

**VILLAGE OF CENTERTOWN  
BOARD OF TRUSTEES REGULAR MEETING  
OCTOBER 30, 2023**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Monday, October 30, 2023, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Adam Brown  
Heather Hunger  
Debra Baker  
Paula Hinshaw  
Travis LePage

Trustee Hunger made a motion to accept the tentative agenda as posted, Trustee LePage seconded. Passed on voice vote.

**COMMENTS OR QUESTIONS FROM RESIDENTS:**

No comments or questions were received.

**MINUTES FROM THE SEPTEMBER 19, 2023, SPECIAL MEETING:**

The minutes from the September 19, 2023, Special Meeting were provided to Board members prior to the meeting. Trustee Hunger made a motion to accept the minutes as published, Chairman Pro Tem Baker seconded. Passed on voice vote.

**MINUTES FROM THE SEPTEMBER 26, 2023, REGULAR MEETING:**

The minutes from the September 26, 2023, Regular Meeting were provided to Board members prior to the meeting. Trustee Hunger made a motion to accept the minutes as published, Chairman Pro Tem Baker seconded. Passed on voice vote.

**FINANCIAL REPORT:**

September, 2023, bank reconciliations for all accounts were provided to Board Members by the Village Clerk prior to the meeting. Hard copy was available to the public in attendance. Bank statements were provided as support documentation. The balance for all accounts was \$885,701.25. This balance includes \$53,323.31 in the DNR SRF Loan and Grant accounts, \$258,451.36 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. The Village Clerk reported that sales tax revenue is down approximately \$3,000 from last year.

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### WATERWORKS REPORT:

Chief Water Operator Wirts reported he had talked with the electrician who will be replacing the electric starter on the well and one part hasn't been received; it is anticipated the part will be received by mid-November. Mr. Wirts reported the leak in the Village Hall driveway has been repaired. 13 locates were done during October. The Bac-T sample was submitted and was fine. The VOC sample was submitted in the middle of October and no results have been received yet. No word on the lead/copper samples that were submitted which Mr. Wirts said usually means things are OK.

Mr. Wirts told the Board that the new tower didn't pass the final inspection by DNR due to the presence of bugs behind the screen and a notice of violation had been received. The Village has until November 4, 2023, to agree to the compliance schedule proposed by DNR and until February 16, 2024, to fix the problem. The Board and Mr. Wirts discussed potential causes of the violation and what steps will need to be taken to address the problem. The first step will be to schedule an inspection of the interior of the tower; clarification will be needed as to the exact type of inspection DNR will require. During the discussion Chairman Brown called Gary Davis of Bartlett & West to get his input on possible causes and solutions.

Trustee LePage left the meeting at 7:00 p.m.

The Board agreed that Chairman Brown should submit the Village's acceptance of the compliance schedule to DNR and then work with Mr. Wirts, Bartlett & West, and DNR to clarify exactly what steps need to be taken to address the issue.

### VILLAGE CLERK REPORT:

Debit card/online transactions total \$1,583.65 including payments for electric and telephone/internet services and the Federal quarterly payroll taxes A listing of the transactions is in the Board members' packets.

There were 3 shut-offs this month; all were back on by the following day. Accounts receivable report was included in the Board members' packets. 11 past due notifications were sent-out. Shut off is scheduled for November 1.

The Village Clerk said he is working on the Annual Financial Statement that is due to the State Auditor's Office by November 30; the accounts are actually all balanced and the long, tedious form on which the information is reported now has to be completed.

The quarterly unemployment and Federal payroll tax report were filed along with the payroll taxes due.

The porta-potty service has been stopped for the winter.

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The existing ARPA account (2201) is going to be used for the Lead-Service Line ARPA project. This prevented the Village from having to create a new account in the State system and it's also why the existing ARPA account hasn't been closed even though it has had a \$.46 balance for some time.

The Village Clerk will be out of the office tomorrow and then November 15-17 and possibly November 22-23. The office will be closed on November 24 for Thanksgiving. Happy Thanksgiving to all!

**OLD BUSINESS:**

**SET DATE FOR COMMUNITY MEETING ON WASTEWATER**

The Board initially discussed setting the date for November 13, 2023, but after discussion decided that date may not give sufficient time to collect all the information needed for the meeting so decided to wait until the November Board meeting to set a date for the meeting.

**ROAD REPAIRS/HIGGINS ASPHALT DELAY**

Chairman Brown said the Village has not been given a date yet by Higgins Asphalt for when the work will be completed.

**GRASS CUTTING ON LOOKOUT TRAIL/COLE COUNTY PUBLIC WORKS DELAY** Chairman Brown said he has contacted Cole County Public Works numerous times about cutting the shoulders along Lookout Trail and will reach-out again.

**NUISANCE LETTER UPDATE**

Chairman Brown reported that 2 letters had been sent-out; one a property on East Railroad owned by Terry Allen and the other on the property owned by Senters Heating and Air Conditioning on Lookout Trail. Chairman Brown said letters will be sent on at least 3 more properties.

**NEW BUSINESS:**

**DISCUSS SALE OF VILLAGE TRUCK**

Chairman Brown reported that a current vendor, AJ Lawncare, asked about buying the Village's truck and gave a bid \$10,000 for the truck, plow and spreader. Chairman Brown reported he talked with a Chevrolet dealer who said the market value would be between \$9,000 and \$11,000 if the vehicle is in good shape. Chairman Brown will be getting another bid.

Trustee Hunger moved, seconded by Chairman Pro Tem Baker to declare the truck, plow and spreader surplus property and to authorize the sale of those items; passed on voice vote.

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Chairman Brown said he would accept the bid from AJ Lawncare unless the other bid was higher and better.

11714 MILL STREET ADDRESS CORRECTION

Chairman Brown read a letter to the Board that he had sent to the 4 parties involved with the property with the current address of 11714 Mill Street regarding changing the address to 11714 East Railroad to be consistent with Cole County's 911 addressing. The next step will be to contact Cole County Public Works and formally request that the address be changed. The Board indicated their concurrence with the proposed address change.

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

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

Meeting adjourned at 8:00 p.m.

The next regularly scheduled meeting will be on Tuesday, November 28, 2023, at 6:30 p.m.

Signature On File

Chairman, Board of Trustees

ATTEST:

Signature On File

Village Clerk