

VILLAGE OF INNSBROOK
BOARD OF TRUSTEES MEETING AGENDA

Tuesday, February 10, 2015 * 7:00 p.m.

Village Hall * 1835 Highway F

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Approval of Regular Meeting Minutes of January 13, 2015
- 6) Public Comments
- 7) Communications, Petitions, Presentations
- 8) Chairman/Trustee Announcements/Business and Reports
 - A) Trustee Reports/Requests
 - a) Reifsnider Noise Issue
 - B) Planning & Zoning Commission - No February Meeting
 - C) Administrator's Report
 - a) Hwy F Shoulder Project Update
 - b) Village Limits and Zoning Map Updates
 - c) Discussion of "Special Noise Permit" legislation
 - d) Proposition 1 - April Ballot
 - e) Village Administrator Position
 - f) Resident Request for "Street Not Thru" Sign - Hwy. F Drive
 - D) Financial Report
 - a) January 2015 Financial Reports
- 9) Legislation
 - A) Bill No. 212 Ord. allowing an exemption for loud or unusual noise disturbance in the Village of Innsbrook. (Ord. No. 210)
- 10) Final Public Comments
- 11) Adjournment

Unfinished Business/ Hold

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

(Next quarterly report March, 2015)

Chris McCormick, Village Administrator

**THE NEXT MEETING OF THE VILLAGE OF INNSBROOK BOARD OF TRUSTEES
WILL BE TUESDAY, MARCH 10, 2015 at 7:00 p.m.**

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1) Call to Order

Chairman Jeff Thomsen called the Board of Trustees meeting of the Village of Innsbrook to order at 7:00 p.m. on Tuesday, February 10, 2015.

2) Pledge of Allegiance

Chairman Thomsen led the Pledge of Allegiance.

3) Roll Call

On roll call the following were present: Trustees Rust, Dowdle, Stevener, Dunn and Thomsen. Chairman Thomsen announced that a quorum was present for the transaction of business. Also present was Jean Jarchow and Village Administrator Chris McCormick.

4) Approval of Agenda

Trustee Dowdle made a motion to approve the February 10, 2015 agenda, seconded by Trustee Rust. On the motion to approve the agenda a unanimous vote of approval was heard. Motion carried 5 to 0.

5) Approval of Minutes

Trustee Dowdle made a motion to approve the January 13, 2015 minutes, seconded by Trustee Rust. On roll call the Trustees voted: Trustees Rust, Dowdle, Dunn and Thomsen. – Ayes. Nays – none. Trustee Stevener abstained since he was not in attendance at the January Trustee meeting. Motion carried 4 to 0 with one abstention.

6) Public Comments - None.

7) Communications, Petitions, Presentations - A thank you note was received from the Tribute to Veterans Memorial Committee for the contributions from the Village of Innsbrook. Chris McCormick noted that an additional donation was received from a resident after the last Trustee meeting which was added to contribution making a grand total donation from the Village of Innsbrook and residents at \$225.00.

An email was received from Stephen Podry regarding an issue of stolen firewood. He was aware that this was not a Village issue but wanted the Board to be aware of the situation.

8) Chairman/Trustee Announcements/Business and Reports

A) Trustee Reports/Requests

- a) **Reifsnider Noise Issue** - Trustee Rust advised the Board that the August Busch Shooting Range in Dardenne Prairie was closed on January 1, 2015 for 2 1/2 years for a \$10.5 million renovation which may be causing the increased gunfire noise at Reifsnider over the last month.

Chairman Thomsen noted that the Village is awaiting a response from the Department of Conservation about having a meeting on the topics of noise and the 10 year plan.

B) Planning and Zoning Commission - No February Meeting.

C) Administrator's Report

- a) **Hwy. F Shoulder Project Update** - Chris McCormick reported that there are a number of close out documents that the Board needs to authorize the Chairman to sign along with the final check to NB West.

Trustee Dowdle wanted assurance that MODOT would accept the Hwy F Shoulder Project and future maintenance of the Hwy. F shoulders. Chris McCormick stated that

Bob Manzke said that MODOT cannot close out the project until the final invoice is paid and final close out documents are received from the Village. Chairman Thomsen requested that additional language be added to the letter from the Village to read: "Per Project Engineer Erdmann the project has been constructed substantially in conformity with the plans and specifications for the project. He has certified that all required clearances were obtained prior to construction and he has determined that the contractor achieved a DBE participation level of 14.8% which exceeds the established DBE goal for this project of 10%." An additional sentence would be added to the last paragraph to read: "Please send us written confirmation that MODOT accepts this project for shoulder work on Hwy. F and assumes control of all future maintenance." The Board was agreeable to the additions to the letter and requested that the Village Attorney review same.

Since the engineer has stated that all of the work has been completed by the contractor and once the Village Attorney approves the letter to be sent to MODOT, the Board will meet for a special meeting, if a quorum can be reached, or at the next regularly scheduled meeting to authorize the Chairman to sign the MODOT letter and the final check for the contractor.

