**VILLAGE OF CENTERTOWN**

**BOARD OF TRUSTEES REGULAR MEETING**

**JUNE 30, 2020**

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

 Adam Brown

 Celine Whitaker

 Heather Hunger

 Paula Hinshaw

 Sherry Kempf

Trustee Hunger made a motion to accept the tentative agenda as published; Chairman Brown requested amendment to add a closed session after the payment of bills. Motion was amended, Chairman Pro Tem Whitaker seconded and carried on voice vote.

Chairman Brown asked if there were any comments or questions from the public in attendance. There were none.

Minutes – May 28, 2020 Regular Meeting – Minutes were provided to board members prior to meeting. Chairman Pro Tem Whitaker made a motion to accept minutes as written. Trustee Hunger seconded. Motion passed.

Minutes – June 9, 2020 Special Meeting – Minutes were provided to board members prior to meeting. Trustee Kempf made a motion to accept minutes as written. Trustee Hunger seconded. Motion passed.

FINANCIAL REPORT:

May 2020 bank reconciliations for all accounts were provided to Board Members and public in attendance. Total of all accounts: $683,651.06. Bank statements for May 2020 were provided as support documents.

VILLAGE CLERK REPORT:

Provided debit card/online transaction spreadsheet to Board Members and public in attendance. Total expenditures: $1,095.27.

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There were no shut offs on June 1st. No penalties were accessed during the month of June per State of Emergency Ordinance. Aged receivables in your folder. There are eleven accounts currently past due. Draft letter for past due accounts in your folder. Board approved letter. Will be sent out tomorrow.

Created a BAC-T testing log and provided to Mr. McCubbin and Mr. Wickers for the documentation of monthly tests as required by DNR. BAC-T test for June has been completed and forwarded to DNR.

Tracked down two former residents that still had Waterworks’ deposits on file. Refund checks to be signed tonight. Working with State Treasurer’s office on the filing of unclaimed funds.

DNR primacy fee will be on July’s water billing. $3.24 residential.

Consumer Confidence Report was returned to DNR, June 16th. Posted to Village Hall and Centertown Post Office. Also posted to our webpage.

Registered Orphaned Underground Tank with DNR, June 1st.

Submitted Township Roads and Bridges Finance Report to MODOT, June 2nd.

Handyman Solutions completed graffiti cleanup on June 2nd. Total cost: $1,495.01. Invoice has been forwarded to Cole County Sheriff’s Office to be added to police report. Handyman Solutions also replaced the halogen bulb on the outside of the shed and replaced the LED light bulb on the Village Hall at no cost.

Completed Missouri Rural Services Worker’s Compensation Trust Audit, June 8th.

Published Semi-Annual Financial Statement as of May 31, 2020, in News Tribune and California Democrat as of June 10th.

Provided Generator Transfer Switch information to Bartlett & West, June 10th.

CDBG: Cultural Survey, Needs Assessment and Public Meeting Minutes posted to webpage. June 11th.

Purchased Quickbooks 2020 and updated payroll program. Purchased thru Intuit. Received a discount. There is a billing error (in our favor) COVID-19 impacting customer service.

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Street Light was installed outside Pink Poppy Boutique on June 16th.

All documents have been provided to the auditor as of June 18th. Auditors are doing initial background review.

The actual siren on the newly installed outdoor storm siren was tested June 20th at 11:00 a.m.

Blue Fiat stopped by today. Looked like they were taking pictures of Village Hall. Stepped out and asked if I could help them. The car’s occupants stated no. I asked why they were here, stated they were playing POKEMAN.

Last summer the Board voted to request trash service to stop using the alley between Mill and Pine due to road erosion. Letters were sent out and the service stopped. Recently several homeowners started putting their trash out in the alleyway and the driver thought he was suppose to use the alleyway again. Board discussed. Will send out letters to residents informing them trash service will not use the alleyway.

OLD BUSINESS:

VANDALISM/SHERIFF’S ACTIVITIES – Chairman Brown met with two in reference to recommendation from Cole County Sheriff’s Department as to installation of security cameras. Will pursue getting more bids. Village owns an older analog camera system. Will try to work into a system. Thank you to Alicia Pipin-Coffey for her input. Will continue to research. Incident that occurred at Village Hall on Monday. Sheriff’s Department called. Both residents working thru Sheriff’s Department.

Investigation has found that Village Hall has been designated as a POKEMAN Gym area. A request has been submitted to remove due to this being a Waterworks site and security issues.

It has been reported that persons have been shooting off fireworks at the Park. Concerns expressed about danger of fires, homes are close together.

