**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**September 25, 2018**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, September 25, 2018, by Chairman Whitaker, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

 Celine Whitaker

 Heather Hunger

 Paula Hinshaw

 ABSENT: Sherry Kempf

Chairman Whitaker asked those in attendance if there were any public questions/comments. Mr. James Garvin, Centertown resident, inquired about water on Pine Street. The water appears to be coming up thru the pavement about a third of the way down the street. Derek McCubbin, Chief Water Operator, will check it out to determine cause. Mr. Garvin also inquired about the camera posted at the intersection of Main and Broadway. This issue is on the agenda and will be discussed under new business.

Minutes – August 28, 2018 – Minutes were provided to board members prior to meeting. Trustee Hinshaw made a motion to accept minutes as written. Trustee Hunger seconded and carried on roll call to approve.

AYES: 4 – Whitaker, Hunger, Hinshaw

ABSENT - Kempf

FINANCIAL REPORT: August 2018 bank reconciliations for all accounts were provided Board Members and public in attendance. Provided Board Members August 2018 bank statements for all accounts as support documents to the bank reconciliations. Total of all accounts: $748,530.11.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $178.63. Primarily fuel and maintenance supplies.

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No shut offs on September 4th. Provided a current printout of aged receivables to Board Members. 14 past due notifications have been mailed. Email notification will also be sent if customer has provided an email address. Shut off is scheduled after 9 a.m. on October 1st.

Provided Board Members a spreadsheet comparing our disconnection policy/rates with other water companies. Board members determined that Centertown Waterworks is not more restrictive that other companies and current disconnection policies will remain in effect.

Centertownmo.org has had a total of 3178 visitors the past 30 days.

Provided Board members a copy of November 6th ballot. Also provided Board Members two versions of a flyer announcing Public Meetings to be held October 16th and November 1st. The flyer addresses the November 6, 2018 General Election ballot containing the Centertown Question about the issuance of 1.5-million-dollar revenue bonds for a new water tower. Board members agreed on using version 2 of the flyer. Flyers will be mailed to all residents of Centertown this Friday.

Contacted four contractors for roof repair estimates. Three contractors came out and took measurements. Two provided estimates. Fourth contractor has not been out yet. There is quite a difference between estimates. Will request all contractors attend next meeting to brief the board on their estimates, materials, scheduling.

OLD BUSINESS

COLE COUNTY GRANT AWARD: Village of Centertown was awarded $200,000 for curbing, guttering, and sidewalks. Chairman Whitaker, Chairman Pro Tem Hinshaw and Village Clerk met with Bartlett & West to discuss the next steps to be taken. B&W is drawing up a base plan with additions for the bidding process. Anticipate bidding out this winter. B&W will meet with the board once plans are developed as well as Richard Conn and Tammy Kaufman, the two businesses affected by the storm water drainage. Since we received less than requested, will do as much as we can once we have bid amounts.

VILLAGE CLERK POSITION DESCRIPTION. Board Members were provided copies of the Village Clerk position description that was originally approved at an April 2017 closed meeting. Board Members were also provided additional comments for consideration from the Village Clerk. Chairman Whitaker made some suggested changes to the current description and asked Board Members to review and make recommendations, so a new description could be voted on at the

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next board meeting. Requested recommendations be returned to Village Clerk no later than October 10th. Once a position description has been approved, will advertise position for fill.

NEW BUSINESS

TRUCK REPAIRS: The Village’s diesel truck that is used for snow removal and the salting of roads is in needs of repairs, again. The Engine Control Module (ECM) needs to be replaced. Initial estimate is $1,891.82 for a new ECM which comes with a two-year warrant, and $902.01 for a used ECM and no warranty. Jim Plaster spoke to Bill Campbell at Putnam Chevrolet and he indicated the possibility of giving us the original purchase price as a trade in. Discussed whether it was beneficial to have a truck of our own for snow removal or contract it out. Discussed if a 3/4 Ton truck would suffice. Tabled repairs while other options are pursued.

INSURANCE CLAIM: There has been a recent property damage claim against the Village. A resident filed an insurance claim stating that rocks thrown while grass was being mowed chipped paint on his truck. During the claim investigation, the Village was advised by our insurance agent and our attorney that to avoid further liability we should limit parking on the driveway to Village business only. It has been determined that the driveway is an easement the Village received in 1960. Chairman Whitaker is continuing to research whether we can put up No Parking unless Village Business signs. There is also a possible issue with fire hydrant access.

STOP SIGN ON NN/BROADWAY/MAIN: Recently Chairman Whitaker spoke to a representative of MoDOT about whether a four-way stop would be beneficial at the intersection of NN/Broadway/Main. A four-way stop would make Main Street safer for children walking to/from school buses as well as residents who walk along Main in the evenings. Chairman Whitaker was advised to write to David Silvester but it appears MoDOT has gone ahead an installed a street camera to evaluate the intersection. Mention was also made of the bush that blocks the view when coming from the post office to Broadway. Chairman Whitaker stated she has permission to trim the bush from homeowners.

AGREEMENT WITH COLE COUNTY: Trustee Hunger made a motion for the first reading of Bill No. 0018-011, An Ordinance authorizing the Chairman to enter into an agreement with Cole County as it pertains to Cole County Small Community Cooperative Project Award. Chairman Pro Tem Hinshaw seconded the motion. Chairman Whitaker read the bill. Following a brief discussion, Trustee Hunger motioned for a second and final reading of the bill. Chairman Pro Tem Hinshaw seconded the motion, carried on roll call vote:

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AYES: Whitaker, Hunger, Hinshaw

ABSENT: Kempf

The motion passes. Bill No. 0018-011 becomes Ordinance 179.

CURRENT WATER RATES: Chairman Pro Tem Hinshaw made a motion for the first reading of Bill No. 0018-012, An Ordinance publishing current water rates for Centertown Waterworks, Centertown, Missouri. Trustee Hunger seconded the motion. Chairman read the bill in its entirety. After brief discussion, Trustee Hunger made a motion for the second and final reading. Chairman Pro Tem Hinshaw seconded the motion. Chairman read the bill in its entirety. Carried on roll call vote.

AYES: Whitaker, Hunger, Hinshaw

ABSENT: Kempf

The motion passes. Bill No. 0018-0012 becomes Ordinance 180.

Trustee Hunger made a motion for the payment of bills. Chairman Pro Tem Hinshaw seconded,

carried on roll call vote.

AYES: Whitaker, Hunger, Hinshaw

ABSENT: Kempf

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

AYES: Whitaker, Hunger, Hinshaw

ABSENT: Kempf

Meeting was adjourned at 7:21 p.m.

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