

**VILLAGE OF CENTERTOWN  
BOARD OF TRUSTEES REGULAR MEETING  
JANUARY 31, 2023**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:31 p.m. on Tuesday, January 31, 2023, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

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

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

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were received.

MINUTES FROM THE DECEMBER 27, 2022, REGULAR MEETING:

The minutes from the December 27, 2022, Regular Meeting were provided to Board members prior to the meeting. Trustee Hunger made a motion to accept minutes as published, Trustee Hinshaw seconded. Motion passed by voice vote with Chairman Pro-Tem Baker abstaining as she was absent from the meeting.

MINUTES FROM THE JANUARY 5, 2023, SPECIAL MEETING:

The minutes from the January 5, 2023, Special Meeting were provided to Board members prior to the meeting. Trustee Hinshaw noted that the word “hire” in the Increasing Investment Income – Interest line on Page 1 should actually be “higher”. Trustee Hinshaw made a motion to accept minutes as amended, Trustee Hunger seconded. Motion passed by voice vote with Chairman Pro-Tem Baker abstaining as she was absent from the meeting.

FINANCIAL REPORT:

December 2022, bank reconciliations for accounts were provided to Board Members by the Village Clerk prior to the meeting. Hard copy was provided to public in attendance. Bank

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statements were provided as support documentation. The balance for all accounts was \$847,111.02. This balance includes \$543.82 in the DNR Loan and Grant accounts, \$260,671.88 in the Waterworks Maintenance Reserve account, and \$40,408.76 in the American Rescue Plan Act (ARPA), which is to be used for the installation of self-reading water meters.

The Village Clerk informed the Board that the final bill for the water meters has been received from Core and Main and final costs will slightly exceed the remaining fund balance in the ARPA account; the Board indicated the additional required funds should be taken from the Maintenance Reserve account.

The Village has received the bill from Cole County for road maintenance work performed within the Village for 2002; the Board informed the Village Clerk to pay the bill from the CART account. Chairman Pro-Tem Baker said the County hasn't re-installed the speed limit sign on Lookout Trail just west of Shangri-La.

**WATERWORKS REPORT:**

The Board discussed a request to run water service to the lot next to the Post Office that just has a shop building on it; the new property owner just wants a water spicket installed. The Board discussed whether or not water should be run to a property with no means of dealing with wastewater. The Board indicated the current ordinance regarding adding water service should be reviewed.

Chairman Brown said the new owner of the house at 11905 Main has signed up for water service. Since the property has a history of leaks, when the water is turned-on, both the property owner and Waterworks personnel should be on site. Chairman Brown said the installer is scheduled to be in town next week to install the replacement meter at Longfellow's and hopefully install a self-read meter at 11905 Main.

Chief Water Operator Wirts reported that the pressure transducer on the new tower was replaced, and he said it would be a good idea to have a spare transducer on-hand in case the transducer goes out again. The Board instructed Chief Operator Wirts to order the spare transducer. Chairman Brown reported he has had conversations with Gary Davis at Bartlett & West about hardwiring the link between the tower and the wellhouse as part of the project to install a second water well.

Chief Water Operator Wirts reported the all-clear had been received from DNR on the valve repair at the new tower that had been listed as needing to be fixed in the recent DNR

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inspection report. Mr. Wirts also reported that the results of the special VOC and Nitrate tests were both good. The routine Bac-T sample will be taken on Sunday night.

Mr. Wirts reported three regular locates had been done in the last month and he thinks all locates are done for the fiber installation project. Chairman Brown said he had talked with the contractor on the fiber project about minimizing the number of locates requested as the Village is charged for each locate. The fiber project is supposed to be completed by the end of March.

VILLAGE CLERK REPORT:

Debit card/online transactions total \$3,277.37 with most of that being the payments to the Federal and State governments for tax withholding and sales tax due. Debit card usage totaled \$11.30 for postage and \$10 for Intuit payroll service. A listing of the transactions was provided to the Board in their packet.

There were 0 shut offs this month. Accounts receivable report provided to the Board in their folder. 8 past due notifications were sent out. Shut off is scheduled for February 7.

The sample ballot for the April 4 election was submitted to the County Clerk and approved.

All required tax filings have been completed and 1099s and W-4s have been mailed.

Up until about January 20, the Village Clerk spent a fair amount of time continuing to respond to questions and information requests from the auditors.

The Village received \$2,646.62 in interest on its accounts at Central Bank for 2022 compared to \$1,247.79 in 2021, a difference of \$1,398.83.

The furnace stopped working properly over the weekend. Senters was here today and got it back functioning to some degree, but it needs some new relays which Senters will be installing tomorrow. The estimated cost is \$620.

OLD BUSINESS:

FY 2022 AUDIT PRESENTATION

Lindsey Graves with Graves & Co. reviewed the audit report for FY 2022 and accompanying letter for the Board via telephone. The report and accompanying letters are on file and available for review.

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**BARTLETT & WEST MONTHLY REPORT**

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

**BILL NO. 0023-002 AN ORDINANCE AMENDING ORDINANCE 236, AN ORDINANCE ADOPTING A VILLAGE OF CENTERTOWN ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JUNE 1, 2022, AND APPROPRIATING FUNDS PURSUANT THERETO**

Chairman Pro-Tem Baker moved the first reading of Bill No. 0023-002 by title only; seconded by Trustee Hunger.

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

The Village Clerk read the bill title.

Chairman Pro-Tem Baker moved the second and final reading of Bill No. 0023-002 by title only; seconded by Trustee Hunger. The Village Clerk called the roll:

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

The motion passed and Bill No. 0023-002 becomes Ordinance 243.

**BILL NO. 0023-003 AN ORDINANCE AMENDING ORDINANCE 235, AN ORDINANCE ADOPTING A CENTERTOWN WATERWORKS ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JUNE 1, 2022, AND APPROPRIATING FUNDS PURSUANT THERETO**

Trustee Hunger moved the first reading of Bill No. 0023-003 by title only; seconded by Chairman Pro-Tem Baker.

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

The Village Clerk read the bill title.

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Trustee Hunger moved the second and final reading of Bill No. 0023-003 by title only; seconded by Chairman Pro-Tem Baker. The Village Clerk called the roll:

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

The motion passed and Bill No. 0023-003 becomes Ordinance 244.

NEW BUSINESS:

SOLID WASTE CONTRACT DISCUSSION

The Board indicated that the Village should go out for bids for a solid waste contract as the current contract expires at the end of May. The term of the contract should be five years and the other provisions should be the same as used before when the Village bid for solid waste collection services.

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

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

Meeting adjourned at 8:45 p.m.

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

Signature On File  
Chairman, Board of Trustees

ATTEST:

Signature On File  
Village Clerk