

VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Wednesday, February 10, 2021, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES:
 - a. Regular Meeting: January 12, 2021
- 6) PUBLIC COMMENT (Comments emailed to Village Administrator will be read at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
 - a. MoCCFOA Public Relations Committee Presentation
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Reports - January 2021
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
 - i. Replat Application - Innsbrook Estates Plat 7-857
 - ii. Replat Application - Innsbrook Estates Plat 36-1309
 - iii. Bridge/Road Safety
- 11) UNFINISHED BUSINESS:
 - a. Metal Posts at Hwy F & Hwy M
 - b. Dry Hydrants/Occupancy with Ron MacKnight, Fire Chief, Wright City Fire Protection District
 - c. Innsbrook Corporation Proposed Short Term Rental Regulations
- 12) NEW BUSINESS:
 - a. **BILL NO. 290 - AN ORDINANCE APPROVING INNSBROOK ESTATES REPLAT OF PLAT 7-857 FOR THE DEVELOPMENT OF ONE (1) SINGLE FAMILY RESIDENTIAL SITE.**
 - b. **BILL NO. 291 - AN ORDINANCE APPROVING INNSBROOK ESTATES REPLAT OF PLAT 36-1309 FOR THE DEVELOPMENT OF ONE (1) SINGLE FAMILY RESIDENTIAL SITE.**
 - c. **BILL NO. 292 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI, AMENDING ORDINANCE NO. 210 WHICH ALLOWS FOR AN EXEMPTION FOR SPECIAL COMMUNITY EVENT NOISE.**
- 13) EXECUTIVE SESSION - LEGAL COUNSEL & REAL ESTATE [Pursuant to Section 610.021(1),(2), RSMo.]
- 14) ADDITIONAL UNFINISHED BUSINESS:
 - a. **BILL NO. 284 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI ESTABLISHING A PROCEDURE TO REGULATE SHORT TERM RENTALS WITHIN THE VILLAGE OF INNSBROOK.**
- 15) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
- Animal Shelter
- Dry Hydrants
- Village Cemetery
- Short Term Rental Properties
(Next quarterly report March 2021)

MINUTES

The February 10, 2021 regular meeting of the Village of Innsbrook Board of Trustees was held via Zoom Video Conference and called to order at 5:03 PM (CST) with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Cynthia Bowers, Trish Dunn, Ted Sator, Jeff Thomsen and Donna West were present. Due to the COVID-19 Pandemic, all Trustees and visitors attended this meeting via videoconference. After roll call, Chairman Thomsen announced that a quorum was present for the transaction of business. Also in attendance were Village Administrator/Clerk, Carla Ayala; Village Attorney, Chris Graville;

Nancy Sulin, City of Wentzville; Justin Klocke, City of Manchester; and over thirty-six others throughout the meeting.

APPROVAL OF AGENDA

Chairman Thomsen proposed a revision to the agenda by moving "11) Unfinished Business:, d. Bill No. 284" to the end of the agenda, placing it after "13) Executive Session". Motioned by Trustee Sator, seconded by Trustee Dunn, to approve the revised agenda as proposed. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

APPROVAL OF MINUTES

Motioned by Trustee Dunn, seconded by Trustee West to approve the January 12, 2021 regular session meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 5-0 vote.

PUBLIC COMMENTS

None at this time.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

- a. MoCCFOA Public Relations Committee Presentation - Nancy Sulin and Justin Klocke with the Missouri City Clerks and Finance Officers Association (MoCCFOA) Eastern Division Public Relations Committee presented the Village Administrator/Clerk, Carla Ayala, a Certificate of Recognition for obtaining the Missouri Registered City Clerk - Sustaining (MRCC-S) certification from the MoCCFOA. Carla Ayala will be presented with her Certification Certificate in March during the MoCCFOA Spring Institute.

BOARD OF TRUSTEES COMMENTS

Trustee Bowers thanked all of the Trustees for their support, and appreciated the opportunity to serve as a Trustee of the Village of Innsbrook over the past two years.

Trustee West would like to open dialog for future conversation for upcoming Innsbrook Concert Series. With this being a weekly Saturday night occurrence throughout the summer, there is some frustration in the Community. Trustee West would like to suggest moving up the start time of the concerts so they end at 8:30 or 9:00 pm and for Innsbrook Corporation to sign off agreeing that they will have a sound engineer at each concert. This could provide more revenue for concessions and end the concert earlier for persons to travel back to St. Louis or those who reside here can go to bed before 10:00 pm without the noise. Chairman Thomsen will pass these suggestions onto Charlie Boyce for consideration.

Trustee Dunn would like to know where we stand on the use of the name Village of Innsbrook on the fireworks field that is used for the fireworks event. Chairman Thomsen stated that Chris Graville is currently working on something. Chris Graville noted that the Ordinance that he drafted is on the Agenda for consideration tonight.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

None at this time.

DEPARTMENT REPORTS

- a. Financial Report - The January 2021 financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Sator, seconded by Trustee West 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 - Village Administrator, Carla Ayala, presented her report to the Trustees. Village Hall will be closed on February 15 in observation of President's Day. All Trustees are encouraged to attend the MML Elected Officials Training on June 10-11, 2021 in Columbia, a virtual option is also offered this year.
- c. Planning and Zoning Commission - The Commission held their last meeting on February 03, 2021. One vacancy still open to fill. Mike Wally was sworn in as Commissioner.

