



# VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall  
1835 Highway F  
Tuesday, January 10, 2017, 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: December 13, 2016
- 6) PUBLIC COMMENTS  
(Citizens who have concerns or remarks on Village matters may speak at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS
- 10) DEPARTMENT REPORTS:
  - a. Financial Report
    - i. Bills of The Month
  - b. Administrator's Report
    - i. Building Permit Report
    - ii. Village Limits and Zoning Map Updates
  - c. Planning & Zoning Commission
- 11) UNFINISHED BUSINESS:
  - a. **BILL NO. 239 - AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ZONING CODE OF THE VILLAGE OF INNSBROOK, MISSOURI (Ord. No. 237)**
- 12) NEW BUSINESS:
- 13) VOTE TO ADJOURN

### **Unfinished Business/ Hold Items**

- BHS/Zykan Landfill Area
- Complaint Properties
- Animal Shelter
- Dry Hydrants
- Internet Speeds  
(Next quarterly report Mar 2017)

## MINUTES

The January 10, 2017 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; Jim & Cindy Bowers (L2461) and Adam Rollins, Warren County Record.

### APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the January 10, 2017 agenda. Motioned by Trustee Rust, seconded by Trustee Stevener, 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 Stevener suggested a correction be made. Under "Trustee Comments" Innsbrook Corporation should be added to the Coalition of Communities. Chairman Thomsen asked for a motion to approve the December 13, 2016 Minutes with corrections made. Motioned by Trustee Rust, seconded by Trustee Stevener to approve minutes from the Regular Meeting on December 13, 2016 with corrections made. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.



PUBLIC COMMENTS - None at this time.

COMMUNICATIONS, PETITIONS, PRESENTATIONS - None at this time.

**BOARD OF TRUSTEES COMMENTS**

Trustee Rust would like "Click on Warren County" to be removed from A.5 of the Appendix A update. The Board would like to move "Definitions" up to A.2. After some discussion, Carla Heggemann is to make corrections and email to Chairman Thomsen for review. Chairman Thomsen will contact Bob Soderholm, Chairman of Planning and Zoning to review the changes with him as well.

Trustee Stevener would like to move the February Meeting to Monday, February 13, 2017 at 5:00pm so it does not interfere with Valentine's Day. The Board of Trustees agreed to the change.

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 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. Candidate Filing opened at 8am December 13, 2016 and closes on January 17, 2017 at 5pm. Three Trustee seats are to be filled. The six month financial statement will be published in the Warren County Record on January 19, 2017. The Fourth Quarter Building Permit Report was reviewed. Carla Heggemann suggested getting an update of the Village Limits and Zoning Maps. Boonslick created the previous maps in 2015. Carla to contact Krishna at Boonslick for a cost estimate.
- c. Planning and Zoning Commission - A meeting was not held on January 4, 2017.

**UNFINISHED BUSINESS:**

- a. Animal Shelter - Trustee Sator stated that the group is looking for a piece of property to build an animal shelter.
- b. **BILL NO. 239 - AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ZONING CODE OF THE VILLAGE OF INNSBROOK, MISSOURI (Ord. No. 237)** Chairman Thomsen asked for a motion to postpone approval until next month after changes are made. Motioned by Trustee Stevener, seconded by Trustee Rust. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

NEW BUSINESS: - None at this time.

**VOTE TO ADJOURN**

Motioned by Trustee Sator, 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 5:34 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, January 10, 2017.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 2-13-17

  
Jerry Rust,  
Village Board Clerk

(seal)

  
Attest: Carla Heggemann,  
Village Administrator/Clerk