

**VILLAGE OF CENTERTOWN  
BOARD OF TRUSTEES REGULAR MEETING  
SEPTEMBER 27, 2022**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, September 27, 2022, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

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

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

COMMENTS OR QUESTIONS FROM RESIDENTS:

Jim Plaster told the Board that on Thursday the fence row around the new water tower would be cleaned-up.

MINUTES FROM THE AUGUST 30, 2022, REGULAR MEETING:

The minutes from the August 30, 2022, Regular Meeting were provided to Board members prior to meeting. Trustee Hunger made a motion to accept minutes as published, Trustee LePage seconded. Motion passed by voice vote.

MINUTES FROM THE SEPTEMBER 15, 2022, SPECIAL MEETING:

The minutes from the September 15, 2022, Special Meeting were provided to Board members prior to meeting. Trustee Hunger made a motion to accept minutes as published, Trustee Hinshaw seconded. Motion passed by voice vote.

FINANCIAL REPORT:

August, 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 statements were provided as support documentation. Balance for all accounts is \$858,596.40. This balance includes \$19,300.95 in the DNR Loan and Grant accounts, \$254,887.01 in the

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Waterworks Maintenance Reserve account, and \$40,303.05 in the American Rescue Plan Act, which is to be used for the installation of self-reading water meters.

WATERWORKS REPORT:

Chief Water Operator Wirts reported the BacT samples would be collected on Wednesday morning. Mr. Wirts had a meeting with the Co-Mo Connect contractors about the process for the fiber installation within the Village and the locates that will be needed. The contractors hit a water service line today due to incorrect marking but repairs have been made. Mr. Wirts responded to a trouble call at 103 S. Monroe; shut water off as the problem was between the meter and the house.

Mr. Wirts reported the inspection report from DNR's recent water system inspection had been received. Water loss was calculated at 4.7% which is great. One significant deficiency cited was the flapper valve on the new water tower doesn't fit correctly which is already being addressed by the engineers. There was also one unsatisfactory finding which was the Village needs to develop a site sampling plan in the format preferred by DNR; the plan needs to include sampling locations both upstream and downstream from the sampling stations so any issues can be more easily isolated. The Village must respond back to DNR by October 21, 2022, to inform them what actions the Village will take to address the significant deficiency and unsatisfactory finding; Mr. Wirts is working with Bartlett and West on a response. The corrective actions must be completed by January 19, 2023. The inspection report also contained eight recommendations which the Village isn't required to address but would be beneficial to address over time; those recommendations are as follows:

1. a written water main flushing program;
2. exercise the valves annually;
3. perform flow tests on fire hydrants;
4. well casing corrosion;
5. install sample tap after water chlorination;
6. install shut-off valve in the wellhouse;
7. install well pump to waste capability;
8. new water tower foundation needs to have at least 12-inches showing above ground.

Mr. Wirts has been working with BO-9 Junction periodically on an issue with murky water; Mr. Wirts has flushed the hydrant near BO-9's and told the owner to contact a plumber to check to see if the business has galvanized service lines.

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Mr. Wirts informed the Board he received a letter from DNR to inform the Village that the operator requirements for the Village's water system have been changed from DS-2 to DS-1.

VILLAGE CLERK REPORT:

Debit card usage for September was \$767.35; includes \$639 for the annual primacy fees and \$116.91 for the 2022 tax forms.

There was 0 shut offs this month. The accounts receivable report was provided to the Board; 10 past due notifications were sent out. Shut off is scheduled for October 5<sup>th</sup>.

A reminder that Republic Services has scheduled Fall Clean-up for October 10, 2022; it is for residential customers only; a post has been put on the Village's webpage.

The first meter reading and billing utilizing the new meters was completed on September 14. All meters were read during the initial trip to various points around town. The billing process as a whole including reading, upload to CUSI, generating and printing/stamping bills took about 2 ½ hours which is a substantial decrease from previous.

The Village received the certification of its tax rate from the State Auditor's Office.

The Village has received the \$150 ROW fee from Co-Mo Connect.

The annual audit process has begun; considerable time was spent completing forms that the auditor requires the Village to complete as well as sending-out forms for the Village's bank, legal counsel, Cole County, DNR and DOR to certify to the auditors things like account balances and the amount of money the Village received from those various entities.

Republic Services has provided the Village with a new trash cart as the lid somehow was ripped-off the old one.

The pest/rodent situation seems to be much improved since the treatments started back in July.

OLD BUSINESS:

WATERTOWER & WATERWORKS/BARTLETT & WEST ENGINEERS:

An inspection of the new water tower using an underwater drone was done. Overall, the tower looked good, however there was corrosion on the ladder and silt in the tank; Caldwell Tank will be asked to address those issues as well as the flapper valve and foundation grading issues; the

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contract with Caldwell Tank is up at the end of the year so this work will need to be done by then. C & S has completed all of their punch list items.

The Village should hear about the application to the State of Missouri for ARPA funds by October 12, 2022. Chairman Brown reported the Village has been awarded \$50,000 in ARPA funds from Cole County for the wastewater project. Gary Davis of Bartlett and West reported he met with the City of Jefferson about the Village's proposed wastewater project; the City of Jefferson representatives asked for a letter from the Village detailing what the Village is proposing; Mr. Davis presented a draft of the letter for the Board to consider. The letter states that the Village is asking to connect to the City of Jefferson wastewater system at the Elston pumping station, wastewater treatment of up to 40,000 gallons per day and a 25-year treatment agreement; these figures could be negotiating points with the City of Jefferson.

Chairman Brown made a motion to allow Bartlett and West to negotiate on the Village's behalf on a wastewater treatment contract with the City of Jefferson; seconded by Trustee Hunger. The motion passed on a voice vote.

MAINTENANCE POSITION HELP WANTED AD:

Chairman Brown reported no applications were received for the maintenance position; it was advertised for 1-month on jobs.gov and for 2 weeks in the *Jefferson City News Tribune* and the *California Democrat*. Chairman Brown said he had sent an RFP to six landscaping companies asking for bids on providing snow removal services for the Village. Chairman Brown said he is working on an RFP for grass cutting services.

OLD WATER METERS

Chairman Brown told the Board that New World Recycling would pay \$1 per pound for the copper in the old water meters with each water meter containing approximately four pounds. New World would give the Village \$1.50 per pound if the meters were torn apart but the Board decided that would be too time intensive to be worthwhile. The Board indicated their approval for selling the old water meters to New World Recycling for \$1 per pound for the copper.

NEW BUSINESS:

NUSIANCE LETTERS

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The Board discussed the issue of trees overhanging public streets. Chairman Brown told the Board that the nuisance ordinance allows the Village to trim the trees and assess the cost to the property owners but that hadn't been done in many years. The Board expressed support for the

Village paying the cost for the tree trimming the first time, but that any subsequent trimming would have to be paid for by the property owners.

Chairman Brown said the Village would send-out another round of nuisance letters for tall grass/weeds. It was pointed out that property owners are responsible for cutting the grass/weeds in road right-of-way.

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 8:00 p.m.

The next regularly scheduled meeting is scheduled for October 25, 2022.

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Signature on file  
Chairman, Board of Trustees

ATTEST:

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Signature on file  
Village Clerk