**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**JULY 28, 2020**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, July 28, 2020, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

 Adam Brown

 Paula Hinshaw

 Heather Hunger

 Celine Whitaker

 ABSENT: Sherry Kempf

Trustee Hinshaw made a motion to accept the tentative agenda as published; Trustee Whitaker seconded and carried on voice vote.

Minutes – June 30, 2020 Regular Meeting – Minutes were provided to board members prior to meeting. Trustee Whitaker made a motion to accept minutes as written. Trustee Hunger seconded. Motion passed.

Chairman Brown introduced Nathan Nickolaus, attorney, and Harry Otto, Candidate for Western District Commissioner.

Alicia Pippin-Coffey, Centertown resident, provided Board Members a super rough-rough draft of what Trustee Kempf and she have been talking about: Park Plans and Concepts, Grants and Fundraising for Parks, Trails and Recreation. Discussed Gazebo Park, Mill Pond Park, City Ball field, and a dog park. Discussed a Halloween Parade, Fair and Trunk or Treat. Would like to get park board back together. Alicia stated Trustee Kempf has stated she would be willing to chair. Chairman Brown stated the Board will address next month.

Trustee Whitaker withdrew her resignation effective July 30th. Will remain on board until house sells. Chairman Brown accepted.

WATERWORKS:

Chairman Brown to meet with Derek McCubbin, Chief Water Operator, and James Wickers, Back-up Water Operator to discuss job descriptions and responsibilities. Provided Board

Members unofficial Lead/Cooper Test Results. Waiting for official DNR letter. Chairman Brown

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is attending a meeting August 19th to determine the possibility of additional funding for a wastewater system.

FINANCIAL REPORT:

June 2020 bank reconciliations for all accounts were provided to Board Members and public in attendance. Total of all accounts: $582,747.94. Bank statements for June 2020 were provided as support documents.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $483.92.

There were no shut offs on July 1st. Letters were sent to customers with past due balances on July 1st. Penalties were accessed July 11th. Aged receivables in your folder. There are seven accounts currently past due. Past due notifications/potential shut off letters mailed July 23rd. A new customer’s check was returned for insufficient funds. Notified customer.

BAC-T test for July has been completed and forwarded to DNR.

Update on Audit. Billed for $1,100.00. Details in your folder. Upgrade to Quickbooks Pro highly recommended with upcoming grants/loans/fixed assets/balance sheets. Cost about $170. Board approved purchase. Also recommend Quickbooks Consulting Services. Records prior to 2017 impacting statements required for audit. Board approved 6 hrs at $150 an hr. Will reevaluate following completion.

Filed Annual Operating Budget information with Missouri Ethics Commission.

Contacted Cole County Public Works in reference to chip seal on Lookout Trail. Not yet scheduled. Requested shoulder be mowed. Completed.

Quarterly taxes due July 31st.

OLD BUSINESS:

ATTORNEY REVIEW – Nathan Nickolaus, attorney with Lauber Municipal Law, LLC, Jefferson

City, MO, addressed the Board. Provided informative brochure detailing law firm. Stated his

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firm represents only municipalities. Deals with all the in and outs of primarily small

communities. Will come to meetings in the beginning for no charge in order to observe the dynamics of the community.

STORMWATER IMPROVEMENT UPDATE – Board Members were provided a Monroe Street Stormwater Improvements Monthly Progress Report dated 07/28/2020. Dillon Freely, Bartlett & West, briefed Board Members on contents. It has been three weeks since Century Link approved funding for the relocation of fiber optic cables. Contractor started last week,

however, left work site stating AmerenUE pole was unsafe. Both contractors were on site today, worked issue out. Century Link contractor should be back on site tomorrow.

WATER TOWER UPDATE – Board Members were provided Water System Improvements Weekly Progress Report dated 07/13/2020. Bartlett & West has received DNR’s comment letter on plans and specifications and is working on edits. Loan closing has been adjusted from end of September to mid December.

ANIMAL ORDINANCE – Chairman Brown has spoken to Sheriff Wheeler. Recommended reviewing Russellville’s ordinance. Will bring to Board next month.

SECURITY CAMERAS – Chairman Brown reviewed the recent vandalism events and the camera estimates. Contacted five companies, two responded. Telacon $4,000 plus. STI Solutions $1,741. Includes two cameras at Village Hall covering front door and drop box and one camera at the shed, a monitor, and a DVR. 1 yr warranty for parts/labor. Also discussed a camera at the ball park. No constant electricity. Trustee Whitaker made a motion to accept the $1741 bid from STI Technology Solutions, Trustee Hunger seconded. Motion passed.

NEW BUSINESS:

BILL NO. 0020-017, BARTLETT & WEST TASK ORDER 9 – Trustee Whitaker made a motion for the first reading of Bill No. 0020-017, An ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Trustee Hunger seconded.

Chairman Brown read the title. There being no discussion, Trustee Whitaker made a motion for the second and final reading of Bill No. 0020-017, An Ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Chairman Pro Tem Hinshaw seconded. Motion passed.

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Bill No. 0020-017 passes. Bill No. 0020-017 becomes Ordinance 210.

BILL NO. 0020-018, BARTLETT & WEST TASK ORDER 10 – Trustee Whitaker made a motion for the first reading of Bill No. 0020-018, An ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Chairman Pro Tem Hinshaw seconded.

Chairman Brown read the title. There being no discussion, Trustee Whitaker made a motion for the second and final reading of Bill No. 0020-018, An Ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Chairman Pro Tem Hinshaw seconded. Motion passed.

Bill No. 0020-018 passes. Bill No. 0020-018 becomes Ordinance 211.

BILL NO. 0020-019, BARTLETT & WEST TASK ORDER 11 – Trustee Whitaker made a motion for the first reading of Bill No. 0020-019, An ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Chairman Pro Tem Hinshaw seconded.

Chairman Brown read the title. There being no discussion, Trustee Whitaker made a motion for the second and final reading of Bill No. 0020-019, An Ordinance authorizing the Chairman to modify the master agreement for professional services contract with Bartlett & West, Inc. Chairman Pro Tem Hinshaw seconded. Motion passed.

Bill No. 0020-019 passes. Bill No. 0020-019 becomes Ordinance 212.

BILL NO. 0020-020, CONTRACT FOR LEGAL SERVICES – Trustee Whitaker made a motion for the first reading of Bill No. 0020-020, An ordinance authorizing the Chairman to enter into a contract with Nathan M. Nickolaus of Lauber Municipal Law, LLC. Chairman Pro Tem Hinshaw seconded.

Chairman Brown read the title. There being no discussion, Trustee Whitaker made a motion for the second and final reading of Bill No. 0020-020, An Ordinance authorizing the Chairman to enter into a contract with Nathan M. Mickolaus of Lauber Municipal Law, LLC. Chairman Pro Tem Hinshaw seconded. Motion passed.

Bill No. 0020-020 passes. Bill No. 0020-020 becomes Ordinance 213.

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A motion to pay bills was made by Trustee Whitaker and seconded by Trustee Hunger. Motion passed. Board Members were provided a listing of all bills to be paid.

There being no further business, Trustee Hunger made a motion to adjourn, Chairman Pro Tem Hinshaw seconded. Motion passed.

Meeting adjourned at 8:00 p.m.

The next regularly scheduled meeting is August 25, 2020