correctly after the warranty work was completed following the 11-month inspection and was not discovered until the final inspection was done. The crew from Viking used sterilized skimmers to clean the tower and remove the debris and then bolted the cap shut correctly. Additionally, Caldwell Tank sent a screen with a tighter mesh that has been installed. DNR is satisfied with the clean-up and repair work. Mr. Wirts said he believed that Caldwell Tank/Viking should pay for the cost of the clean-up and re-inspection; the Board indicated their agreement.

Mr. Wirts reported that the starter on the well that burned-up appeared to be the wrong voltage according to the specs for the work. On the lead-service line inventory survey proposed to be sent-out by Bartlett & West, Mr. Wirts said it would provide good information but he is worried people won't respond and people with limited technical knowledge will struggle completing it. Chairman Pro-Tem Baker said the Board should consider giving a \$5 credit on water bill if the survey is returned; Chairman Brown said maybe the basic account information could be pre-filled.

Mr. Wirts said the lead and copper testing has been submitted to DNR and no word has been received which usually means everything is good. The acceptable limits for lead and copper in drinking water are being changed from 15 parts per billion to 10 parts per billion. The chlorine got filled a couple of weeks ago. In response to a question from Chairman Brown, Mr. Wirts said the Bac-T samples are pulled the last week of the month and submitted to DNR.

VILLAGE CLERK REPORT:

Debit card/online transactions total \$4,213.20 comprised with \$3,239.61 of that being the quarterly principal and interest payment on the bonds and the rest being payments for electric and telephone/internet services. A listing of the transactions is in the Board member's packets.

There were 0 shut-offs this month. Accounts receivable report is in the Board's packets. 8 past due notifications were sent-out. Shut off is scheduled for January 2.

The Annual Financial Statement was submitted to the State Auditor's Office by the November 30 deadline.

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The Semi-Annual Financial Statement for the first 6 months of FY23 was published in the December 10 edition of the News Tribune and it has been posted to the website, here at Village Hall and at the post office.

Work is ongoing on the annual audit; the Village Clerk met with Graves & Co. to resolve some issues with balances in cash accounts and has provided Graves additional information as requested. ,

The notice of the candidate filing period for the April 2, 2024, election closed today at 5 p.m.; one candidate filed.

There were 2 notes included with water payments this month; one complaining about the tree removal at 11814 Mill Street and the other dealing with “turning up” the water pressure from a resident on Fowler Street.

The Village received its Certificate of Endorsement for Source Water Protection from DNR; the certificate is good until June 30, 2028. The Village received assistance from the Missouri Rural Water Association in making the necessary revisions to the plan prior to its submission to DNR.

The required form was filed with the Department of Revenue to enable the Village to access sales tax records; the form has to be filed by December 31 of each year.

The Village Clerk will be out of the office on Thursday, December 28; Chairman Brown has indicated he will be here to cover the office hours.

OLD BUSINESS:

WATER TOWER WRAP-UP: There will be a public hearing at the January 30 meeting as part of the close-out process for the CDBG grant. After the public hearing, a project monitoring will be held with staff from the State’s CDBG Program. Lincoln Brown from the Mid-Missouri Regional Planning Commission will be working with the Village to prepare for the monitoring visit.

LEAD SERVICE LINE INVENTORY PROJECT SURVEY: See the comments under the Water Works Report. The Board indicated that if the Village is mailing the survey out, then a cover letter will need to be prepared. Also, the survey needs to specify that the homeowner should look at the point where the water service comes into the house in responding to the survey

ADDITIONAL DISCUSSION ON BILL 0023-014 AN ORDINANCE ADOPTING CHARGES FOR WATER BILLING OF MULTI FAMILY DWELLINGS WITH TWO OR MORE ELECTRIC METERS – DISCUSSION ONLY

The Board discussed the recommendation from the Village Attorney that multi-family accounts should be in the property owner’s name. The Board also discussed leaving the base charge

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language in the bill and taking the totals out. Additional revisions and the revised bill will be brought back before the Board at a future meeting.

NEW BUSINESS:

REPORT ON MEETING WITH HDR ENGINEERING

Chairman Brown reported on a meeting he was invited to attend with representatives from MODOT and HDR Engineering at which a report was presented by HDR on various options for constructing a separated railroad crossing on Monroe Street. A copy of the different alternatives was provided to the Board; Chairman Brown said the preferred option from MODOT and HDR is Alternative 2. The Village would not be asked to pay anything if the work is completed. Chairman Brown said he encouraged the use of existing road/alley rights-of-way and to take rental housing instead of owner-occupied housing. MODOT will now look for grant funding and if secured, will finalize the plans and hold public meetings before any construction is begun. The Board indicated the issue of who would maintain any new streets in the Village resulting from the project needs to be addressed

RE-CONFIRM DATE FOR MID-YEAR BUDGET REVIEW SCHEDULED FOR JANUARY 16, 2024 AT 6 P.M.

The Borad confirmed that the mid-year budget review will be held on January 16, 2024, at 6 p.m.

A motion to pay bills was made by Trustee Hunger, seconded by Chairman Pro Tem Baker. Motion passed on a voice vote.

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

Meeting adjourned at 9:00 p.m.

The next regularly scheduled meeting will be on Tuesday, December 26, 2023, at 6:30 p.m.

SIGNATURE ON FILE
Chairman, Board of Trustees

ATTEST:

SIGNATURE ON FILE
Village Clerk.

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