

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING
DECEMBER 27, 2022**

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

Adam Brown
Travis LePage
Paula Hinshaw
Debra Baker (absent)
Heather Hunger

Trustee LePage made a motion to accept the tentative agenda. Trustee Hinshaw seconded. Passed on voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were made.

MINUTES FROM THE NOVEMBER 29, 2022, REGULAR MEETING:

The minutes from the November 29, 2022, Regular Meeting were provided to Board members prior to meeting. Trustee LePage made a motion to accept minutes as published, Trustee Hunger seconded. Motion passed by voice.

FINANCIAL REPORT:

November , 2022, bank reconciliations for 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 cleared balance for all accounts is \$931,517.73 with the balance being \$846,776.67 when uncleared transactions are included. This balance includes \$543.77 in the DNR Loan and Grant accounts, \$255,523.02 in the Waterworks Maintenance Reserve account, and \$40,403.62 in the American Rescue Plan Act, which is to be used for the installation of self-reading water meters.

WATERWORKS REPORT:

Chief Water Operator Wirts was not in attendance due to being out-of-town. Chairman Brown stated there are continuing issues with the fiber installation project. Chairman Brown reported

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a line was hit by Dixie Garden which didn't result in the tower being drained. The cover over the controls for the radio signals between the tower and the well is broken which resulted in the controls freezing-up and the tower overflowing. The broken cover should be replaced by C & S as part of the punch list items. In the meantime, the well will be turned on and off manually, as needed, to keep the tower adequately filled. Chairman Brown reported that the Village received \$525 in training credits from DNR which he plans to use to attend water operator training scheduled for April and May. The Village received the reimbursement from Mid-State Communication, the fiber installation contractor, for costs incurred for the water main break in October.

VILLAGE CLERK REPORT:

Debit card/online transactions for December total \$4,531.87 with \$3,178.98 of that being the online quarterly payment on the SRF loan. Debit card usage totaled \$339 for postage and \$15 for Intuit payroll service. A listing of the transactions is in the Board's packet.

There were 0 shut offs this month. Accounts receivable report is in your folder. 8 past due notifications were sent out. Shut off is scheduled for January 4th.

Meter reading and billing utilizing the new meters went well again this month. There was another bad reading at Longfellow's and 2 other meters had to be manually read but the issues with those 2 meters have been fixed.

Questions and information requests are still being received from the auditors; more on the audit in New Business.

The deadline for filing for the three Board seats up for election in April was 5 p.m. today. Three candidates have filed for the election: Debra Baker, Adam E. Brown, and Heather Hunger.

Notice was received from Ameren Missouri of an approximately 12% rate increase for which they have applied. The request is going through the approval process with the Public Service Commission.

Received notice from the Missouri Department of Revenue that as of January 1, 2023, political subdivisions will no longer be permitted to opt-out of sales tax holidays.

Also, effective January 1, 2023, the overall sales tax rate will be lowered by 1/8 cent as Cole County did not renew a portion of their applicable sales tax. This change will be need to be made to the water billing system as sales tax is collected from commercial customers

A transfer was made to the Maintenance Reserve fund from the Waterworks Fund as required by SRF loan agreement.

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The semi-annual financial statement for the Village was published on December 9 meeting the December 10 deadline set by law.

The signed ARPA agreement was received back from Cole County.

OLD BUSINESS:

WATERTOWER & WATERWORKS/BARTLETT & WEST ENGINEERS:

CHANGE ORDERS FOR WATER TOWER PROJECT:

Change Order 4: The contractor has asked to extend the completion for the re-painting work that needs to be done until April, 2023, as the paint will adhere better if applied when the weather is warmer; this is a no cost change order.

Change Order 3: Chairman Brown stated he has questions about the cost for additional gravel around the wellhouse which he would like to get answered before approving this change order.

USE TAX BALLOT ISSUE DISCUSSION

Chairman Brown reported that the Village has until mid-January to get the question of approving a use tax equal to the sales tax rate on the ballot for the April 4, 2023, election. The Board discussed options for putting it on the ballot at other times but those would be more costly as April 4 is the only scheduled general election. The Board discussed putting the issue on the April ballot to see what happens and that a use tax keeps up with how people are purchasing goods now. An ordinance will be prepared for future Board action to put the issue on the April 4 ballot; a special meeting will be necessary to get the ordinance passed prior to the deadline.

NEW BUSINESS:

REVISED CONTRACT WITH GRAVES AND ASSOCIATES FOR AUDIT SERVICES

A revised contract was received from Graves & Co. that added the Federal Single Audit tasks. Chairman Brown was able to negotiate with Graves & Co. to keep the cost the same as there was some question as to whether or not the Single Audit requirement should have been included in the original agreement. The Board discussed the need to do an RFP for audit

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services for the next audit to see what other options might be available. Chairman Brown said he will work on preparing the RFP.

TAP GRANT APPLICATION DISCUSSION

Chairman Brown said that MODOT had sent-out notice that \$5 million was not awarded in TAP Grant funding in the Central District and they are re-opening the application process. Chairman Brown discussed a potential application for a project that would include installing sidewalks on both sides of Main Street from Tammy’s Restaurant around to BO-9’s including crosswalks to cross Main Street. The project would also include sidewalks on both sides of Broadway from Main Street to just south of the railroad tracks as well as a drainage ditch to address the intersection at Main and Broadway that floods. The plan would be to use the Small Communities grant received from Cole County as the local match. The engineering for the project would be done by Bartlett & West as part of the Transportation On-Call task order and would cost about \$1,500. Chairman Brown said he would prepare the application. The Board indicated their approval for preparing the application.

SET DATE FOR MID-YEAR BUDGET REVIEW

The mid-year budget review meeting was set for 6:00 p.m. on January 5, 2023.

A motion to pay bills was made by Trustee LePage, seconded by Trustee Hunger. Motion passed on voice vote.

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

Meeting adjourned at 7:30 p.m.

The next regularly scheduled meeting is scheduled for January 31, 2023.

Signature On File
Chairman, Board of Trustees

ATTEST:

Signature On File
Village Clerk