



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall

1835 Highway F

Tuesday, September 13, 2016, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES
 - a. Regular Meeting: August 9, 2016
- 6) **PUBLIC HEARING - Rezone 17.57 Acres from "AFM" Agricultural Forest Management District to "PRD" Planned Residential Development District and for the submission of Plat 96 of Innsbrook Estates**
- 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
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
 - i. Appendix A Update - Sewer Issues
- 12) UNFINISHED BUSINESS:
 - a. Quarterly Review of Hold Items
- 13) NEW BUSINESS:
 - a. Neighborhood Improvement Program (NIP) Application
 - b. **BILL NO. 232 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 17.57 ACRES OF LAND FROM AFM-AGRICULTURAL FOREST MANAGEMENT DISTRICT TO PRD-PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI (Ord. No. 230)**
 - c. **BILL NO. 233 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 96 FOR THE DEVELOPMENT OF ELEVEN (11) SINGLE FAMILY RESIDENTIAL SITES (Ord. No. 231)**
 - d. **RESOLUTION NO. 2016-1 - A RESOLUTION OF THE VILLAGE OF INNSBROOK ADOPTING THE WARREN COUNTY ALL-HAZARD MITIGATION PLAN (UPDATED 2016)**
- 14) VOTE TO ADJOURN

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
 - Complaint Properties
 - Animal Shelter
 - Dry Hydrants
 - Internet Speeds
- (Next quarterly report Dec 2016)

MINUTES

The September 13, 2016 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 5:00 PM with Village Board Chairman Jeff Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Trish Dunn, Jerry Rust, Ted Sator, Tom Stevener and 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; Bob Soderholm (L2130); Jean Jarchow (L2133); Chip Wobbe (L2260) and Les and Kim Kauble.

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the September 13, 2016 agenda. Motioned by Trustee Dunn, seconded by Trustee Rust, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

APPROVAL OF MINUTES

Chairman Thomsen asked for comments, corrections or suggestions. Trustee Rust suggested a change under "Board of Trustee Comments". Trustee Rust stated that CenturyTel is in the process of obtaining bids, not Innsbrook Corporation. Chairman Thomsen asked for a motion to approve the August 9, 2016 Minutes. Motioned by Trustee Dunn, seconded by Trustee Rust to approve minutes from the Regular Meeting on August 9, 2016 with suggested changes made. Trustees Dunn, Rust, Sator and Thomsen voted "Aye". Trustee Stevener abstained from voting. Motion passed and approved with a 4-0 vote.

PUBLIC HEARING

Chairman Thomsen opened the Public Hearing for rezone 17.57 acres from "AFM" Agriculture Forest Management District to "PRD" Planned Residential Development District and for the submission of Plat 96 of Innsbrook Estates. With no public comment, Chairman Thomsen closed the Public Hearing.

PUBLIC COMMENT None at this time.

COMMUNICATIONS, PETITIONS, PRESENTATIONS None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Stevener stated during a Transportation Advisory Committee (TAC) Meeting that was held, the committee held off on voting on priorities to be address with MoDOT until their next meeting. It seems like the strength there once was for an overpass at Stracks Church Road has seemed to disappeared. Mayor Bruer of Tuesdale would like to see an interchange at South Spoede Lane. Chairman Thomsen stated that Mayor Bruer had spoke with him about support from us for that interchange and Chairman Thomsen told Mayor Bruer that we could not do that. Trustee Dunn stated that an email was received from Rich McFall, forwarding an email from Dan Burkhardt, regarding the Magnificent Missouri Commerce and Conservation meeting and asked the other Trustees if they could clarify what this is for. Chairman Thomsen stated that he did respond to Dan Burkhardt letting him know that Chairman Thomsen will attend. The meeting will be held on Wednesday, September 28, 2016 in Washington, MO. Trustee Sator stated that the Animal Shelter is taking shape. Fundraising projects are now underway.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

Chairman Thomsen stated that a letter was received from Mayor Bruer of Truesdale. Mayor Bruer asked that the Village of Innsbrook send a letter of support for the South Spoede Lane interchange which would help Truesdale. Chairman Thomsen verbally told Mayor Bruer that the Village would not be able to send support and asked if the Trustees felt the same way. All Trustees present were in agreement with Chairman Thomsen to not support the interchange at South Spoede Lane and granted permission for Chairman Thomsen to write a response letter to Mayor Burer stating so.

