**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**June 30, 2022**

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

 Adam Brown

 Heather Hunger

 Debra Baker

Trustee Hunger made a motion to accept the tentative agenda as published. Trustee Baker seconded. Passed on voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

Jim Plaster commented on weed mowing at the park and said weeds would have to be cut 2 or 3 times. Also said need to mow on both sides of the road; Chairman Brown said the Village’s mower had been instructed to mow both sides.

Gayle Garvin asked about the nuisance process and asked for a copy of the nuisance ordinance which was provided to her.

Minutes – May 31, 2022, Regular Meeting – Minutes were provided to board members prior to meeting. Trustee Baker made a motion to accept minutes as published, Trustee Hunger seconded. Motion passed by voice vote.

Minutes – May 31, 2022, Closed Meeting – Minutes were provided to board members prior to meeting. Trustee Baker made a motion to accept minutes as published, Trustee Hunger seconded. Motion passed by voice vote.

FINANCIAL REPORT

May, 2022 bank reconciliations for accounts were provided to Board Members by Village Clerk prior to board meeting. Hard copy was provided to public in attendance. Bank statements were provided as support documentation. Balance for all accounts is $900,817.04. This balance includes $39,316.86 in the DNR Loan and Grant accounts, $254,650.70 in the Waterworks Maintenance Reserve account, and $29,245.67 in the American Rescue Plan Act, which is to be used for the installation of self-reading water meters.

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WATERWORKS REPORT:

Chief Water Operator Wirts reported to board members that four locates had been completed for the month and that all test stations had been turned on and the monthly BAC-T has been taken. The well experienced an issue with its starter a week ago Saturday; Flynn Drilling was called and got the well working again; a new soft starter will be installed in about 4 weeks. Service to Dixie Gardens was disrupted as part of draining and disconnecting the old water tower; service was restored and working to resolve an issue with high levels of chlorine as a result of disinfecting the water after service was restored. Chief Operator Wirts that he had just received a phone call from the resident along Route U who reported the water in the ditch had cleared-up.

Chairman Brown reported that the new self-read water meters are scheduled to be installed sometime during the period from July 10 – 14; the new meters are guaranteed for 20 years; Chief Operator Wirts commented that the new meters will count every drop of water that is used.

VILLAGE CLERK REPORT:

Debit card usage for the month: $1,927,33; spent over $500 on stamps since postage is going up in July,

There was 1 shut off this month; turned back on the next day. Accounts receivable is in your folder. Seven past due notifications were sent out; six customers have not yet paid. Shut off is scheduled for July 6th.

Attended the MRWA Board & Council training.

Consumer Confidence Report was annotated on this month’s water bill and report was submitted to DNR on June 15.

Signed-up for online CUSI training on August 17.

Central Bank has contacted us saying with 2-year commitment, the rate on the Village’s accounts will go to .75% and with a 3-year commitment, the rate would be 1%. The Board instructed the Village Clerk to go with the 3-year commitment.

Lauber Municipal Law notified the Village that their rate will go to $195/hour effective July 1, 2022; current rate is $175/hour.

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Apollo Porta Potties notified us that effective June 1, 2022, a $4 per unit/per week fuel surcharge will be charged due to the high cost of fuel. The porta potty at the park is serviced once per week during the summer months.

During a computer backup, message appeared saying we needed to upgrade to Windows 11 which was done. Subsequently, discovered that QuickBooks isn’t compatible with Windows 11; the only solution is to purchase a QuickBooks upgrade at a cost of $15 to $20 per month. A representative will be contacting the Village Clerk on July 5 to discuss which option best fits the Village’s needs.

An application was submitted to Traveler’s Insurance through the Naught-Naught Agency for a public official’s bond for the Village Clerk.

The Village Clerk thanked Trustee Baker for all her time providing training during June.

OLD BUSINESS:

WATERTOWER/BARTLETT & WEST ENGINEERS:

Sarah Kirkegaard, Bartlett & West Engineer, reported that fencing and gravel had been installed around the well house. The new water tower project is nearing completion with the 11-month inspection being the primary item yet to be completed; that inspection should be done in the October-December timeframe. Jeff Schneiders Excavating has drained and disconnected the old tower. C&S has been informed about the ruts in the road at the new water tower site; the plan is put gravel down with a weed barrier mat underneath; the estimated cost is $15,000.

ARPA FUNDS UPDATE:

Chairman Brown reported on efforts to get a Unique Identifier Number which is needed to receive ARPA grants; certifications from the Missouri Secretary of State’s Office were submitted today which will hopefully resolve the issue. Sarah Kirkegaard reported that the applications can be submitted without the number and that three applications will be submitted for the following projects: 1) wastewater system; 2) install a second water well; and 3) conduct a lead service line inventory. The plan is to complete the wastewater system in phases with a total estimated cost of $15.9 million. The lead service line project has an estimated cost of $60,000. The current plan is to pump the wastewater and connect with Jefferson City’s sewer system at Elston using existing easements to the extent possible to limit land acquisition costs. Chairman

Brown stated that Representative Leuktemeyer’s office informed him that $3 million has been earmarked in current legislation to fund the local match.

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COLE COUNTY SMALL COMMUNITY GRANT/SIDEWALKS/DRAINAGE/ROADS UPDATE:

Dillon Freely, Bartlett & West Engineer, briefed board members on grant application. The application includes installing sidewalk along Main Street wrapping around to by the gas station, drainage improvements along Lookout Trail including the possible installation of drainage culverts under driveways and under Lookout Trail and drainage improvements at the 4-way stop. The application will be for the maximum request allowed of $250,000 with a 5% match included. The Board directed Bartlett & West to submit the application.

NUISANCE LETTERS UPDATE:

Letters were sent to five residents giving them until July 5, 2022, to abate the nuisance cited in the letters. The Village Attorney submitted an abatement letter to the Union Pacific Railroad and plans to send a letter on the bank-owned property. Chairman Brown stated he had talked to a landscaping company about doing the abatement work if the nuisances aren’t abated by the property owners by July 5; the nuisance ordinance allows for a lien to be placed on the property for the cost of abatement.

NEW BUSINESS:

RESOLUTION NO. 03-2022 SIGNATURE AUTHORITY FOR ARPA GRANTS: Trustee Baker made a motion to approve Resolution 03-2022 authorizing Chairman Brown to execute and file an application for the State’s ARPA Grant Program. Trustee Hunger seconded. There being no further discussion, the Village Clerk called the roll:

AYES – 3, Brown, Hunger, Baker

Motion passes. Resolution No. 03-2022 is approved.

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

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

Meeting adjourned at 8:00 p.m.

The next regularly scheduled meeting is July 26, 2022.

 Signature on file \_\_\_\_

 Chairman, Board of Trustees

ATTEST:

Signature on file\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Village Clerk