



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall

1835 Highway F

Tuesday, May 10, 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, May 10, 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: April 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
 - a. Nomination and Election of Chairman and Village Board Clerk
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
 - a. Board of Adjustment Vacancy (5 Year Term)
 - b. Planning & Zoning Commission Vacancy (4 Year Term)
- 10) DEPARTMENT REPORTS:
 - a. Financial Report
 - i. Bills of The Month
 - b. Administrator's Report
 - i. Adopt-A-Hwy Events
 - ii. Village Newsletter
 - c. Planning & Zoning Commission
 - i. Reappointment of Bob Soderholm to Planning & Zoning Commission
 - ii. Reappointment of Allen Huddleston to Planning & Zoning Commission
 - iii. Appendix A Update - Sewer Issues
- 11) UNFINISHED BUSINESS:
 - a. Internet Speeds
- 12) NEW BUSINESS:
 - a. 2016-2017 Budget Draft
 - b. Set Public Hearing on June 14, 2016 for 2016-2017 Budget
- 13) VOTE TO ADJOURN

Unfinished Business/ Hold Items

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

(Next quarterly report June 2016)

MINUTES

The May 10, 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 Jerry Rust, Ted Sator, Tom Stevener, Trish Dunn 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; Rich McFall (L2210), Doug & Glenda Rice (L1102), Bud Oldani (L860) and John & Linde Flanders (L971).

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the May 10, 2016 agenda. Motioned by Trustee Rust, seconded by Trustee Stevener, to approve the agenda. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Motion was approved.

APPROVAL OF MINUTES

Chairman Thomsen asked for a motion to approve the April 12, 2016 Minutes. Motioned by Trustee Rust, seconded by Trustee Stevener to approve minutes from the Regular Meeting on April 12, 2016. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Motion was approved.

PUBLIC COMMENT

Doug Rice (L1102) presented the Board of Trustees with a petition for an Ordinance on Rental Properties in the Innsbrook Estates Lake Charrette Plats. Lake Charrette properties are mostly residential and this petition is in response to unresolved issues which began in 2012 when a property was offered as a vacation/short term rental. The Ordinance, if enacted, would prohibit all property within the Lake Charrette plats from being utilized as Vacation Rental property. Chairman Thomsen wants to run this petition and Ordinance by the City Attorney and will advise Doug Rice of the outcome. This issue will be tabled until the City Attorney can look into this further.

COMMUNICATIONS, PETITIONS, PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

- a. Nomination and Election of Chairman and Village Board Clerk - Chairman Thomsen stated that every time an election is held, the Board of Trustees must elect or re-elect a Chairman and Village Board Clerk. Motioned by Trustee Rust, seconded by Trustee Sator to re-appoint Jeff Thomsen as Chairman of the Board of Trustee's for one year. By roll call vote, Trustee Rust "Aye", Trustee Sator "Aye", Trustee Stevener "Aye", Trustee Dunn "Aye", Trustee Thomsen "Aye". Motion passed with a 5-0 vote. Motion was approved. Motioned by Trustee Stevener, seconded by Trustee Sator to appoint Jerry Rust as Village Board Clerk of the Board of Trustee's for one year. By roll call vote, Trustee Rust "Aye", Trustee Sator "Aye", Trustee Stevener "Aye", Trustee Dunn "Aye", Trustee Thomsen "Aye". Motion passed with a 5-0 vote. Motion was approved.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

None at this time.

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 financial report and pay all bills of the month. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Motion was approved.
- b. Administrator's Report -
 - i. Adopt-A-Hwy Events - Step Up TLP has agreed to help with the program once again this year. Rick Schmitt has stated that unfortunately the community volunteer numbers have gone down. The program is in desperate need for volunteers and an article will be put in the Village Newsletter asking for help.
 - ii. Village Newsletter - The Spring Newsletter is currently being worked on and will hopefully be mailed by late May.
- c. Planning and Zoning Commission - Meeting held on April 6, 2016.
 - i. Reappointment of Bob Soderholm and Allen Huddleston to Planning & Zoning Commission - Motioned by Trustee Rust, seconded by Trustee Stevener to appoint Bob Soderholm and Allen Huddleston for a four year term. All Trustees present voted "Aye". Motion passed with a 5-0 vote. Motion was approved.
 - ii. Appendix A Update/Sewer Issues - Bob Soderholm was not present for an update. Continued to next month.

UNFINISHED BUSINESS:

- a. Internet Speeds - Chairman Thomsen stated that he is in the process of organizing a coalition meeting with Boonslick, Truesdale, Wright City School District, City of Wright City, Warren County Commissioners and Charlie Boyce. The meeting will be held at the Innsbrook Conference Center at a date yet to be determined.

NEW BUSINESS:

- a. 2016-2017 Budget Draft - City Administrator, Carla Heggemann submitted a draft Budget to the Board of Trustees for fiscal year 2016-17. There were no corrections proposed at this time. The Trustees are urged to email Carla Heggemann with any changes if they come up between now and the next meeting.
- b. Set Public Hearing on June 14, 2016 for 2016-17 Budget - The Trustee's agreed to hold a Public Hearing beginning at 7:30 on June 14, 2016 prior to the Board of Trustees meeting.

VOTE TO ADJOURN

Motioned by Trustee Rust, seconded by Trustee Stevener, to adjourn the regular meeting. By roll call vote, Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Dunn - "Aye", Trustee Thomsen - "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 8:59 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, May 10, 2016.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 6-14-16


Jerry Rust, Village Board Clerk

(seal)


Attest: Carla Heggemann,
Village Administrator/Clerk

