**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**December 30, 2019**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Monday, December 30, 2019, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

 Adam Brown

 Celine Whitaker

 Paula Hinshaw

ABSENT: Heather Hunger

 Sherry Kempf

Chairman Pro Tem Whitaker made a motion to accept the tentative agenda as published; Trustee Hinshaw seconded, and carried on roll call vote to approve

AYES: 3 – Brown, Whitaker, Hinshaw

ABSENT: 2 – Hunger, Kempf

Chairman Brown asked if there were any comments or questions from residents. Theresa Hendricks asked if they board would look into additional lighting on Main Street. Michael Crowe mentioned the Stop Sign that has been damaged in front of Tammy’s Restaurant. He provided the license number of the white truck that backed into it. Will notify MoDOT.

Minutes – November 26, 2019 Regular Meeting – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call vote to approve.

AYES: 3 – Brown, Whitaker, Hinshaw

ABSENT: 2 – Hunger, Kempf

Minutes – November 26, 2019 Closed Meeting - Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hinshaw seconded and carried on roll call vote to approve.

AYES: 3 – Brown, Whitaker, Hinshaw

ABSENT: 2 – Hunger, Kempf

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Minutes – December 9, 2019 Closed Meeting – Cannot be approved at this meeting. No quorum of members in attendance.

FINANCIAL REPORT:

November 2019 bank reconciliations for all accounts were provided Board Members and public in attendance. Total of all accounts: $760,761.76. There is a $ .01 difference in the water account. Bank shows $.01 more than the check register. Have not found the discrepancy. Will continue to research.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $ 1,220.48.

There were no water shut offs on December 3rd. Provided a current printout of aged receivables to Board Members. 7 past due notifications were sent out last week. Two customers have since paid their account. Emails were also sent to those customers that have an email address on file. Shut off after 9 a.m. on January 2nd.

Water customer 0354 has requested a refund of a penalty accessed on account. Pays by bill pay. Bank mailed check on Dec 6th, however, was not received in office until Dec 18th. Customer has paid both the past due and the current due on account. Customer has no history of late payments. Board members agreed to refund the late penalty.

Water customer 0360 has requested some leniency on shut off timeline. Recently had a heart attack and is just now returning to work. This is the first time this account has been in a shut off situation. Board members have given customer a one month grace period to bring account back to current.

Contacted Cole County Public Works on December 4th about west side village limits and speed limit sign that is down as well as stop sign at Oak and Main. Spoke to them again on December 24th and today. The two individuals who could address when repairs would be made were out.

 Spoke to Cole County Sheriff’s Office on December 24th. A semi truck had taken down stop sign at Broadway and Marion. No other information was provided. Notified Cole County Public

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Works. Checked with them again today. The two individuals who could address when repairs would be made were out.

Advertisements for vacant board seats as well as Semi-Annual Financial Statement ran in the Jefferson City News Tribune as well as the California Democrat. Provided Board Members a copy of Financial Statement. The closing date for filing for the vacant seats is January 17th. There have been no applicants to date.

Last month it was noted the gas bill for the shed was extremely high. It was noted there is a hole in the ceiling. Had a technician check out the thermostat. It is the original. Technician recommends replacing the furnace with a garage heater. Board members requested a estimate for the installation of a garage heater. Also, determine if there is a block heater installed in the snow plow.

Recently the flag pole on Main Street fell. Chairman Brown will investigate the Village erecting a new pole, flag. Determine cost of insurance.

2019 Tax Forms have been ordered. W2s and 1099s should be sent out before next regular board meeting, Jan 28th.

2020 Budget Review Meeting to review this year’s budget is scheduled Jan 7th at 6 p.m.

Bartlett & West Water Systems Improvement and Stormwater Improvement Monthly Progress Reports provided to Board Members.

OLD BUSINESS:

WATER TOWER UPDATE: Finalizing land purchase for water tower. Meeting with DNR on rate study, January 10th. March 1st is the deadline for reapplying for DNR Loan. Construction must begin by Sep 2020 for the current loan application.

LEAD AND COPPER TEST UPDATE: Derek McCubbin, Chief Water Operator, briefed Board Members that a new sample had been taken at the site that tested over lead limits. Waiting on results. Will test every six months, ten sites. One resident requested Cole County Health Department to test their residence. KRCG and KMIZ reported.

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COMPREHENSIVE PLAN UPDATE: Mid-Missouri Regional Planning Commission will provide paper copies for Board Members. Meeting to be set towards end of month. Plan addresses growth/community needs/sidewalks/trails.

CDBG SURVEY UPDATE: Village is close to meeting qualification for grant. Doing a quick mail out to residents who have not returned a survey. Will follow up with phone calls. Hope to finish by mid Janaury.

NEW BUSINESS:

BILL NO. 0019-009, Cole County Agreement for Building Permits & Code Inspection Services:

Chairman Pro Tem Whitaker made a motion for the first reading of Bill No. 0019-009, An Ordinance authorizing the Chairman to sign a Cole County Agreement for Building Permits & Code Inspection Services. Trustee Hinshaw seconded.

Chairman Brown read the bill title and asked if there was any discussion. The Bill includes a link to Cole County Building Permits and details the program in detail. Multiple sources have confirmed that this agreement can be in place prior to Village establishing zoning. Fee goes to Cole County. No costs to Village. Agreement can be revoked at any time. This agreement will help with new construction, remodels. Second reading will be held at January 7th Special Meeting.

VILLAGE BALL PARK WALKING TRAIL GRANT: Working with Mid-Mo Regional Planning Commission on a 80%/20% match grant. Up to $250,000 per project. Anything the Village does contributes to our 20% match. Includes signs, park benches, clearing trail. . Encourages community development. Closes February 14th. This grant is available every year.

A motion to pay bills was made by Chairman Pro Tem, seconded by Trustee Hinshaw, and carried on roll call vote.

AYES: 3 – Brown, Whitaker, Hinshaw

ABSENT: 2 – Hunger, Kempf

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There being no further business, Chairman Pro Tem Whitaker made a motion to adjourn, seconded by Chairman Brown, and carried on roll call vote.

AYES: 3 – Brown, Whitaker, Hinshaw

ABSENT: 2 – Hunger, Kempf

Meeting was adjourned at 7:30 p.m.

Next regularly scheduled meeting is January 28th, 2020.