

**VILLAGE OF CENTERTOWN
BOARD OF TRUSTEES REGULAR MEETING
NOVEMBER 29, 2022**

The regular meeting of the Board of Trustees of Centertown, Missouri, was called to order at 6:30 p.m. on Tuesday, November 29, 2022, 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 (absent)

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

COMMENTS OR QUESTIONS FROM RESIDENTS:

No comments or questions were made.

MINUTES FROM THE OCTOBER 25, 2022, REGULAR MEETING:

The minutes from the October 25, 2022, Regular Meeting were provided to Board members prior to meeting. Trustee LePage made a motion to accept minutes as published, Trustee Hinshaw seconded. Motion passed by voice.

FINANCIAL REPORT:

September, 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 \$847,105.35. This balance includes \$496.91 in the DNR Loan and Grant accounts, \$255,313.17 in the Waterworks Maintenance Reserve account, and \$40,370.44 in the American Rescue Plan Act, which is to be used for the installation of self-reading water meters.

WATERWORKS REPORT:

Chairman Brown stated that both of the recent boil advisories that were issued were the Contractor's fault and not the result of errors made by Centertown Water Works. Chief Water

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Operator Wirts reported most recent main break on South Monroe Street was the result of carelessness on the part of the Contractor. The break was in a 6" line and the tower drained before the water could be shut-off. All test results on the samples taken after the main was repaired came back "clear/good". The Board instructed Chief Operator Wirts to bill the Contractor for his time, repair materials, the 71,500 gallons of water loss, and an extra \$500 to reimburse the two businesses impacted by the boil advisories. Trustee Hinshaw raised the idea of having a \$500 fine in the future for contractors who hit water mains; the Board will discuss this idea further in the future.

The water leak on Broadway was looked at by the Missouri Rural Water Association who thinks it is a small leak under the street; Chairman Brown will contact a contractor about fixing the leak. BacT sample for this month was just pulled and submitted. Chief Water Operator Wirts said he had done four regular locates in the last month as well as numerous locates for the fiber installation project for which he is charging the Village by the hour. Chief Operator Wirts said Bartlett and West is still waiting to hear back from the painting contractor on when the remaining items would be addressed on the water tower; if the weather gets bad, an extension beyond December 31 may have to be requested from DNR.

VILLAGE CLERK REPORT:

Debit card usage for November was \$6 for Intuit payroll service.

There was 1 shut off this month; turned back on same day. Accounts receivable report is in your folder. 7 past due notifications were sent out. Shut off is scheduled for December 6th.

Meter reading and billing utilizing the new meters went well again this month. There was another bad reading at Longfellow's and one other meter that didn't read; Core & Main will be here next week to install a new meter at Longfellow's and look at the meter that didn't read.

Considerable time was spent in the last month completing the annual financial statement due to the State Auditor's Office by tomorrow; it will be filed on-time. A big "thank you" to Chairman Pro-Tem Baker for her assistance with the report.

Also, spent considerable time getting information for the auditors for the annual audit; the grants/loan for the water tower project have added to the complexity of the audit and will require an addendum to the original agreement with Graves & Co. The main issue is that since the Village received over \$750,000 in Federal money, we are subject to the Federal single audit requirement which is a compliance audit above and beyond the financial audit; we will have to provide additional documentation on 40% of the transactions involving Federal money and there are other special tests the auditors have to perform.

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Received notifications that the 2nd well and wastewater system have been placed on FY 2023 SRF Intended Use Plan. The 2nd well would involve a combination of grant funding and a loan while the wastewater system would be all loan money. Neither is an actual award until the Village indicates to DNR that it is ready and wants to proceed with either or both of the projects.

Received letter from the Office of Administration, Division of Accounting, regarding a Local Government Expenditure Database that the General Assembly approved to be added to the Missouri Accountability Portal. Starting with our next fiscal year, we can voluntarily submit expenditure data for inclusion. There is also a provision that allows residents to request that we participate; if the requisite number of requests are received, then we must participate.

The street light at Monroe and Main has been upgraded to LED by Ameren.

The Village Clerk will not be in the office during regular office hours next Tuesday, December 6 but will be here later in the day. Chairman Brown has indicated he would be able to be up here for a portion of Tuesday morning. Trustee Hinshaw indicated she could be in the office from 11 a.m. to 1 p.m.

