



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F

Monday, February 13, 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: January 10, 2017
- 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. 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:
 - a. March Meeting Change
 - b. Advertise for Bids For Mowing Expenses
 - c. Innovative Housing Conference
 - d. I-70 Tolling
- 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 February 13, 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 & Bob Soderholm (L2130)

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the February 13, 2017 agenda. Motioned by Trustee Stevener, 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. Chairman Thomsen asked for a motion to approve the January 10, 2017, 2016 meeting minutes. Motioned by Trustee Dunn, seconded by Trustee Rust to approve minutes from the Regular Meeting on January 10, 2017. 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 Sator would like to begin holding owners of rentals by owners accountable to pay sales tax. An updated list of rental by owners could be obtained from Innsbrook Corporation. We need to compare that list to a list the Department of Revenue has to make sure everyone is paying their fair share. The Village can make the Department of Revenue aware of these rentals. Trustee Dunn will head a committee to investigate the lists of rentals and to report to the Department of Revenue if need be.

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. Chairman Thomsen would like to move a portion of the General Fund Money into a Money Market account. Motioned by Trustee Dunn, seconded by Trustee Rust to authorize Carla Heggemann to open a Money Market account with \$200,000 from the General Fund. By roll call vote, Trustee Dunn, Trustee Rust, Trustee Sator, Trustee Stevener and Trustee Thomsen all voted "Aye". Motion passed and approved with a 5-0 vote. Motioned by Trustee Rust, seconded by Trustee Stevener 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. The MoCCFOA Spring Institute will be held in Columbia, MO March 13-16, 2017, Carla Heggemann would like the Trustees approval for her to attend again this year. Motioned by Trustee Stevener, seconded by Trustee Rust for Carla Heggemann to attend the MoCCFOA Spring Conference per Chairman Thomsen's recommendation. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Carla Heggemann contacted Boonslick about updating the Village Limit and Zoning Maps, they will do this free of charge.
- c. Planning and Zoning Commission - A meeting was not held on February 1, 2017.

UNFINISHED BUSINESS:

- a. **BILL NO. 239 - AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ZONING CODE OF THE VILLAGE OF INNSBROOK, MISSOURI (Ord. No. 237)** After review and discussion, motioned by Trustee Rust, seconded by Trustee Dunn to have Chairman Thomsen conduct the first and second reading of Bill 239 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 239 twice by title only. No comments were made. Per recommendation from Planning and Zoning Commission, Motioned by Trustee Stevener, seconded by Trustee Rust to pass Bill No. 239 to Ordinance No. 237. 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 239 is enacted as Ordinance 237 of the Village of Innsbrook, Missouri.

NEW BUSINESS:

- a. March Meeting Change - Due to the March Trustee meeting date falling during the MoCCFOA Spring Institute, Chairman Thomsen suggested moving the meeting date to Tuesday, March 7, 2017 at 5pm. Motioned by Trustee Sator, seconded by Trustee Rust to change the March Trustee meeting date to Tuesday, March 7, 2017 per Chairman Thomsen's recommendation. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.
- b. Advertise for Bids for Mowing Expense - To keep up with transparency, Chairman Thomsen suggested advertising for bid for Landscape Management Services. This would be for the mowing, trimming and maintenance of the bed surrounding the "Welcome" sign located at Hwy F and Hwy M. Motioned by Trustee Stevener, seconded by Trustee Rust to advertise for bids for Landscape Management Services. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

- c. Innovative Housing Conference - This conference is being held to discuss Tiny House living. The conference is February 16, 2017 at 2 pm located at the Warren County NECAC office, for any Trustee who would like to attend.
- d. I-70 Tolling - Melody Rugh, the City Clerk of Warrenton, contacted the Missouri Clerks along Hwy 70 from Foristell to Blue Springs. Melody said she did not get one response, but suggested contacting the Greater Warren County EDC (GWCEDC) who is putting on the tolling meetings if we wanted to see what we could do as a Municipality. A discussion was held as to how to show the Village's support or opposition of the issue.

VOTE TO ADJOURN

Motioned by Trustee Rust, seconded by Trustee Dunn, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 5:58 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Monday, February 13, 2017.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 3-7-17



Jerry Rust,
Village Board Clerk



Attest: Carla Heggemann,
Village Administrator/Clerk

(seal)