

**VILLAGE OF CENTERTOWN  
BOARD OF TRUSTEES REGULAR MEETING  
FEBRUARY 28, 2023**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:32 p.m. on Tuesday, February 28, 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  
Heather Hunger

Trustee LePage made a motion to accept the tentative agenda. Chairman Pro-Tem Baker seconded. Passed on voice vote.

**COMMENTS OR QUESTIONS FROM RESIDENTS:**

Chairman Brown passed the gavel to Chairman Pro-Tem Baker who then presided over the meeting.

Adam Brown, 1507 Monroe Street, informed the Board that the contractor for Co-Mo Connect hit a water line on his property causing between \$10,000 and \$15,000 damage to his house and yard. The contractors involved are trying to determine who is responsible for the damage. Mr. Brown said it appears at this time to be the contractors' responsibility since there is tracer wire in the Village's water line.

The gavel was then passed back to Chairman Brown who resumed presiding over the meeting.

No other comments or questions were received.

**MINUTES FROM THE JANUARY 31, 2023, REGULAR MEETING:**

The minutes from the January 31, 2023, Regular Meeting were provided to Board members prior to the meeting. Trustee Hunger made a motion to accept the minutes as published, Chairman Pro Tem Baker seconded. Motion passed by voice vote with Trustee LePage abstaining as he was absent from the meeting.

**FINANCIAL REPORT:**

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January, 2023, bank reconciliations for all accounts were provided to Board Members by the Village Clerk prior to the meeting. Hard copy was provided to public in attendance. Bank statements were provided as support documentation. The balance for all accounts was \$845,931.31. This balance includes \$543.93 in the DNR Loan and Grant accounts, \$258,732.81 in the Waterworks Maintenance Reserve account, and \$16,953.07 in the American Rescue Plan Act (ARPA), which is being used for the installation of self-reading water meters.

The Village Clerk told the Board that the automated deposits from the Cole County Collector have started but that no record of the deposits is being received from the Collector; the Village Clerk will contact the Collector's office about getting a record of the deposits.

### WATERWORKS REPORT:

Chief Water Operator Wirts was not in attendance. Chairman Brown reported that after the water main break on Monroe Street on February 14, 2023, Chief Water Operator Wirts took Bac-T samples upstream and downstream from the location of the break and the samples were "clear". Chairman Brown said that Chief Water Operator Wirts had told him that the water lines were marked correctly. Chairman Brown also said that Chief Water Operator Wirts had performed the regular, routine Bac-T sampling.

### VILLAGE CLERK REPORT:

Debit card/online transactions total \$2,333.71 with \$1,096.46 being the payment to UMB for administration fees for the water tower bonds and the remainder being for electric and telephone/internet services. A listing of the transactions is in the Board's packet.

There were 0 shut offs this month. Accounts receivable included in the Board's packet. 14 past due notifications were sent out. Shut off is scheduled for March 2.

The 2-inch water meter at Longfellow's has been changed-out and the Village will be getting a refund from Core & Main for the cost of the meter.

The annual MML Wage Survey was completed and submitted.

The MML survey on how the State ARPA funds were spent (on the self-read water meters) was completed and submitted.

Guidance from the Missouri Department of Revenue was received regarding additional tax on recreational marijuana. The original guidance said the tax couldn't be "stacked" meaning if both the city and county implemented the tax, businesses with the incorporated area of the city would only pay the city rate and businesses in unincorporated areas would only pay the county rate. The subsequent guidance said DOR will not advise cities or counties on "stacking" because the wording in the Constitution is ambiguous and open to interpretation.

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Another letter was received from DOR stating that effective March 1, 2023, sales tax can no longer be collected on the titling of motor vehicles, trailers, boats, and outboard motors purchased from non-Missouri dealers. The only way tax on these transactions can be applied is if a jurisdiction has approved a local use tax.

Republic Services has notified the Village that the Residential Bulk Spring Clean-up is scheduled for May 8, 2023 with the same guidelines as previous bulk clean-ups; the Village Clerk said the notice has been posted to the Village's website.

