**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**October 30, 2018**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, October 30, 2018, by Chairman Whitaker, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Celine Whitaker

Paula Hinshaw

Heather Hunger

Sherry Kempf

Chairman Whitaker asked those in attendance if there were any public questions/comments. There were none, however, birthday wishes were extended to Ken Herkelman, who was in attendance.

Minutes – September 25, 2018 – Minutes were provided to board members prior to meeting. Chairman Pro Tem Hinshaw made a motion to accept minutes as written. Trustee Hunger seconded and carried on roll call to approve.

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

Minutes – October 15, 2018 – Minutes were provided to board members prior to meeting.

Trustee Hunger made a motion to accept minutes as written. Chairman Pro Tem Hinshaw seconded and carried on roll call to approve.

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

FINANCIAL REPORT: September 2018 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members September 2018 bank statements for all accounts as support documents to the bank reconciliations. Total of all accounts: $751,061.07.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $1,974.92. Large expenditures include Federal and State quarterly taxes.

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No shut offs on October 1st. Provided a current printout of aged receivables to Board Members. There are 12 accounts with past due balances, however, only seven meet the minimum due of $20 to be sent a shut off notification. Two of the seven have paid. Email notification were also be sent if customer has provided an email address. Shut off is scheduled after 9 a.m. on November 1st.

46 customers do not have deposits credited to accounts amounting to $2300. Will credit accounts this month. Will prepare checks for former customers who still have deposits on file. Remainder of excess money in the security deposit account will be transferred to Investments and annotated as belonging to Waterworks.

Centertownmo.org has had a total of 79 visitors in the past 30 days. GoDaddy updated their method of tracking visitors to reflect a more accurate number. Previously if our address popped up on a Google search it counted, even if the site was not visited.

As noted in online transactions, Federal and State Quarterly Taxes have been paid. Missouri’s Quarterly Contribution and Wage Report has been filed.

Have not received any additional bids on the roof. No response from S&K. Chairman Pro Tem Hinshaw stated Tom Distler is waiting on the cost of metal and will forward his bid. That gives us three. Will contact contractors to see if they can appear before the board next month to present their bids.

Last winter we winterized the porta potties and saved the $150 monthly rental. The ball team currently using the field has stated they can use the gas station if needed. Board decision to winterize and lock until next spring.

Recently some concern has been expressed about what appears on our website. Contacted MML. Website content is up to the board, as long as items are community based. Currently everything is cleared through the Chairman.

Annual Financial Statement is due to the State Auditor by November 30th. Will prepare and provide a copy to board members for review.

Will review budget expenditures next month.

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OLD BUSINESS

RV AGREEMENT/ZONING COMMISSION: At a previous board meeting, it was stated that an agreement would be prepared with Terry/Carol Jenkins concerning the RV on Lookout Trail. After consulting the Village’s attorney, Mark Comley, expressed he was not comfortable entering into an agreement that the village cannot enforce since the proper procedures were not followed in setting up the zoning portion of the Village Code. Mr. Comley stated previous boards did not follow thru with statutory requirements. He will assist the board in completing the necessary actions, to include forming a Zoning Committee and hiring a city planner. We need volunteers for the committee. Chairman Whitaker and Trustee Hunger will meet with Comley and determine actions needed.

NO PARKING SIGNS: It has been determined that the driveway to Village Hall is an easement given to the Village and as such is our driveway. Following a recent claim against the Village, our insurance company and the Village’s attorney have recommended enforcing no parking on our driveway to limit future liability. Letter will be sent to landlord and tenant of property. Driveway will be used for official village business only, violators to be towed. Ordinance will be prepared for next month. Additional discussion about parking in front of the fire hydrant.

VILLAGE CLERK POSITION DESCRIPTION. Last month Board Members were provided job description and additional notes however no input was received. Provided Board Members Village Clerk position as well as Chairman Whitaker’s comments. Chairman Whitaker asked for all recommendations/changes by the 12th. Also provided ad ran in 2012. Need any recommendations/changes by November 5th so the ad can be placed. Discussed the need for $1,000,000 bond. Cost would be approximately $1,000. Include in ad must be bondable. Pay rate: $15.00.

NEW BUSINESS

STORM SHELTER: Tim Landrum informed Chairman Whitaker that the Baptist Church is a designated storm shelter. Will provide us contact numbers and possibly a key to the Church to be stored in the Village’s key box. This designation was made by SEMA after the tornado in Joplin a number of years ago. Need to determine if this applies to both Tornado Warnings and Watches. Will post to website.

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CULVERT PIPE: Rick Jones has purchased land on Lookout Trail next to the RV. Has requested the Village put in culvert pipe under driveway he is putting in that exits onto Lookout Trail. Village Attorney Mark Comley has stated this is not Village responsibility and would set a precedent for other residents. Board decision was not to provide funds for a culvert pipe.

INQUIRY INTO VILLAGE LAND: An inquiry has been made into purchasing the approximately 4 wooded acres adjoining the Ball Park. Board discussed multiple possible uses for this land to include potential wastewater site, water tower site, possible walking trail. Trustee Hunger made a motion to not sell this tract of land, seconded by Trustee Kempf and carried on roll call vote:

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

An additional inquiry has been made about the road on the other side of Hwy 50, across from Shangri La. MoDOT installed a road there when the new highway was developed. MoDOT owns the road to the top of the hill. The road then divides to the left and right. This portion is ours and washes out frequently. MoDOT will grade the road and the two separate drives this time, however, any future repairs are our responsibility. The two residents have tried to maintain and one of the residents is interested in purchasing the road from Centertown and he will maintain. Village Attorney Mark Comley is researching legal issues, whether bids are needed. Trustee Hunger made a motion to pursue the sale of this property and research further. Trustee Kempf seconded and passed on roll call vote.

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

Trustee Kempf asked about the truck repairs. The truck has been repaired and snow equipment installed. It is ready for winter. Trustee Kempf also asked about the “No Center Line” sign currently on Mr. Heineman’s property. Chairman Whitaker explained the stripping had yet to be completed at the edge of town and would remain up until the work was done.

Trustee Hunger made a motion for the payment of bills. Trustee Kempf seconded,

carried on roll call vote.

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

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There being no further business, Chairman Pro Tem Hinshaw made a motion to adjourn, seconded by Trustee Hunger. On roll call vote the motion carried as follows:

AYES: 4 – Whitaker, Hinshaw, Hunger, Kempf

Meeting was adjourned at 7:35 p.m.

Next meeting scheduled for November 27, 2018 at 6:30 p.m.