- i. Replat Application - Innsbrook Estates Plat 7-857 - Keith Thompson stated that this is an individual chalet property located close to the marina and condos, off Aspen Marina Drive, this area would have on-site septic system and Innsbrook water.
- ii. Replat Application - Innsbrook Estates Plat 36-1309 - Keith Thompson stated that this property is a single chalet property with no access to Lake Innisfree, on other side of the dam, do not know why it was not platted with the other lots. This lot would be serviced with the Innsbrook Sewer system and Innsbrook water.
- iii. Bridge/Road Safety - Chairman Thomsen asked Planning and Zoning Commissioner Mike Wally to speak on this matter. Mike Wally stated that it was brought to his attention from a property owner who's niece was involved in a serious golf cart accident on Harmony Bridge. The property owner expressed concern that she was not getting response from Innsbrook Corporation on what preventative actions have been taken at the bridge. After checking with MoDOT the bridge belongs to Innsbrook Estates. Commissioner Wally would like to know if we as a Village could request that some pedestrian safety barriers be placed on the bridge. There are also some other pedestrian safety issues that were discussed, there is a dangerous curve on Aspen Lake Drive around the 13th tee and on Alpine Lake Drive at Sunset Ridge Drive. Could the Village suggest installing speed bumps at those locations to slow down traffic during busy times? Keith Thompson suggested that we have a conversation with Jeff Yegge about the issues. Chairman Thomsen asked that Commissioner Wally start by speaking to Jeff Yegge.

UNFINISHED BUSINESS:

- a. Metal Posts at Hwy F & Hwy M - After a citizen complaint, Chairman Thomsen contacted Charlie Boyce about the issue. Keith Thomsen stated that the posts have been removed from the field at this time.
- b. Dry Hydrants/Occupancy with Ron MacKnight, Fire Chief, Wright City Fire Protection District - Chairman Thomsen stated that the Village received a report from Ron MacKnight and asked that the Trustees look over that information. Possibly at a future meeting we can meet with both Wright City and Warrenton Fire Districts about Dry Hydrants. Keith Thomsen had a conversation with the Fire Marshall and after mapping project, they would sit down with possible locations of dry hydrants and the expense of such.

NEW BUSINESS:

- a. **BILL NO. 290 - AN ORDINANCE APPROVING INNSBROOK ESTATES REPLAT OF PLAT 7-857 FOR THE DEVELOPMENT OF ONE (1) SINGLE FAMILY RESIDENTIAL SITE.** Motioned by Trustee Bowers, seconded by Trustee Sator to hold the first and second readings of Bill No. 290 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 290 twice by title only. Chairman Thomsen opened the floor for discussion. There being none, motioned by Trustee Sator, seconded by Trustee Dunn, to vote to approve Bill No. 290. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Bill No. 290 is enacted as Ordinance No. 286 of the Village of Innsbrook, Missouri.
- b. **BILL NO. 291 - AN ORDINANCE APPROVING INNSBROOK ESTATES REPLAT OF PLAT 36-1309 FOR THE DEVELOPMENT OF ONE (1) SINGLE FAMILY RESIDENTIAL SITE.** Motioned by Trustee Dunn, seconded by Trustee West to hold the first and second readings of Bill No. 291 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 291 twice by title only. Chairman Thomsen opened the floor for discussion. There being none, motioned by Trustee Dunn, seconded by Trustee Sator, to vote to approve Bill No. 291. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Bill No. 291 is enacted as Ordinance No. 287 of the Village of Innsbrook, Missouri.
- c. **BILL NO. 292 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI, AMENDING ORDINANCE NO. 210 WHICH ALLOWS FOR AN EXEMPTION FOR SPECIAL COMMUNITY EVENT NOISE.** After a discussion with the Village Attorney, motioned by Trustee Sator, seconded by Trustee Dunn, to postpone the reading of Bill No. 292 until the March meeting to allow for a timeframe for submission of exemption application to be included in the Ordinance. By roll call vote, Trustee Bowers -

"Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved.

VOTE TO ADJOURN INTO EXECUTIVE SESSION

Motioned by Trustee Sator, seconded by Trustee West, to adjourn the regular meeting and enter executive session. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Meeting adjourned into executive session at 6:27 PM.

EXECUTIVE SESSION - LEGAL COUNSEL & REAL ESTATE

Pursuant to Section 610.021(1),(2) RSMo, the Board of Trustees of the Village of Innsbrook, Missouri, subject to a motion duly made and adopted, may close the public meeting and hold a closed meeting for the purpose of dealing with matters (1) relating to legal actions, causes of action, litigation and privileged communications between the Village's representatives and its legal counsel; (2) relating to leasing, purchasing or sale of real estate. The Board of Trustees returned into regular session at 7:09 PM.

ADDITIONAL UNFINISHED BUSINESS:

- a. Innsbrook Corporation Proposed Short Term Rental Regulations - After a discussion with the Village Attorney, it was decided to postpone discussion to provide more time for the Village Attorney to work on this matter.
- b. **BILL NO. 284 - AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI ESTABLISHING A PROCEDURE TO REGULATE SHORT TERM RENTALS WITHIN THE VILLAGE OF INNSBROOK.** Motioned by Trustee Sator, seconded by Trustee West, to postpone discussion and possible action on Bill No. 284 until the March 2021 regular Board of Trustees meeting. By roll call vote, Trustee Bowers - "Aye", Trustee Dunn - "Aye", Trustee Sator - "Aye", Trustee Thomsen - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Bill No. 284 postponed to March 2021 meeting for discussion and possible action.

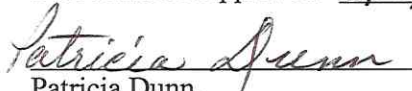
VOTE TO ADJOURN


Motioned by West, seconded by Trustee Dunn, to adjourn the regular meeting. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Meeting adjourned at 7:11 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Wednesday, February 10, 2021.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 3/10/21


Patricia Dunn,
Village Board Clerk
(seal)


Attest: Carla Ayala,
Village Administrator/Clerk

