



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F
Tuesday, February 9, 2016, 7:30 PM

AGENDA

Public notice is hereby given that the Board of Trustees will meet at Innsbrook Village Hall, 1835 Hwy F, Innsbrook, Missouri, on Tuesday, February 9, 2016 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: January 12, 2016
 - b. Executive Session: January 12, 2016
- 6) PUBLIC COMMENTS - Citizens who have concerns or remarks who wish to speak on Village matters may do so at this time.
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS
 - a. UM Council - Linda Buschman Term Expires February 2016 (2 Year Term)
 - b. Board of Adjustment Vacancy (5 Year Term)
- 10) DEPARTMENT REPORTS:
 - a. Financial Report
 - i. Bills of The Month
 - b. Administrator's Report
 - i. March Meeting Date Change
 - c. Planning & Zoning Commission
 - i. Temporary Contracted Inspections
- 11) UNFINISHED BUSINESS:
 - a. Discussion on any Hold Items
- 12) NEW BUSINESS:
- 13) VOTE TO ADJOURN

Unfinished Business/ Hold Items

- BHS/Landfill Area
 - Complaint Properties
 - Animal Shelter
 - Septic Issues
 - Dry Hydrants
 - Internet Speeds
- (Next quarterly report March 2016)

MINUTES

The February 9, 2016 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 7:30 PM with Village Board Chairman Jeff Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Bob Dowdle, Trish Dunn and Jeff Thomsen were present. Trustees Jerry Rust and Tom Stevener were Absent. 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; Jim & Cindy Bowers (L2461); Ted Sator (L154); Bob Soderholm (L2130) and Ron MacKnight, Wright City Fire Chief.

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the February 9, 2016 agenda. Motioned by Trustee Dowdle, seconded by Trustee Dunn, to approve the agenda. All Trustees present voted "Aye". Motion passed with a 3-0 vote. Motion was approved.

APPROVAL OF MINUTES

Motioned by Trustee Dowdle, seconded by Trustee Dunn to approve minutes from the Regular and Executive Session Meetings on January 12, 2016. All Trustees present voted "Aye". Motion passed with a 3-0 vote. Motion was approved.

PUBLIC COMMENT

Ron MacKnight updated the Board of Trustees on the Wright City Fire District. They currently have nine full time employees and 24 volunteers, finished 2015 around \$15,000 under budget and adopted a car seat program where the department will install child car seats for the public. Equipment is showing some signs of aging, the pumper in this area is needing to be replaced but the Department is moving along. The volunteerism is dwindling unfortunately and this is a national issue, not just local, and they are looking into programs to boost volunteerism. There is a vacancy on the Board of Directors which will be a write-in position in April. Ron MacKnight will forward information about the Firewise Program for the Village to put in the newsletter and on the website. The program has tips on how to protect your home from wildfires and other helpful information as well.

COMMUNICATIONS, PETITIONS, PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Dowdle would like to add David Buck, Superintendent of Wright City Schools to next month's agenda to give recognition to Mary Ann Barton.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

- a. UM Council (2 Year Term) - Linda Buschman is currently appointed to the UM Council and her term is expiring in February 2016. She still wishes to continue her roll on the UM Council if re-appointed. Motioned by Trustee Dunn, seconded by Trustee Dowdle to re-appoint Linda Buschman to the UM Council for another two year term. All Trustees present voted "Aye". Motion passed with a 3-0 vote. Motion was approved.
- b. Board of Adjustment Vacancy (5 Year Term) - The trustee's will speak to others. Postponed until next meeting.

DEPARTMENT REPORTS

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustee's in attendance. Motioned by Trustee Dowdle, seconded by Trustee Dunn to approve financial report and pay all bills of the month. All Trustees present voted "Aye". Motion passed with a 3-0 vote. Motion was approved.
- b. Administrator's Report - Village Hall will be closed on March 7-9, 2016 so Carla Heggemann can attend the MoCCFOA Spring Institute in Columbia, MO. The next Boonslick Regional Planning Commission General Meeting will be held on March 28, 2016 at noon. Senator Blunt will hold a mobile office on March 21st at Village Hall from 10-11am. The public is invited to speak to a representative from Senator Blunt's office.
 - i. March Meeting Date Change - The Board of Trustee's suggested changing the March 2016 meeting date to accommodate Carla Heggemann's attendance at the MoCCFOA Spring Institute. The meeting date has been changed to Tuesday, March 1, 2016 at 7:30pm.
- c. Planning and Zoning Commission - Meeting was canceled on February 3, 2016.
 - i. Temporary Contracted Inspections - Bob Soderholm stated that he met with Sandy May which is the sanitarian for St. Charles County and she has been very helpful in understanding what we need to include in the adoption of state requirements. Bob also met with Matt Flake which is the sanitarian for Warren County and had the chance to ask him if Warren County would consider reviewing applications, issuing permits and performing the inspections like they do for the rest of the county. Bob stated that the Village of Innsbrook could work something out on a contract basis, just like St. Charles County does for their smaller municipalities. Bob has been working diligently on getting the paperwork together for adoption. After speaking with Rochelle with the State of Missouri, BrickKicker cannot do the inspections because he is only licensed to do change of occupancy inspections. Matt Flake will try and speak to the Warren County Commissioners at their next meeting to ask for their help.

UNFINISHED BUSINESS:

- a. Dry Hydrants - Ron MacKnight mentioned that Wright City currently has one dry hydrant in the district's boundaries in Innsbrook. One in every lake would be ideal, but realistically there is not access to do so at this time. To have the hydrant certified through ISO to effect residents insurance rates, the hydrant has to be able to be accessed 365 days a year with concrete pad and all.
- b. Internet Speeds - Internet Speeds have not improved. Charlie Boyce has been working with Cindy Bowers in contacting CenturyLink about the issues.
- c. Titling Tax - Chairman Thomsen has gone to a couple seminars and Tim Schmidt has put an article in the Warren County Record pertaining to the approach of the public's understanding of the Titling Tax which will be on the April ballot. It was suggested to put out a mass mailing or pamphlet to the residents of the Village of Innsbrook. To be revisited next meeting.

NEW BUSINESS:

None at this time.

VOTE TO ADJOURN

Motioned by Trustee Dowdle, seconded by Trustee Dunn, to adjourn the regular meeting. By roll call vote, Trustee Dowdle - "Aye", Trustee Dunn - "Aye", Trustee Thomsen - "Aye". Motion passed with a 3-0 vote. Meeting adjourned at 8:23 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, February 9, 2016.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 3-1-16


Trish Dunn, Village Board Clerk

(seal)


Attest: Carla Heggemann,
Village Administrator/Clerk

