

# VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING AGENDA

Innsbrook Village Hall  
1835 Highway F  
Tuesday, August 11, 2015, 7:30 PM

Public notice is hereby given that the Board of Trustees will meet at Innsbrook Village Hall, 1835 Hwy F, Innsbrook, Missouri, on Tuesday, August 11, 2015 at 7:30 PM for a meeting to discuss and act upon the matters on this agenda as follows:

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES
  - a. Regular Meeting: July 14, 2015
- 6) PUBLIC HEARING - 2015 TAX RATE
- 7) PUBLIC COMMENTS - Citizens who have concerns or remarks who wish to speak on Village matters may do so at this time.
- 8) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 9) BOARD OF TRUSTEES COMMENTS
- 10) CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS
- 11) DEPARTMENT REPORTS:
  - a. Financial Report
  - b. Administrator's Report
    - i. Neighborhood Improvement Program - Walkers Way (authorized payment)
  - c. Planning & Zoning Commission - No August Meeting
- 12) UNFINISHED BUSINESS:
- 13) NEW BUSINESS:
  - a. **BILL NO. 220 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS.**
  - b. **BILL NO. 221 - AN ORDINANCE LEVYING AND ESTABLISHING THE RATE OF ANNUAL TAXATION FOR THE YEAR 2015 ON ALL PROPERTY WITHIN THE VILLAGE OF INNSBROOK, WARREN COUNTY, MISSOURI AND PROVIDING FOR THE EXTENSION OF SAID TAXES ON THE BOOKS OF THE COLLECTOR BY THE COUNTY CLERK OF WARREN COUNTY, MISSOURI**
- 14) VOTE TO ADJOURN

#### Unfinished Business/ Hold

- BHS/Landfill Area
- Complaint Properties
- Animal Shelter
- Septic Issues
- Dry Hydrants

(Next quarterly report Sept. 2015)

Dated and Posted this 5th day of August, 2015.

Carla Heggemann, Village Administrator

**THE NEXT MEETING OF THE VILLAGE OF INNSBROOK BOARD OF TRUSTEES IS SCHEDULED FOR  
TUESDAY, SEPTEMBER 8, 2015 at 7:30 PM**

### MINUTES

The August 11, 2015 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 7:30 PM with Chairman Jeff Thomsen, presiding. Chairman Thomsen led the Pledge of Allegiance. On Roll Call, Trustees Jerry Rust, Bob Dowdle, Tom Stevener, Trish Dunn and Chairman Jeff Thomsen were present. After roll call Chairman Thomsen announced that a quorum was present for the transaction of business.

Also in attendance were Village Administrator/Clerk, Carla Heggemann

#### APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the August 11, 2015 agenda. Motioned by Trustee Dowdle, seconded by Trustee Rust, to approve the agenda. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Agenda was approved.

**APPROVAL OF MINUTES**

Motioned by Trustee Rust, seconded by Trustee Stevener to approve minutes from the July 14, 2015 Meeting. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Minutes were approved.

**PUBLIC HEARING - 2015 TAX RATE**

The proposed tax rate for 2015 (per \$100) valuation is 0.1267. This reflects no change from last year's rate. No public discussion was had due to no visitors attending this meeting.

**PUBLIC COMMENT**

None at this time.

**COMMUNICATIONS, PETITIONS, PRESENTATIONS**

None at this time.

**BOARD OF TRUSTEES COMMENTS**

Trustee Dowdle stated that the ISO rating for the Warrenton Fire District has dropped and was curious about Wright City's rating. Someone will contact the Wright City Fire Chief before the next meeting, when the Trustee's can discuss this further.

**CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS**

None at this time.

