



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F
Tuesday, May 9, 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: April 11, 2017
- 6) **PUBLIC HEARING** Regarding amendment to the Village of Innsbrook Zoning Regulations generally to include: Appendix A, Section A.4 – Stating that the exceptions of Section 701.031 of the Rules of the Department of Health and Senior Services, shall not apply within the limits of the Village of Innsbrook
- 7) PUBLIC COMMENTS
(Citizens who have concerns or remarks on Village matters may speak at this time.)
- 8) COMMUNICATIONS/PETITIONS/PRESENTATIONS
 - a. Oath of Office to Jerry Rust
- 9) BOARD OF TRUSTEES COMMENTS
- 10) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
 - a. Reappoint Ed Grobbe to 5 year term on the Board of Adjustment Committee
- 11) DEPARTMENT REPORTS:
 - a. Financial Report
 - i. Bills of The Month
 - b. Administrator's Report
 - i. Village Newsletter
 - c. Planning & Zoning Commission
- 12) UNFINISHED BUSINESS:
- 13) NEW BUSINESS:
 - a. **RESOLUTION NO. 2017-2 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, DESIGNATING AND AUTHORIZING CERTAIN VILLAGE OFFICIALS THE AUTHORITY TO SIGN FOR FINANCIAL TRANSACTIONS FOR THE VILLAGE OF INN BROOK**
 - b. Innsbrook Estates Plat 97
 - c. 2017-2018 Budget Draft
 - d. Set Public Hearing on June 13, 2017 for 2017-2018 Budget
- 14) VOTE TO ADJOURN

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
- Animal Shelter
- Dry Hydrants
- Internet Speeds

(Next quarterly report June 2017)

MINUTES

The May 9, 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 and Jeff Thomsen were present. Trustee Tom Stevener was absent. 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; Chip Wobbe, Innsbrook Corp; Jean Jarchow (L2133) and Bob Soderholm (L2130).

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the May 9, 2017 agenda. Motioned by Trustee Dunn, seconded by Trustee Rust, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

APPROVAL OF MINUTES

Chairman Thomsen asked for comments, corrections or suggestions to the minutes. Being none, Chairman Thomsen asked for a motion to approve the April 11, 2017 meeting minutes. Motioned by Trustee Rust, seconded by Trustee Dunn to approve minutes from the Regular Meeting on April 11, 2017. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

PUBLIC HEARING - Bob Soderholm explained what was discussed at the Planning and Zoning meeting regarding the amendment to Appendix A of the Zoning Regulations and recommended not having a Public Hearing on this tonight. But have another Public Hearing next month instead. This would allow for the amendment to Appendix A to be completed and approved by Missouri Department of Health and Senior Services. No comments from the public were made.

PUBLIC COMMENTS

None at this time.

COMMUNICATIONS, PETITIONS, PRESENTATIONS

- a. Carla Heggemann gave the oath of office to Trustee Jerry Rust for the position of Trustee.

BOARD OF TRUSTEES COMMENTS

None at this time.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

- a. Ed Grobbs was appointed to a five year term on the Board of Adjustment Committee. Motioned by Trustee Rust, seconded by Trustee Sator to approve the appointment of Ed Grobbs to the Board of Adjustment Committee. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

DEPARTMENT REPORTS

- b. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Rust, seconded by Trustee Dunn to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.
- c. Administrator's Report - Carla Heggemann presented her Administrator Report to the Board of Trustees. The Spring 2017 Newsletter will be emailed to the Board of Trustees approval and mailed shortly after.
- d. Planning and Zoning Commission - A meeting was held on May 3, 2017. Bob Soderholm stated that the Planning and Zoning Commission has recommended for approval Innsbrook Estates Plat 97. The next meeting will be held on Tuesday, June 6, 2017 at 5:00 pm. This meeting date and time has changed to accommodate the Village Administrator/Clerk's vacation schedule.

UNFINISHED BUSINESS:

NEW BUSINESS:

- a. **RESOLUTION NO. 2017-2 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, DESIGNATING AND AUTHORIZING CERTAIN VILLAGE OFFICIALS THE AUTHORITY TO SIGN FOR FINANCIAL TRANSACTIONS FOR THE VILLAGE OF INNSBROOK.** After review and discussion, motioned by Trustee Rust, seconded by Trustee Sator to have Chairman Thomsen conduct the first and second reading by title only and vote for approval of Resolution No. 2017-2. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote. Chairman Thomsen read Resolution 2017-2 twice by title only. No comments were made following the readings. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - Not Present, Trustee Thomsen - "Aye". With a 4-0 vote, Resolution 2017-2 is enacted as a resolution of the Village of Innsbrook, Missouri.
- b. Innsbrook Estates Plat 97 - The Planning and Zoning Commission recommended approval of Plat 97 at their May 3, 2017 meeting. Chip Wobbe spoke to the Board of Trustees regarding the location and lot size of the parcels included in this Plat. After review and discussion, motioned by Trustee Sator, seconded by Trustee Rust to approve Innsbrook Estates Plat 97. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote. An Ordinance for this Plat will be on the next months agenda.
- c. 2017-2018 Budget Draft - Village Administrator, Carla Heggemann submitted a draft Budget of fiscal year 2017-18 to the Board of Trustees for review. The Board of Trustees held a discussion and made additions to the budget. The budget will be finalized and approved at the June 13, 2017 meeting.

Board of Trustees Meeting Minutes – May 9, 2017

- d. Set Public Hearing on June 13, 2017 for 2017-2018 Fiscal Year Budget - The Trustee's agreed to hold a Public Hearing beginning at 5:00pm on June 13, 2017 during the Board of Trustees meeting. Motioned by Trustee Dunn, seconded by Trustee Rust to hold Public Hearing on June 13, 2017. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

VOTE TO ADJOURN

Motioned by Trustee Rust, seconded by Trustee Sator, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 4-0 vote. Meeting adjourned at 6:05 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, May 9, 2017.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved

June 13, 2017



Patricia Dunn,
Village Board Clerk



Attest: Carla Heggemann,
Village Administrator/Clerk

(seal)