OLD BUSINESS:

UPDATE ON RAILROAD/TRAIN ISSUES:

Chairman Brown told the Board he was still in discussion with the railroad, elected officials and various State and Federal agencies about the blockage situation; a meeting is in the works between all those groups to discuss the issue. Chairman Brown said he informed Union Pacific that a solution needs to be found within the next two years.

WATERTOWER & WATERWORKS/BARTLETT & WEST ENGINEERS:

See the Waterworks Report above.

STATE ARPA – FUNDING ANNOUNCEMENT

Chairman Brown reported that the Village was not awarded State ARPA funding for either the wastewater system or a second water well. He said there is still \$2 million included in the Federal FY 23 budget being considered by Congress and \$15.9 in Water Development Act funding also still under consideration by Congress. Chairman Brown said he has also started having preliminary discussion with Bartlett and West about other options for the wastewater project should full funding not be received.

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BILL NO. 0022-009 AN ORDINANCE AUTHORIZING THE CHAIRMAN TO ENTER INTO A
SUBRECIPIENT AGREEMENT WITH COLE COUNTY AS IT PERTAINS TO THE AWARD OF FUNDS
FROM THE AMERICAN RESCUE PLAN STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF)
PROGRAM

Trustee LePage moved the first reading of Bill No. 0022-009 by title only; seconded by Trustee Hinshaw.

Trustee LePage expressed mixed feelings about this funding because the County chose to fund non-water/wastewater projects and also \$600,000 for a consultant to tell them how to spend the ARPA funding. Chairman Brown said he work with the County to make clear that the funding being awarded to the Village would just be going for one part of the larger wastewater project.

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

The Village Clerk read the bill title.

Chairman Brown moved the second and final reading of Bill 0022-009 by title only; seconded by Trustee Hinshaw. The Village Clerk called the roll:

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

The motion passed and Bill No. 0022-009 becomes Ordinance 240.

**BILL NO. 0022-010 AN ORDINANCE AUTHORIZING THE CHAIRMAN TO ENTER INTO AN
AGREEMENT WITH COLE COUNTY PERTAINING TO ENFORCEMENT OF ENVIRONMENTAL
PROTECTION AND SAFETY CODE**

Trustee LePage moved the first reading of Bill No. 0022-010 by title only; seconded by Trustee Hinshaw.

Chairman Brown indicated this ordinance was verbatim from Cole County.

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

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The Village Clerk read the bill title.

Trustee Hinshaw moved the second and final reading of Bill 0022-010 by title only; seconded by Trustee LePage. The Village Clerk called the roll:

Trustee Hinshaw: Yes

Trustee LePage: Yes

Chairman Brown: Yes

Trustee Hunger: Absent

Chairman Pro-Tem Baker: Absent

The motion passed and Bill No. 0022-010 becomes Ordinance 241.

NEW BUSINESS:

PROPOSED RECYCLING PLAN

Chairman Brown informed the Board that a proposed recycling program in the Village is being discussed. The program would be funded as a pilot program for two years utilizing Sheltered Workshop employees. The idea being discussed is to bring in trailers for newspaper, cardboard and containers for plastics and place them at the ballpark site. The grant would pay for moving the concrete barriers from Main Street to the site as well as graveling. Trustee Hinshaw voiced a concern over the amount of trash that may be deposited at the site and the site would have to be monitored. Trustee LePage said if the containers are emptied once per week that would minimize trash accumulation and that if problems arise, then the containers can be removed. More discussions will be held in the future on the plan.

STATUS REPORT ON ANNUAL AUDIT

Reported on in the Village Clerk's report above.

FILING FOR BOARD MEMBER ELECTION

Filing for the open Board seats opens on December 6, 2022 and runs through December 27, 2022. Postings will be made to the Village's website and the Community Watch page. Notices were also run in the *News Tribune* and *California Democrat*.

USAGE TAX BALLOT ISSUE

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Chairman Brown said he would like to place the use tax question back on the ballot. The tax could help offset the loss in property tax revenue and the Village is losing money every time goods are purchased online. The issue will be discussed further at future meetings.

SET DATE FOR MID-YEAR BUDGET REVIEW

Chairman Brown will be in touch via email to see what dates might work for Board members for the mid-year budget review.

SET DATE FOR COMPREHENSIVE PLAN REVIEW AND UPDATE

Chairman Brown would like to do a review and clean-up of the comprehensive plan sometime in January. No date was set at this time.

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

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

Meeting adjourned at 7:45 p.m.

The next regularly scheduled meeting is scheduled for December 27, 2022.

Signature On File
Chairman, Board of Trustees

ATTEST:

Signature On File
Village Clerk