

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES SPECIAL MEETING
JANUARY 5, 2023**

A special meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:00 p.m. on Thursday, January 5, 2023, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

Adam Brown
Travis LePage
Paula Hinshaw
Debra Baker (absent)
Heather Hunger

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

FY 2023 MID-YEAR BUDGET REVIEW

The Board reviewed budget versus actual revenues and expenses for the period June 1, 2022, to December 31, 2022. The Waterworks budget was reviewed first and the Board discussed making the following changes to budgeted amounts:

- Increasing Investment Income – Interest from \$150 to \$500 to reflect ~~hire~~ higher interest rates being received on deposits;
- Decreasing Labor – Meter Reader from \$1,800 to \$150 reflecting the new automated meter reading made possible by the installation of the electronic water meters;
- Increasing Labor – Water Systems Clerk from \$4,500 to \$5,500 primarily due to the 1-month overlap in June when the outgoing Village Clerk was training the new Village Clerk;
- Increasing Office Supplies from \$2,400 to \$3,400 due to having to pay for updates to the water billing system to be able to receive and process the automated meter readings and the possible need for a new printer.

The Village General budget was then reviewed and the Board discussed making the following changes to budgeted amounts:

- No change to Real Estate/Property Taxes as the bulk of the distribution is received in January;
- Discussed the Sales Tax situation due to two businesses closing and two other businesses possibly not paying sales tax as they should. The Board discussed requiring business licenses which would assist with making sure businesses are paying sales tax

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and with having up-to-date contact information for the businesses. The consensus was to not change the budgeted amount for Sales Tax at this time;

- Increasing Investment Income Interest from \$150 to \$275 to reflect higher interest rates being received on deposits;
- Decreasing Accounting from \$15,000 to \$14,000 to reflect the actual cost of the annual audit. The Board indicated a desire to shop around for audit services for next year;
- Increasing Advertising & Promotion from \$500 to \$1,100 to reflect actual expenditures to-date for advertising for open positions;
- Decreasing Fuel Expense from \$900 to \$300 due to contracting out the grass cutting and snow removal services;
- Increasing Insurance – Liability/Property from \$9,500 to \$10,000 to reflect the increased premium charged this year; the Board indicated a desire to shop around for better rates for next year;
- Decreasing Insurance Workers Comp from \$1,850 to \$1,200 to reflect lower payroll due to contracting-out services and a \$300 refund received on the premium for the current year;
- Decreasing Labor – Board from \$1,800 to \$1,250 to reflect actual expenditures to-date;
- Increasing Labor – Village Clerk from \$10,000 to \$11,500 primarily due to the 1-month overlap in June when the outgoing Village Clerk was training the new Village Clerk;
- Decreasing Legal from \$6,500 to \$3,000 to reflect actual expenditures to-date and projections for needed legal services for the rest of the fiscal year;
- Decreasing Office Supplies from \$1,900 to \$1,200 to reflect actual and anticipated expenditures;
- Decreasing Telephone Expense from \$2,800 to \$2,700 to reflect actual and anticipated expenditures;
- Increasing Surplus Fund from \$4,440 to \$8,940 to reflect actual expenditures to-date for engineering services for various grant projects, the wastewater project, and to assist with a court case.

The Board discussed the impact on the budget of contracting for grass cutting and snow removal services in terms of less expense for labor, supplies and equipment maintenance but decided to wait to make changes until new accounts could be established and to see how much snow removal is necessary during the winter months.

The Board expressed support for the changes outlined above which will be incorporated into ordinances for formal consideration at the next regular meeting on January 31, 2023.

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CHANGE ORDER NO. 3 – CALDWELL TANKS

This change order reflects work that's been done including gravel around the well house, running a water line under the gravel, and disconnecting the old tower.

Trustee LePage made a motion to approve Change Order No. 3. Trustee Hunger seconded. Passed on voice vote.

BILL NO. 0023-001 AN ORDINANCE ESTABLISHING A USE TAX FOR THE VILLAGE OF
CENTERTOWN, STATE OF MISSOURI

Trustee LePage moved the first reading of Bill No. 0023-001 by title only; seconded by Trustee Hinshaw.

Chairman Brown proposed the question appear as Proposition P on the ballot and be dedicated for parks within the Village.

There being no further discussion the motion carried on a voice vote.

The Village Clerk read the bill title.

Trustee Hunger moved the second and final reading of Bill 0023-001 by title only; seconded by Trustee LePage. The Village Clerk called the roll:

Trustee Hinshaw Yes
Trustee LePage: Yes
Chairman Brown: Yes
Trustee Hunger: Yes
Chairman Pro-Tem Baker: Absent

The motion passed and Bill No. 0023-001 becomes Ordinance 242.

RESOLUTION NO. 01-2023 A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH
THE MISSOURI DEPARTMENT OF TRANSPORTATION, TRANSPORTATION ALTERNATIVE
PROGRAM GRANT PROGRAM FOR THE VILLAGE OF CENTERTOWN, MISSOURI.

Chairman Brown stated the application would request funding for sidewalks along both sides of Main Street from Tammy's Restaurant around to BO-9's, sidewalks along both sides of

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Broadway from Main Street to the driveway to Village Hall and associated drainage improvements. The Village's match would be \$84,000 which would come from the Small Communities Grant received from Cole County.

Trustee LePage made a motion to approve Resolution 01-2023 authorizing the filing of an application with the Missouri Department of Transportation, Transportation Alternative Program Grant Program for the Village of Centertown, Missouri. Trustee Hunger seconded.

There being no further discussion, the Village Clerk called the roll:

AYES – 4, Brown, Hunger, Hinshaw, LePage
ABSENT – 1, Baker

Motion passes. Resolution No. 01-2023 is approved.

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

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

Meeting adjourned at 7:00 p.m.

The next regularly scheduled meeting is scheduled for January 31, 2023.

Signature On File
Chairman, Board of Trustees

ATTEST:

Signature On File
Village Clerk