



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
MEETING MINUTES
Tuesday, May 09, 2023, 5:00 PM (CST)**

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
 - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) APPROVAL OF CONSENT AGENDA
- 5) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 6) *APPROVAL OF MINUTES:
 - a. *Special Meeting: April 11, 2023
 - b. *Regular Meeting: April 11, 2023
- 7) CHAIRMAN'S REPORT/APPOINTMENTS
- 8) DEPARTMENT/COMMITTEE REPORTS:
 - a. *Financial Reports - April 2023
 - i. *Bills of The Month
 - b. Administrator's Report
 - c. University of Missouri Extension Council
 - d. Planning & Zoning Commission
- 9) UNFINISHED BUSINESS:
 - a. Village Administration Building
 - i. Loan Proposal/Application [USDA Rural Development]
 - ii. Preliminary Architectural Report (PAR) Revision [Cochran]
 - iii. Village Contribution
- 10) NEW BUSINESS:
 - a. Trustee Vacancies
 - b. Set Public Hearing for 2023-2024 Fiscal Year Budget on June 13, 2023
 - c. 2023-2024 Fiscal Year Budget - DRAFT
 - d. Planning Services
- 11) BOARD OF TRUSTEE ANNOUNCEMENTS
- 12) OPEN FORUM
- 13) ADJOURNMENT

Unfinished Business/Hold Items

- BHS/Zykan Landfill Area
- Dry Hydrants
- Village Cemetery
- Broadband Infrastructure
- ARPA Fund Request
(Next quarterly report June 2023)

MINUTES

The Tuesday, May 09, 2023 regular meeting of the Village of Innsbrook Board of Trustees was held at Village Hall, 1835 Highway F, Innsbrook, Missouri, in person as well as Zoom Video Conference, and called to order at 5:00 PM (CST) with Chairman Reuter presiding. Chairman Reuter led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Dan Reuter, and Donna West were present in person. Chairman Reuter announced a quorum was present. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, Allen Huddleston [2 Oakwood], Virgal Woolfolk [903 Silverfox], John Simon [1179 Turnberry], Mike Lyles [877 Redfox], Jay Lutz [1092 Eagle Bend], and Todd Streiler - Streiler Planning. All other visitors attended this meeting via videoconference. Those attendees included, but were not limited to Nathan Bruns - Graville Law Firm, Parker, Mike, Pat and Cheri Joyce.

APPROVAL OF CONSENT AGENDA*

Motioned by Trustee Cook, seconded by Trustee West, to approve the consent agenda, without the exception of Items. Motion passed and approved with a 3 "Yea", 0 "Nay", 0 Abstain vote.

PUBLIC COMMENTS

None at this time.

APPROVAL OF MINUTES

*Approved the April 11, 2023 Board of Trustees regular meeting and special meeting minutes.

CHAIRMAN'S REPORT/APPOINTMENTS

Chairman Reuter stated that he has served two years as a Trustee, and will try to follow Jeff Thomsen's lead as Chairman.

DEPARTMENT REPORTS

- a. *Approved the April 2023 financial report and bills of the month.
- b. Administrator's Report - Village Administrator/Clerk, presented the Administrator's report to the Trustees.
 - Village Hall will be closed on May 29, 2023 in observation of Memorial Day.
 - The Village will have to perform an audit for the fiscal year ending June 2023. Request for Proposals will be advertised with proposals due June 2, 2023.
- c. University of Missouri Extension Council Update - Virgal Woolfolk reported that there was a meeting last month in Columbia, MO. Surveys are coming for the needs of Warren County. A benefit gathering will be held in our area and more veteran services are coming as well. Trustee West stated that the internet survey located on the Boonslick website will be closing tomorrow.
- d. Planning and Zoning Commission - The Commission held a meeting on May 3, 2023. Allen Huddleston reported that a work session was held prior to the Commissions last meeting to work on the update of Chapter 5 "Non-Residential Districts" of the Village Zoning Regulations. Hopeful this can be completed sometime this summer. A work session is scheduled to continue update and discuss the Dollar General Site Plan. A letter was recently distributed by Innsbrook Corporation and Allen Huddleston felt a misrepresentation of the Commission from this newsletter. There has not been any further movement on the Animal Shelter, still waiting on Missouri DNR.

UNFINISHED BUSINESS:

- a. Village Administration Building
 - i. Loan Proposal/Application [USDA Rural Development] - Nothing new to report.
 - ii. Preliminary Architectural Report (PAR) Revision [Cochran] - Nothing new to report.
 - iii. Village Contribution - The USDA Rural Development requests that the Village put a monetary contribution towards the loan of the new Village Hall. This has to be stated in the meeting minutes. Motioned by Trustee West, seconded by Trustee Cook, for the Village of Innsbrook to contribute up to \$300,000 to the Village of Innsbrook Community Development Corporation to utilize for the construction of the new Village Hall. By roll call vote, Trustee Cook - "Yea", Trustee Reuter - "Yea", Trustee West - "Yea". With a 3 "Yea", 0 "Nay", 0 Abstain vote, motion passed and approved.

NEW BUSINESS:

- a. Trustee Vacancies - Four candidates have submitted Volunteer profiles to the Village for the Trustee Vacancies. Each of the candidates spoke to the Trustees about their qualifications. The Trustees would like to hold a special meeting prior to the June meeting to make their selection. This meeting will be arranged by the Village Administrator, and posted at a minimum of 24 hours prior notice.
- b. Set Public Hearing for 2023-2024 Fiscal Year Budget on June 13, 2023 - Motioned by Trustee Cook, seconded by Trustee West, to set the public hearing for the 2023-2024 fiscal year budget for June 13, 2023 at 5:00pm. Motion passed and approved with a 3 "Yea", 0 "Nay", 0 Abstain vote.
- c. 2023-2024 Fiscal Year Budget DRAFT - The Trustees would like to hold a budget meeting during the special meeting.
- d. Planning Services - Todd Streiler spoke to the Trustees about his qualifications and a Planning Advisory Contract. The update of the Village Comprehensive Plan can be spread out over the next two fiscal years and Streiler Planning can provide services as needed. They can assist with code and procedures updates, as well as reviewing applications that are submitted to the Village. A proposal can be drawn up for the Trustees to look over prior to their budget meeting.

BOARD OF TRUSTEES COMMENTS

Trustee West stated that a lot of broadband grants were awarded in 2022. There is something new for local governments that Trustee West spoke to Terresa with Boonslick Regional Planning Commission about. There is also a meeting in Troy at the Health Center on April 22, 2023 about local internet service that Trustee West plans to attend. John Simon and Virgal Woolfolk will assist Trustee West with the internet issues.

OPEN FORUM

None at this time.

VOTE TO ADJOURN

Motioned by Trustee West, seconded by Trustee Cook, to adjourn the regular meeting. Motion passed and approved with a 3 "Yea", 0 "Nay", 0 Abstain vote. Meeting adjourned at 6:42 PM.

*Approved on Consent Agenda

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, May 09, 2023.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 06/13/2023

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

