

**VILLAGE OF CENTERTOWN  
BOARD OF TRUSTEES REGULAR MEETING  
APRIL 23, 2024**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, April 23, 2024, by Chairman Brown, in the Village Hall at 1227 Broadway. On roll call, the following members were present:

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

Chairman Brown proposed amending the tentative agenda by striking the following items: Closed Meeting, Open Meeting, Lead Service Line Inventory Project Update, Set Date For Budget Meeting, and Review Salaries and Job Duties; Trustee Hunger made a motion to accept the tentative agenda as amended, Chairman Pro-Tem Baker seconded. Passed on voice vote.

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were received.

MINUTES FROM THE MARCH 28, 2024, REGULAR MEETING:

The minutes from the March 28, 2024, Regular Meeting were provided to Board members prior to the meeting. Chairman Pro-Tem Baker made a motion to accept the minutes as presented, Trustee Hunger seconded. Passed on a voice vote.

FINANCIAL REPORT:

March, 2024, 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 as of March 29, 2024, was \$888,424.95 This balance includes \$6,066.62 in the DNR SRF Loan and Grant accounts, \$262,723.87 in the Waterworks Maintenance Reserve account, and \$0 in the American Rescue Plan Act (ARPA), which was used for the installation of self-reading water meters and will be used for the ARPA-funded Lead Service Line Inventory project. The first invoices have been received on the Lead-Service Line project so there will soon be activity in the ARPA account.

The Village Clerk reported that sales tax revenues fiscal year to-date are \$22,356.71 compared to \$20,174.48 last fiscal year; the budget for the current fiscal year is \$20,000 which has already been exceeded. Property tax revenues also have exceeded the budgeted amount. It appears that Franchise Tax revenue and Telecommunications Tax revenue will come in under budget. In terms of Water Sales, \$53,273.93 has been collected to-date; it is estimated around \$64,000 will be the total sales for the year which is \$1,000 under the budgeted amount.

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WATERWORKS REPORT:

Chief Water Operator Wirts said he did 7 locates in the last month. He will be pulling samples for another VOC test. Centertown Village Apartments installed a valve on their side of the meter so they won't have to turn the water off at the meter any longer. Mr. Wirts received a call from DNR asking if the Village would do voluntary testing for PFAS in our water; Mr. Wirts said we would. Mr. Wirts doesn't think systems with deep wells (like the Village's) will have PFAS in their water.

VILLAGE CLERK REPORT:

Debit card/online transactions total \$461.16 which includes the usual payments for electric and telephone/internet services. A listing of the transactions is in the Board packets.

There were 0 shut-offs this month. Accounts receivable report is in the Board packets. 10 past due notifications were sent-out. Shut off is scheduled for May 1.

The State CDBG Program monitoring visit for the grant close-out process was held on April 9. The report from the visit has not been received from the State yet; the only significant issue that came-up was that there some pay requests that were signed by the same people who then signed the checks once the pay requests were approved.

Republic Services has scheduled the Residential Bulk Spring Clean-up for May 6; the notice has been posted on the website.

The Village Clerk received a follow-up email from Burcham Companies regarding their possible fireworks stand saying that should they decide to proceed, they will provide the Village with more details including the time lines, hours of operations, liability insurance and safety plans. Also, they would be working underneath an existing fireworks company and Burcham would use their staff to run the stand on their property; they are aware that they will need to collect sales tax.

The Village received the Certificate of Coverage from our workers compensation insurance provider, Missouri Rural Services Workers' Compensation Insurance Trust.

The Consumer Confidence Report for 2023 has been received from DNR; a copy is in your packets. No violations appeared on the report for 2023.

The deadline for responding to the RFQ for engineering services was April 16 and responses were received from 4 firms.

6 people have responded thus far to the advertisement for the Village Clerk position.

OLD BUSINESS:

ARPA GRANT PARK PROJECT – UPDATED PLAN: Chairman Brown said that Chairman Pro-Tem Baker and he met with Ameren and there would be no cost to install lights along the walking trail; the monthly cost would be \$23.

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A change-of-scope for the ARPA Grant money was submitted to Cole County which includes the following Park project:

At City Park

Update the Electric Box and add additional lighting. \$8,000

Resurface the Parking and Walking Trail around the baseball field and pavilion. \$4,000

- Cole County Public works has this included as an alternate for their chipseal bid.

Playground equipment and installation (Swing set) \$8,000

Walking Trail

Dusk to Dawn lighting \$3,000

Playground equipment and installation (Swing and slide) \$16,000

Park benches and installation \$10,000

The total estimated cost is \$49,000. Further investigation showed that the fence along a portion of the west boundary of the park is most likely not the Village's so that was removed from the project. Chairman Brown will be meeting with the County in May to see if the change-of-scope is accepted.

NEW BUSINESS;

RESOLUTION NO. 02-2024 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:

Trustee Hunger moved, seconded by Trustee Hinshaw to approve Resolution 02-2024.

Chairman Brown provided the Board a copy of the award letter for the Small Communities Grant from Cole County; the grant is for \$150,000 which will be used as the Village's match for the TAP grant to replace/install sidewalks. The deadline for applications is Friday. Engineering costs in the grant are now at 27% which Chairman Brown has been told is an acceptable level.

There being no further discussion, the vote was called for.

Resolution 02-2024 was approved by voice vote.

FY24 AUDIT PROPOSAL – GRAVES & CO.: The proposal was provided to the Board and the proposed cost for the audit is \$13,225. The Board indicated they would like to do an RFP for audit services for next year's audit.

Chairman Pro-Tem Baker moved to accept the proposal from Graves & Co. for the FY25 audit and to authorize the Chairman to sign the proposal; seconded by Trustee Hinshaw. Motion passed on voice vote.

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BILL NO 0024-05 AN ORDINANCE ACCEPTING ELECTION RESULTS:

Trustee Hunger moved the first reading of Bill No. 0024-005 by title only; seconded by Chairman Pro-Tem Baker.

There being no 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 No. 0024-005 by title only; seconded by Chairman Pro-Tem Baker. The Village Clerk called the roll:

Trustee Hinshaw Abstain

Trustee LePage: Yes

Chairman Brown: Yes

Trustee Hunger: (absent)

Chairman Pro-Tem Baker: Yes

The motion passed and Bill No. 0024-005 becomes Ordinance 258.

SWEAR-IN NEW BOARD MEMBERS: The oath of office was administered to Trustee Hinshaw for a 2-year term on the Board of Trustees.

ELECTION OF BOARD OFFICERS:

Chairman Pro-Tem Baker moved that Adam Brown serve as Chairman of the Board of Trustees; seconded by Trustee Hinshaw. Motion passed on voice vote with Chairman Brown abstaining.

Trustee Hinshaw moved that Debra Baker serve as Chairman Pro-Tem of the Board of Trustees; seconded by Chairman Brown. Motion passed on voice vote with Chairman Pro-Tem Baker abstaining.

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

Chairman Brown reminded the Board that the special budget meeting will be held on May 7, 2024, at 6 p.m. at Village Hall.

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

Meeting adjourned at 7:33 p.m.

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The next regularly scheduled meeting will be on Tuesday, May 28, 2024, at 6:30 p.m.