DEPARTMENT REPORTS

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Stevener, seconded by Trustee Rust to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.
- b. Administrator's Report - Carla Heggemann presented her Administrator Report to the Board of Trustees. Carla Heggemann asked the Board of Trustee's to approve her participation in monthly webinars offered by the Municipal League of Metro St. Louis for a yearly tuition fee of \$100. Webinars are on the fourth Thursday of the month and last one hour fifteen minutes. Chairman Thomsen recommended to agree to pay the \$100 yearly

tuition fee. Motioned by Trustee Stevener, seconded by Trustee Rust to approve the \$100 payment for Tuition for the webinars through the Municipal League of Metro St. Louis. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

- c. Planning and Zoning Commission - A meeting was held on September 7, 2016 Planning and Zoning Chairman, Bob Soderholm gave the Board of Trustee's an update. Bob Soderholm asked to have a draft Ordinance drawn up for the Appendix A update to submit to Missouri DHSS for approval. Chairman Thomsen stated an Ordinance to be drafted and submitted to Bob Soderholm.

UNFINISHED BUSINESS:

- a. BHS/Zykan Landfill Area - An email was received from Bruce Morrison with EPA stating, not much has happened lately. Leachate samples were collected for the de-listing process. EPA is waiting for the submission of a hazardous waste delisting petition form generators for the leachate. They continue to maintain the cap and fence of the BHS Landfill. Chairman Thomsen questioned if a report can be generated showing the composition of the Leachate and to follow up with Bruce Morrison.
- b. Internet Speeds - Trustee Rust stated that CenturyLink is working all over Warren County creating the network. Chip Wobbe stated CenturyLink is updating as much as possible on the boxes and doing what they can to upgrade the system.

NEW BUSINESS:

- a. NIP Application - An application was submitted this month for the Neighborhood Improvement Program (NIP). The application will be kept on file for possible approval in April 2017.
- b. **BILL NO. 232 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 17.57 ACRES OF LAND FROM AFM-AGRICULTURAL FOREST MANAGEMENT DISTRICT TO PRD-PLANNED RESIDENTIAL DEVELOPMENT DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI (Ord. No. 230)**
Chip Wobbe updated the Board of Trustees on current plan Innsbrook Estates has pertaining to Plat 96 and surrounding properties. Innsbrook Estates would like to annex property and go over their five year plan at the November 2016 meeting. Motioned by Trustee Stevener, seconded by Trustee Rust to have the first and second reading of Bill 232 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 232 twice by title only. No comments were made. Motioned by Trustee Rust, seconded by Trustee Dunn to pass Bill No. 232 to Ordinance No. 230. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5-0 vote, Bill 232 is enacted as Ordinance 230 of the Village of Innsbrook, Missouri.
- c. **BILL NO. 233 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 96 FOR THE DEVELOPMENT OF ELEVEN (11) SINGLE FAMILY RESIDENTIAL SITES (Ord. No. 231)**
Motioned by Trustee Rust, seconded by Trustee Dunn to have the first and second reading of Bill 233 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 233 twice by title only. No comments were made. Motioned by Trustee Rust, seconded by Trustee Dunn to pass Bill No. 233 to Ordinance No. 231. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5-0 vote, Bill 233 is enacted as Ordinance 231 of the Village of Innsbrook, Missouri.
- d. **RESOLUTION NO. 2016-1 - A RESOLUTION OF THE VILLAGE OF INNSBROOK ADOPTING THE WARREN COUNTY ALL-HAZARD MITIGATION PLAN (UPDATED 2016)** Chairman Thomsen read Resolution No. 2016-1 by title only. No comments were made. Motioned by Trustee Dunn, seconded by Trustee Rust to pass Resolution No. 2016-1. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5-0 vote, Resolution No. 2016-1 of the Village of Innsbrook, Missouri is passed and approved.

VOTE TO ADJOURN

Motioned by Trustee Stevener, seconded by Trustee Rust, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 6:11 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, September 13, 2016.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 10-11-16



Jerry Rust,
Village Board Clerk



Attest: Carla Heggemann,
Village Administrator/Clerk

(seal)

