**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**DECEMBER 28, 2021**

**(CORRECTED)**

The regular meeting of the Board of Trustees of Centertown, Missouri was called to order at 6:30 pm on December 28, 2021, by Chairman Brown, in the Village Hall at 1127 Broadway. On roll, the following members were present.

Adam Brown  
Debra Baker  
Paula Hinshaw  
Travis LePage

Absent: Heather Hunger

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

COMMENTS FROM RESIDENTS

There were no comments or questions from residents.

MINUTES – NOVEMBER 30, 2021, REGULAR MEETING

Minutes were provided to the board members prior to the meeting. Trustee LePage made a motion to accept the minutes with correction of typographical error. Chairman Pro Tem Baker seconded. Motion passed with voice vote.

FINANCIAL REPORT

Total of all accounts $851,702,70. Copies of all financial reports were given to the board.

WATERWORKS REPORT

Chief Water Operator Wirts was unable to attend the meeting. He e-mailed his report to the Village Clerk. Bac-T test was taken on December 20. The new hour meter for the well has been ordered. Chief Water Operator Wirts has the phone number for his contact for the order. He completed 4 locates during the month of December and worked on the water tower project several days. Water pumping has been done manually since December 18th on the average of every other day. The contractor contacted him on Christmas Eve regarding training with the new system. It will take place after January 3. Rudy (apprentice) will also receive training on the new controls allowing total automation.

VILLAGE CLERK

There were no shut off’s and 8 Aged Receivable’s in November.

We received new contact information for Century Link. The check was deposited in the Village Account, but I have made corrections. They now have a credit on file with us.

Letter has been sent to the landlord for the location on Marion Street requesting additional fees owed by previous owner.

One previous owner of home on Main Street contacted me regarding getting bills for house she had sold. I was never told that the new owners were moving in. Water had not been shut off because previous owner was moving out the same day the new owners were taking possession. With Chairman Brown’s OK, I obtained the new owners name and sent them a letter to collect the two months water bills that the previous owner had paid for them. The letter also told them to come apply for water services and pay deposit. If they do not do so by January 10, there water will be shut off. When we receive their payments, we will reimburse the previous owner for the balance of the two bills along with her deposit.

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There is another similar situation that I need board direction. A landlord called me the other day stating that he received the bill for a property that has a new tenant. That tenant did not submit their application and deposit until December 8 and the landlord never informed me that someone was moving in. The Landlord wants me to rebill the past bill which is a past balance and current balance ($52.03) to the new owner. Board instructed Village Clerk to send a letter to that tenant requesting payment for past two bills and waive any penalty and send a copy of the letter to the landlord. If not paid by January 10, 2022 shut the water off.

Sometime in the next few months, I would love it if one or two of the board members could meet with me at the hall to go through the boxes of old items that were found upstairs. I would like to get rid of anything that is no longer needed by requirements, except for anything that might contain historical value. I am needing filing space to put some of the older documents that are kept in the office.

We also have several pieces of office equipment that we need to check out and see if they work and decided what to do with them. Possibly could be sold (if they work) if we don’t want to use them.

I would like to change the office hours. Instead of being open 8 am – 12 noon, I would like to open at 9:00 and be open until 1:00. It will help in that we will be open during the lunch hour and when the delivery trucks usually come. The board approved this. New hours will begin January 4, 2022.

**OLD BUSINESS**

USE TAX - BILL NO. 0021-16 An Ordinance Establishing A Use Tax for the Village of Centertown, State of Missouri Second Reading

Trustee LePage made a motion that the second reading of Bill No. 0021-16 be by title only. Motion seconded by Chairman Pro Tem Baker.

Discussion: Trustee Hinshaw asked how this tax works. Explanations were given by Pro Tem Baker and Chairman Brown

Following discussion, the motion to read Bill No. 0021-16 by title only and Passage of the Bill passed and became Ordinance 231 on roll call vote.

Aye’s: Chairman Pro Tem Baker, Trustee LePage, Trustee Hinshaw

Nay’s: Chairman Brown

Absent: Trustee Hunger

Clerk Read the Bill by title only

WATER TOWER UPDATE

The new water tower is in operation. It passed all inspections. There was nobody from Bartlett & West at the meeting for any additional updates.

**NEW BUSINESS**

NO PARKING SIGNS

Chairman Brown has talked to BO-9 regarding putting signs back up in front of the station. They stated they have been put up several time and are always torn down. It was suggested that instead of signs, the area be striped and “NO PARKING” painted on the pavement. Chairman Brown will check into having this done.

RESCHEDULE MID YEAR BUDGET REVIEW

The board agreed to hold the meeting on January 6th at 6:00 pm.

DISCUSSION OF PROJECTS FOR COUNTY AND CBDG GRANTS

Chairman Brown stated that CDBG can match some funds. Possible amounts would be $100,000 to $200,000. Some possible uses

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would be deep drainage ditch cleanouts. We could possibly raise Rt. U where it intersects with Lookout Trail to level it out and the

dip(s) would be on Lookout. There was also discussion about sidewalks or walking trails.

We will try to have Bartlett and West as well as Missouri Municipal League to be here for further discussion.

LINCOLN EXTENTIUON PROGRAM – PROJECT SUGGESTION

Chairman Brown had a discussion with Lincoln regarding a farmers’ market. There would need to be at least 6 vendors involved and one person to oversee the project. This may not be feasible.

REPAIR OF WATER LINE AT SHED/GARAGE

Chairman Brown and Chief Water Operator Wirts have looked at the situation. The line does not have a shut off valve. There has been a plumber contacted to perform the repairs in the near future.

Trustee LePage made a motion to pay bills. Trustee Hinshaw seconded.

AYES: Baker, Hinshaw, LePage

ABSENT: Hunger

Bills were paid.

There being no further business Trustee LePage made a motion to adjourn the meeting. Trustee Hinshaw seconded. Motion Carried.

AYES: Baker, Hinshaw, LePage

ABSENT: Hunger

Meeting adjourned 8:00 pm.

Next regular meeting is December 28, 2021 at 6:30 pm.

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Chairman, Board of Trustees

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Village Clerk