STORMWATER IMPROVEMENT UPDATE – Board Members were provided a Monroe Street Stormwater Improvements Monthly Progress Report dated 06/30/2020. Gary Davis, Bartlett &

West, briefed Board Members on contents. Century Link was notified of Village’s right of way last September. On June 2nd stated they would move the fiber optics, however, now they won’t. Have tried working thru Representative Viet and Lobbyists. Contractor has run out of

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work. Will continue trying to work with Century Link, otherwise, will have to redesign stormwater layout.

WATER TOWER UPDATE – Board Members were provided Water System Improvements Weekly Progress Report dated 06/22/2020. Gary Davis, Bartlett & West, briefed Board Members on contents. Provided Board Members specifications for tank lettering and graphics. Discussed options. There are two easements needed for water lines. Environmental Assessment must clear before the easements can be signed. One resident stated he was very willing to work with the board on line replacements, however, has changed his mind. Bartlett & West has worked out an alternative.

Working with Village Attorney, Mark Comley, on the ELL insurance required by Union Pacific Rail Road. Shopping rates.

ANIMAL ORDINANCE – Chairman Pro Tem Whitaker has been working on an updated animal ordinance. Sent to board members to review. Animal Control will talk to owner’s first. If animal must be taken to shelter, fees will be charged to owner. Pertains to dogs, cats, other animals. If you are feeding a stray, they become yours. Move into an ordinance next month.

LEAD AND COPPER TEST UPDATE – Lead and copper test completed last week. Received a new letter from DNR for the second 6 month period of testing. Letter recommends testing be completed in July. Two 6 month cycles of no lead/copper results, testing will return to normal cycle.

NEW BUSINESS:

NEW VILLAGE ATTORNEY SEARCH – Village attorney, Mark Comley, is retiring at end of water application. Sent our five inquiries, heard back from three. Discussed interview methods. Chairman Brown has met with Nathan Nickolaus a number of times; MML events, represents a number of municipalities. One applicant is running for election. Will interview at next regular board meeting.

NAUGHT NAUGHT INSURANCE POLICY – Renewing policy July 24th. Added new lawn mower, storm siren. Checking with Fred Vogel on rates.

RESOLUTION 07-2020, RAILROAD EASEMENT FOR WATER LINE UPGRADE – Trustee Kempf made a motion for the reading of Resolution 07-2020, a Resolution authorizing the signing of a pipeline crossing agreement with Union Pacific Railroad Company. Trustee Hunger seconded.

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Chairman Brown read the title and called for a vote. Motion passed for Resolution 07-2020.

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

Trustee Hunger made a motion to go into closed session pursuant to RSMO 610.021(2), Personal Information. Chairman Pro Tem Whitaker seconded and carried on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

The Board went into CLOSED SESSION at 7:25 p.m.

Also present for the closed meeting are Derek McCubbin, Chief Water Operator, and Debra Baker, Village Clerk.

A motion to return to open session was made by Trustee Hunger, seconded by Trustee Kempf, and carried on roll call vote.

AYES: 5 – Brown, Whitaker, Hunger, Hinshaw, Kempf

Returned to OPEN SESSION AT 7:55 p.m.

Chairman Pro Tem Whitaker made a motion for the first reading of Bill No. 0020-016, An Ordinance accepting election results for June 2, 2020. Trustee Hunger seconded.

Chairman Brown read the title. There being no discussion, Chairman Pro Tem Whitaker made a motion for the second and final reading of Bill No. 0020-016, An Ordinance accepting election results for June 2, 2020. Trustee Hunger seconded. Motion passed.

Bill No. 0020-016 passes. Bill No. 0020-016 becomes Ordinance 209.

Village Clerk swore in new board members: Paula Hinshaw and Sherry Kempf.

Chairman Brown asked for nominations for the position of Chairman. Chairman Pro Tem Whitaker nominated Chairman Brow; Trustee Kempf seconded. There being no other nominations, roll call vote was taken. Motion passed.

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AYES: 4 –Whitaker, Hunger, Hinshaw, Kempf

ABSTAIN: 1 – Brown

Chairman Brown asked for a nomination for Chairman Pro Tem. Trustee Hunger nominated Trustee Hinshaw; Chairman Pro Tem seconded. There being no other nominations, roll call vote was taken. Motion passed.

AYES: 4 –Whitaker, Hunger, Hinshaw, Kempf

ABSTAIN: 1 – Brown

There being no further business, Trustee Whitaker made a motion to adjourn, Trustee Hunger seconded. Motion passed.

Meeting adjourned at 8:15 p.m.

The next regularly scheduled meeting is July 28, 2020