A letter was received from the U.S. Census Bureau asking for the Village to participate in the Boundary and Annexation Survey. The survey is voluntary and if the Board wants to participate, the Village Clerk will complete the survey indicating there are no changes to the Village's boundaries. The Board instructed the Village Clerk to submit the survey.

A letter was received from the Missouri Rural Water Association asking the Village to consider submitting a voluntary Legislative Assessment of \$175 to assist MRWA in representing its' members at both the State Capitol and in Washington, D.C. Chairman Pro-Tem Baker told the Board that funds for this assessment were included in the budget and the Board said the assessment should be paid.

Chairman Brown indicated that bid notices for trash services have been sent-out; bids must be postmarked by March 23, 2023, and bids will be reviewed at the March 28, 2023, meeting.

OLD BUSINESS:

BARTLETT & WEST MONTHLY REPORT

The monthly report from Bartlett & West Engineers was provided to the Board in their packets.

Gary Davis of Bartlett & West Engineers gave the Board updates on the following projects:

1. Wastewater Project: Mr. Davis said the project hinges on getting an agreement with Jefferson City to accept the Village's wastewater. Jefferson City has proposed accepting the Village's wastewater at a rate (\$68 per month) that is twice as much as paid by citizens in Jefferson City and higher than the rate Jefferson City charges other nearby communities such as Holts Summit and St. Martins. Chairman Brown has asked for clarification from Jefferson City which hasn't been received; Chairman Brown will continue to work with Jefferson City on getting an agreement. The other option is for the Village to construct its own treatment plant which would cost about as much as the Jefferson City option and there would be ongoing operating and maintenance costs for the plant as well as the cost of modifications to meet new regulations for wastewater.

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Mr. Davis said the cost estimate of \$15.9 million is still good based on bids received by the City of California recently for a wastewater project. This project cost estimate includes removing any existing private wastewater systems and taking the Village's collection system up to the house. A portion of the \$15.9 million has been secured but more funding is needed. Chairman Brown indicated that Mr. Davis and he had discussed the possibility of doing the project in phases which would be possible. At this time, it doesn't appear that the Village will need to pursue SRF funding for the project.

2. Water System Project: Mr. Davis said the warranty inspection on the new tower should occur in April. Mr. Davis said that it is normal for spots that need touching-up to be found and that doing the touch-up work should mean the coating will last for 20-25 years.
3. Lead Service Line Inventory Project: Mr. Davis said the grant the Village received for this project requires the inventory to be completed by October, 2024. The next step is the bid process for a contractor to do the inventory. Mr. Davis said Bartlett & West can't develop the bid documents because they will be a bidder on the project; DNR has developed a document that can be used to solicit bids. Mr. Davis said that no matter who performs the inventory, there will still be unknowns as the grant funds will most likely run out before every line can be evaluated. Mr. Davis recommended that if a property owner is digging-up their water service lines, ask them to document what kind of lines are in place.

USE TAX ELECTION UPDATE

Chairman Brown reported that Chairman Pro-Tem Baker had developed an informational flyer to be distributed to residents; the Board reviewed the draft flyer. Chairman Brown said if Board members have ideas on verbiage to let Chairman Pro-Tem Baker and him know. Trustee LePage said he create a flyer and help with ideas. Chairman Brown suggested that the Board plan to go door-to-door to share information on the use tax and answer any questions from residents; the Board agreed that this would be a good idea.

NEW BUSINESS:

GRASS CUTTING BID REVIEW AND AWARD

The Board reviewed the bid tabulation which showed that bids were received from Bochart Mowing, Bruce's Lawn Care, Smallwood Lawn & Services, Superior Choice Lawn Care LLC, Kirkweg Lawncare LLC, AJ Lawncare, and SKRE Ground Maintenance and Snow Removal LLC.

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Chairman Brown recommended the bid be awarded to the lowest and best bidder, AJ Lawncare, whose bid was ~~\$480~~ \$280 for the weekly mowing, no charge for spraying, and \$40 per hour for nuisance mowing; the Board concurred with the recommendation.

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

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

Meeting adjourned at 7:30 p.m.

The next regularly scheduled meeting is scheduled for March 28, 2023.

Signature On File  
Chairman, Board of Trustees

ATTEST:

Signature On File  
Village Clerk