



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Tuesday, November 9, 2021, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES:
 - a. Regular Meeting: October 12, 2021
 - b. Work Session Meeting: November 1, 2021
- 6) PUBLIC COMMENT (Comments emailed to Village Administrator will be read at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Reports - October 2021
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
 - i. Plat Application - Innsbrook Estates Plat 108
- 11) UNFINISHED BUSINESS:
 - a. **BILL NO. 307 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI PROVIDING FOR SUBMISSION OF THE PROPOSAL TO THE QUALIFIED VOTERS OF THE VILLAGE FOR THEIR APPROVAL AT THE GENERAL ELECTION CALLED AND TO BE HELD IN THE VILLAGE ON, APRIL 5TH, 2022 (ORD. 303) *second reading***
 - b. RFQ - Professional Architect/Engineering Services
- 12) NEW BUSINESS:
 - a. **BILL NO. 308 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 108 FOR THE DEVELOPMENT OF TWENTY-TWO (22) SINGLE FAMILY RESIDENTIAL SITES. (ORD. 304)**
- 13) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
 - Animal Shelter
 - Dry Hydrants
 - Village Cemetery
 - Broadband Infrastructure
- (Next quarterly report Dec. 2021)

MINUTES

The November 9, 2021 regular meeting of the Village of Innsbrook Board of Trustees was held in person and via Zoom Video Conference, and called to order at 5:00 PM (CST) with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance.

Upon roll call, Trustees Trish Dunn, Ted Sator, Jeff Thomsen and Donna West were present in person. Trustee Dan Reuter was absent. Others in attendance in person included Village Administrator/Clerk - Carla Ayala. Due to the COVID-19 Pandemic, all other visitors attended this meeting via videoconference. Those attendees included Village Attorney - Nathan Bruns, Keith Thompson - Innsbrook Corporation, Tracy Sator, and Steve Patton and Grace Nordmann - Hastings & Chivetta.

APPROVAL OF AGENDA

Motioned by Trustee Sator, seconded by Trustee Dunn, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 4 "Aye", 0 "No" vote.

APPROVAL OF MINUTES

Motioned by Trustee Sator, seconded by Trustee West to approve the October 12, 2021 regular session meeting and the November 1, 2021 work session meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 4 "Aye", 0 "No" vote.

PUBLIC COMMENTS

None at this time.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Sator attended the November Planning and Zoning meeting and stated that it progressed nicely.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

Chairman Thomsen informed the Trustees that he will be undergoing heart surgery later in November and most likely will not be in attendance at the December meeting. Trustee Dunn will fill in to conduct the meetings and such until his return.

DEPARTMENT REPORTS

- a. Financial Report - The October 2021 financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Dunn, seconded by Trustee Sator to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye". Motion passed and approved with a 4 "Aye", 0 "No" vote.
- b. Administrator's Report - Village Administrator/Clerk, presented a report to the Trustees. Village Hall will be closed on November 11 and 25-26, 2021. Ninety-six business permits have been approved to date.
- c. Planning and Zoning Commission - The Commission held their last meeting on November 03, 2021. A recommendation of approval for Innsbrook Estates Plat 108 was approved by a vote of 6 "Aye", 1 "No" vote.

UNFINISHED BUSINESS:

- a. **BILL NO. 307 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI PROVIDING FOR SUBMISSION OF THE PROPOSAL TO THE QUALIFIED VOTERS OF THE VILLAGE FOR THEIR APPROVAL AT THE GENERAL ELECTION CALLED AND TO BE HELD IN THE VILLAGE ON, APRIL 5TH, 2022.** Motioned by Trustee Dunn, seconded by Trustee Sator to hold the second reading of Bill No. 307 by title only. All Trustees present voted "Aye". Motion passed and approved with a 4 "Aye", 0 "No" vote. Chairman Thomsen read Bill No. 307 by title only. Chairman offered discussion on Bill No. 307. There being none, to enact as an Ordinance, by roll call vote, Trustee Dunn - "Aye", Trustee Reuter - Absent, Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 4 "Aye", 0 "No", 0 Abstain vote. Bill No. 307 is enacted as Ordinance No. 303 of the Village of Innsbrook, Missouri.
- b. RFQ Professional Architect/Engineering Services - The Trustees discussed their rankings of each Request for Qualifications received. Three firms will be called into an interview process on Wednesday, November 17, 2021 beginning at 9:00 AM. The three firms chosen for this process are Cochran, Archimages and Hastings & Chivetta.

NEW BUSINESS:

- a. **BILL NO. 308 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 108 FOR THE DEVELOPMENT OF TWENTY-TWO (22) SINGLE FAMILY RESIDENTIAL SITES.** Motioned by Trustee Dunn, seconded by Trustee Sator to hold the first and second reading of Bill No. 308 by title only. All Trustees present voted "Aye". Motion passed and approved with a 4 "Aye", 0 "No" vote. Chairman Thomsen read Bill No. 308 twice by title only. Chairman offered discussion on Bill No. 308. Keith Thompson had audio issues trying to connect to Zoom so the Village Administrator summarized the discussion held at the Planning and Zoning meeting pertaining to Plat 108. Motioned by Trustee Sator, seconded by Trustee West to vote to

enact Bill No. 308 as an Ordinance of the Village. By roll call vote, Trustee Dunn - "Aye", Trustee Reuter - Absent, Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 4 "Aye", 0 "No", 0 Abstain vote. Bill No. 308 is enacted as Ordinance No. 304 of the Village of Innsbrook, Missouri.

VOTE TO ADJOURN

Motioned by Trustee Dunn, seconded by Trustee Sator, to adjourn the regular meeting. All Trustees present voted "Aye". Motion passed and approved with a 4 "Aye", 0 "No" vote. Meeting adjourned at 6:28 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, November 09, 2021.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 1-11-22

Donna West
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