**DEPARTMENT REPORTS**

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustee's in attendance.
- b. Administrator's Report -
  - i. Neighborhood Improvement Program (Walkers Way) - Carla Heggemann reported that all paid invoices have been received from the Zuckner's and the total cost of the project was \$1,725.98. The Trustee's approved the release of a \$1,000 check to reimburse the Zuckner's for a potion of their expenses, per NIP agreement.
  - ii. Village Hall will be closed on September 7, 2015 in observance of Labor Day and September 21-23, 2015 in order for Carla Heggemann to attend the Missouri Municipal League Conference.
- c. Planning and Zoning Commission - No August Meeting was held. After contacting Wayne Edwards about reappointment to the P&Z Commission, he wishes not to be reappointed for another term. Chairman Thomsen has spoken to Bob Soderholm and Bob Soderholm has spoken with Steve Gissy about Wayne Edwards position on the P&Z Commission. Chairman Thomsen asked the Trustees to think about individuals that might be interested in that position if Steve Gissy does not wish to be appointed. Trustee Rust stated that Sally Schenkelburg will be moving on September 8, 2015 and will need to be replaced on the Board of Adjustment Commission.

**UNFINISHED BUSINESS:**

- a. BHS/Landfill Area - Chairman Thomsen stated that for some years now this land has been up for auction at the courthouse for unpaid taxes. The Department of Natural Resources (DNR) monitors this property due to a \$600,000 lien on said property to reimburse for the cleanup work that has been done over the years. Chris McCormick and Chairman Thomsen had attended those court hearings in the past also, to see if anyone was considering purchasing the property and stated that he thinks we should continue to follow this. Chairman Thomsen asked Carla Heggemann to begin going to these court hearings also.

NEW BUSINESS:

- a. **BILL NO. 220 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS.** Chairman Thomsen stated that the Village already has this Ordinance in place, but the Ordinance needs to be renewed every two years. Carla Heggemann stated that the Village is not required to pass this Ordinance due to the Village not having a revenue of one million dollars or more. The Trustees had this discussion in the past and have decided to pass the ordinance regardless, as to be as transparent as possible. Motioned by Trustee Stevener, seconded by Trustee Rust and unanimously carried, to approve the first and second reading of Bill 220 by title only. Chairman Thomsen performed the first and second reading. Motioned by Trustee Dowdle, seconded by Trustee Rust, to pass Bill 220 into Ordinance 218. By roll call vote, Trustee Rust "Yes", Trustee Dowdle "Yes", Trustee Stevener "Yes", Trustee Dunn "Yes", Trustee Thomsen "Yes". 5 Yes, 0 No, motion passed. Bill 220 is enacted as Ordinance 218 of the Village of Innsbrook.
- b. **BILL NO. 221 - AN ORDINANCE LEVYING AND ESTABLISHING THE RATE OF ANNUAL TAXATION FOR THE YEAR 2015 ON ALL PROPERTY WITHIN THE VILLAGE OF INNSBROOK, WARREN COUNTY, MISSOURI AND PROVIDING FOR THE EXTENSION OF SAID TAXES ON THE BOOKS OF THE COLLECTOR BY THE COUNTY CLERK OF WARREN COUNTY, MISSOURI.** Motioned by Trustee Stevener, seconded by Trustee Rust and unanimously carried, to approve the first and second reading of Bill 221 by title only. Chairman Thomsen performed the first and second reading. Motioned by Trustee Dowdle, seconded by Trustee Rust, to pass Bill 221 into Ordinance 219. By roll call vote, Trustee Rust "Yes", Trustee Dowdle "Yes", Trustee Stevener "Yes", Trustee Dunn "Yes", Trustee Thomsen "Yes". 5 Yes, 0 No, motion passed. Bill 221 is enacted as Ordinance 219 of the Village of Innsbrook.

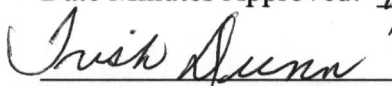
VOTE TO ADJOURN

Motioned by Trustee Dowdle, seconded by Trustee Rust, to adjourn the meeting. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 7:58 PM.

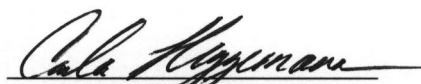
I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, August 11, 2015.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 9/8/15



Trish Dunn, Village Board Clerk



Attest: Carla Heggemann,  
Village Administrator/Clerk