

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING
MARCH 28, 2023**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, March 28, 2023, 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
Heather Hunger

Chairman Brown recommended moving the Trash Service Bid agenda item to right after the Financial Report. Trustee Hunger made a motion to accept the tentative agenda with that amendment, Trustee LePage. Passed on voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were received.

MINUTES FROM THE FEBRUARY 28, 2023, CLOSED MEETING:

The minutes from the February 28, 2023, Closed Meeting were provided to Board members prior to the meeting. Chairman Pro Tem Baker made a motion to accept the minutes as published, Trustee Hinshaw seconded. Motion passed by voice vote.

MINUTES FROM THE FEBRUARY 28, 2023, REGULAR MEETING:

The minutes from the February 28, 2023, Regular Meeting were provided to Board members prior to the meeting. The Village Clerk informed the Board there was an error on Page 5 of the minutes as AJ Lawncare's bid for the weekly mowing was \$280 instead of the \$480 reflected in the draft minutes. Trustee Hunger made a motion to accept the minutes with the correction on Page 5, Trustee LePage seconded. Motion passed by voice vote.

FINANCIAL REPORT:

February, 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

Village of Centertown Regular Meeting

March 28, 2023

statements were provided as support documentation. The balance for all accounts was \$858,449.92. This balance includes \$2,801.41 in the DNR Loan and Grant accounts, \$256,229.78 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.

Chairman Pro Tem Baker asked if the bill from Brightspeed for phone and internet had increased. The Village Clerk told the Board that the monthly bill has generally been around \$220 the last several months.

TRASH SERVICES BID REVIEW AND AWARD

One bid was received for providing trash service within the Village with that bid coming from Republic Services. Lillian Kinard from Republic Services told the Board the bid includes the same services as Republic currently provides within the Village including 2 curbside clean-ups for residential customers and trash pickup at the Ballpark and Village Hall. The price for the first year will be \$16.88 monthly or \$50.64 every 3 months which includes surcharges and administrative charges. The Agreement will be for 5 years and includes anticipated annual price adjustments.

Trustee LePage made a motion to accept the bid from Republic Services, Trustee Hinshaw seconded. Motion passed by voice vote.

WATERWORKS REPORT:

No report as Chief Water Operator Wirts was not in attendance

VILLAGE CLERK REPORT:

Debit card/online transactions total \$4,882.54 with \$3,236.71 of that amount being the quarterly payment on the water tower bonds and \$60 for the annual safety deposit box rental; the remainder being for electric and telephone/internet services. A listing of the transactions is in Board members' packets.

There was 1 shut off this month with payment made and service restored the following day. Accounts receivable report is in your folder. 10 past due notifications were sent out. Shut off is scheduled for April 5.

The first pest control treatment of the season was done by Steve's Pest Control last Thursday.

The annual MML Benefit Survey was completed and submitted.

As has been mentioned previously, QuickBooks 2020 will no longer be supported and updates won't be available after May 31, 2023. Intuit is really pushing customers to go with QuickBooks

Village of Centertown Regular Meeting

March 28, 2023

Online instead of the Desktop version which we have now. In talking with Graves & Co., they are highly recommending that the Village stay with the Desktop version as the Online version isn't as user friendly and doesn't deal with different "classes" of expenditures as well as the Desktop version. Also, since the Village only has 1 user, the ability to share files and work in the files from any device and location isn't that important. Graves said they do work with other softwares but they all have limitations which QuickBooks Desktop doesn't have. Graves also confirmed that there have been large price increases for QuickBooks recently. In terms of costs, Intuit is offering a 50% discount for the first year using Quickbooks Online which would cost the Village \$780; the first year with the Desktop would cost \$1,300. Over a 3 year period, which is length of time the Village has used the current Desktop version, the costs for the 2 options are virtually the same. The Board suggested further research to see if the online version might work for the Village.

As a reminder, Republic Services has notified the Village that the Residential Bulk Spring Clean-up is scheduled for May 8, 2023 with the same guidelines as previous bulk clean-ups.

The Major Water Use Report was submitted to DNR; it showed an increase over previous years of about 2,000 gallons per day.

A letter was received from DNR formally informing the Village that the actions taken to address the findings in the inspection report were acceptable and no further response is required.

Notice was received from Cole County of three building permits that have been issued by the County within the Village in the last couple of months. The permits were for a new single family house, a remodel, and for a detached garage.

Chairman Pro Tem Baker told the Board that the State of Missouri has had a use tax for several years. Until 1/1/2023, the tax was only collected if the merchandise being purchased came from a physical location within Missouri. After 1/1/2023, use tax is now collected on any taxable item sold to a Missouri resident. Cole County also changed their use tax on 1/1/2023 so now the County's use tax is collected on any item mailed to a Cole County address. Chairman Pro Tem Baker told the Board that door-to-door informational visits on Proposition P are still being done as well as informational phone calling.

Chairman Pro Tem Baker told the Board that she had had a conversation with resident Ashley Arnett about people coming over the fence from the City Park to play in the pond on Arnett's property. The Board agreed that the Village needs to figure-out who owns the fence and consider options for addressing this issue.

OLD BUSINESS:

BARTLETT & WEST MONTHLY REPORT

**Village of Centertown Regular Meeting
March 28, 2023**

The monthly report from Bartlett & West Engineers was provided to the Board in their packets.

Chairman Brown gave the Board updates on the following projects:

1. Wastewater Project: No real change to report; the Village is still in discussion with the City of Jefferson on a contract for the Village's wastewater.
2. Water System Project: Caldwell Tank/Viking should be in town next month to do the remaining ground work and to do the interior painting touch-up on the new tower.

NEW BUSINESS:

FIRE HYDRANT REPLACEMENT

The Board discussed the fire hydrant in the 1500 block of Monroe Street that is leaking. The Village re-did the seals a few years ago but it is now leaking again. Chief Water Operator Wirts has recommended that the hydrant be replaced; the estimated cost is \$2,200 for the hydrant and \$1,300 for installation. The Board also discussed the need to replace the damaged meter pit at 11920 Main Street. Trustee Hunger made a motion to approve the replacement of the fire hydrant and meter pit to be paid out of Maintenance Reserve funds; seconded by Trustee LePage. Motion passed on voice vote

MILL STREET PARK

Chairman Brown told the Board he has talked to two companies about installing a walking trail but he hasn't received a bid back yet. One company is proposing doing the trail in concrete and the other in asphalt. Cole County Public Works suggested doing the trail in gravel. There will be approximately 775 feet of walking trail consisting of one loop all the way around the park. Additional work that could be done includes fixing the cracks in the concrete pad and then installing a basketball goal and fence. Once the park is developed, the Village will also need to look at installing lighting.

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

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

Meeting adjourned at 8:00 p.m.

Village of Centertown Regular Meeting
March 28, 2023

The next regularly scheduled meeting is scheduled for April 25, 2023.

Signature On File
Chairman, Board of Trustees

ATTEST:

Signature On File
Village Clerk