Trustee Rust stated that he has not been satisfied with the project and will not be voting in favor of final payment of the Hwy. F Shoulder Project.

- b) **Village Limits and Zoning Map Updates:** Chris McCormick showed the Board a draft of the "village limits" map showing all of the parcels and zoning information that was provided to Krishna, who will be working on the final draft.
- c) **Discussion of "Special Noise Permit" legislation:** As a follow up to earlier discussion of a "special noise permit" the Village Attorney has drafted a Bill and permit application. The applicant will fill out an application for events that may be excessively noisy and the Board will consider the request for variance. It was suggested that the applicant be allowed to list several events rather than each event separately for planning purposes. This practice will be evaluated after the first year especially if there are complaints about the noise levels.

With agreement by the Board, Chairman Thomsen made some amendments to the language of Bill No. 212:

Change title of Bill to read: An Ordinance allowing an Exemption for Event Noise in the Village of Innsbrook;

2nd Whereas, The Board of Trustees of the Village of Innsbrook desires to review and consider said special events to assure that the general welfare of its citizens is served;

Section 1: The Board of Trustees of the Village of Innsbrook hereby adopts an exemption for event noises that occur with the Village of Innsbrook for community events;

Section 2: The "Request for Exemption for Event Noise", attached hereto and made a part hereof, shall be submitted to the Board of Trustees of the Village of Innsbrook for review

and consideration at their next regularly scheduled Board of Trustees meeting. The Board of Trustees shall approve, disapprove or place conditions on said request so that the general welfare of the citizens of the Village of Innsbrook is served.

The proposed changes will be forwarded to the Village Attorney for review and will be placed on the March agenda.

- d) **Proposition 1 - April Ballot:** Chris Graville approved the items to appear on the Village website for candidates for the April ballot and Proposition 1 listing excerpts from portions of the ordinance for informational purposes. A sample ballot will be published in the Warren County Record by the County Clerk. There was discussion of contacting Tracy Sator to see if she would send out an email blast with wording provided by the Village. In deciding on additional means to provide information on the ballot issues the Board requested that this item be postponed until the March agenda.
- e) **Village Administrator Position:** Chris McCormick stated that the Administrator/City Clerk position has been advertised in the Record. The Board will review the applications at their March meeting and decide on the interview process.
- f) **Resident Request for "Street Not Thru" Sign - Hwy. F Drive:** Mr. Mitchell, who lives on Hwy. F Drive, indicated that when people travel down Hwy. F Drive and discover that it is not a thru street, they back up and use his driveway to turn around, which is leaving ruts in his yard. Mr. Mitchell has suggested moving the Elysium road sign, placing rock at the intersection of Elysium and Hwy. F Drive or placing a "street not thru" sign at Hwy. F and Hwy. F Drive. Chairman Thomsen requested that Chris McCormick advise Mr. Mitchell that the Board is agreeable to a "street not thru" sign at the intersection of Hwy. F and Hwy. F Drive. This item will be continued at the March Trustee meeting.

Miscellaneous -

MO Rides Letter - Deana Dothage, Boonslick Mobility Manager, requested that the Board of Trustees submit a letter to Mr. Bryan Heckman at MODOT in support of a grant request to maintain the position of Mobility Manager. Chairman Thomsen said that the letter will support having transportation opportunities for all of Warren County and surrounding counties. Trustee Dunn stated that she has concerns because the OATS bus does not service the Innsbrook area. Trustees requested that Deana Dothage come to the April Trustee meeting to discuss transportation issues in the Innsbrook area.

Trustee Dunn made a motion authorizing the Chairman to sign the letter of support for a mobility manager on behalf of the Board of Trustees, seconded by Trustee Rust. A unanimous vote of approval was heard. Motion carried.

Village Hall - Chris McCormick advised the Board that the Innsbrook Resort Housekeeping staff will be relocated to another facility. Charlie Boyce has indicated that this will not affect the Village of Innsbrook using the 1835 Hwy. F building.

D) Financial Report - The Board was provided with the January financial reports with no comment.

9) **Legislation-** Bill No. 212, allowing for an exemption for event noise, will be discussed at the March Trustee meeting so the Village Attorney can review the amendments to the language in the bill.

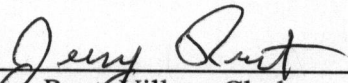
10) **Final Public Comments** - None.

11) **Adjourn** – Trustee Rust moved to adjourn the meeting, seconded by Trustee Dowdle. A unanimous voice vote of those present was heard. Motion carried.

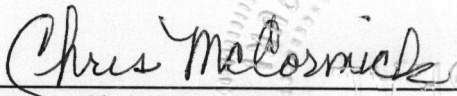
The meeting adjourned at 8:10 p.m.

Chris McCormick, Village Administrator

Minutes Approved: 3-10-2015



Jerry Rust, Village Clerk



Attest: Chris McCormick,
Village Administrator /Clerk

