

**VILLAGE OF INNSBROOK**  
**BOARD OF TRUSTEES MEETING MINUTES**  
Innsbrook Village Hall  
1835 Highway F  
Tuesday, March 20, 2018, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES
  - a. Special Meeting: February 9, 2018
  - b. Executive Session: February 9, 2018
  - c. Regular Meeting: February 13, 2018
  - d. Executive Session: February 13, 2018
- 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, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
  - a. Financial Report
    - i. Bills of The Month
  - b. Administrator's Report
  - c. Planning & Zoning Commission
- 11) UNFINISHED BUSINESS:
  - a. Hold Items
  - b. Complaint Property
- 12) NEW BUSINESS:
  - a. Request for Exemption For Special Community Event Noise
    - i. Charrette Creek Commons - Memorial Day Boom (05/26); Fourth of July Fireworks (07/07); New Years Eve Fireworks (12/31)
    - ii. Charrette Creek Commons - Summer Breeze Concert Series (06/02, 06/16, 06/23, 06/30, 07/14, 07/21, 07/28, 08/04, 08/11, 08/18 and 08/25)
  - b. **BILL NO. 251 - AN ORDINANCE AMENDING THE VILLAGE OF INNSBROOK'S PUBLIC NUISANCE ORDINANCE BY THE ADDITION OF SUBSECTIONS RELATING TO THE USE OF PROPERTY AND WASTEWATER TREATMENT SYSTEMS (ORD. NO. 248)**
- 13) ADJOURNMENT

**Unfinished Business/ Hold Items**

- BHS/Zykan Landfill Area
  - Animal Shelter
  - Dry Hydrants
  - Internet Speeds
  - Village Cemetery
- (Next quarterly report June 2018)

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MINUTES

The March 20, 2018 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 5:00 PM with Chairman 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 Ayala; Don Zuhone (4 Oakwood Est.) and Donna West (1 Elysium).

APPROVAL OF AGENDA

Motioned by Trustee Stevener, seconded by Trustee Sator, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

APPROVAL OF MINUTES

Motioned by Trustee Stevener, seconded by Trustee Sator to approve the February 9, 2018, special meeting minutes. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Motioned by Trustee Sator, seconded by Trustee Rust to approve the February 9, 2018, executive session minutes. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Motioned by Trustee Stevener, seconded by Trustee Rust to approve the February 13, 2018, regular meeting minutes. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Motioned by Trustee Stevener, seconded by Trustee Sator to approve the February 13, 2018, executive session minutes. 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 stated it has been brought to his attention that the middle of Highway F is worn down and bare. There is also mud running onto Highway F at a farm field. Village Administrator to contact MoDOT about these issues. Chairman Thomsen stated that the trees around the flagpole have been trimmed.

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 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 Ayala presented her report to the Trustees.
- c. Planning and Zoning Commission - A meeting was not held on March 7, 2018.

UNFINISHED BUSINESS:

- a. Animal Shelter - CCAC will be meeting with Warrenton City Council for approval of property/design/location.
- b. Complaint Property - The Village has received a complaint for 15568 Walkers Way, Innsbrook, MO. The Village Attorney has drafted letters to mail, but needs names to send the letters to. The owner of the property listed with the Warren County Assessor's office is deceased and there is no one else listed for this property. Motioned by Trustee Stevener, seconded by Trustee Sator approving the Village Attorney, Chris Graville, to hire someone to serve letters at a  <sup>capped</sup>  ~~cap~~ expense for service  <sup>of</sup>  ~~at~~ no more than \$100. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

Thomson  
1-10-18  
CA

NEW BUSINESS:

- a. Request for Exemption For Special Community Event Noise - Postponed to next month. Person making the request must be present at Board of Trustees meeting.
- b. **BILL NO. 251 - AN ORDINANCE AMENDING THE VILLAGE OF INNSBROOK'S PUBLIC NUISANCE ORDINANCE BY THE ADDITION OF SUBSECTIONS RELATING TO THE USE OF PROPERTY AND WASTEWATER TREATMENT SYSTEMS (ORD. NO. 248)** Motioned by Trustee Stevener, seconded by Trustee Sator to hold the first reading of Bill No. 251, by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 251 once by title only and then opened the floor for discussion. Trustee Stevener mentioned changes to be made to section A), b), 10) of Bill No. 251. After some discussion, Trustees would like changes to be made before the next meeting.

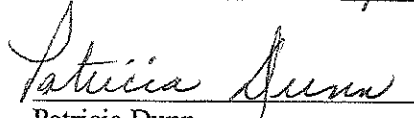
VOTE TO ADJOURN

Motioned by Trustee Rust, seconded by Trustee Stevener, to adjourn the regular meeting. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Meeting adjourned at 6:28 PM.

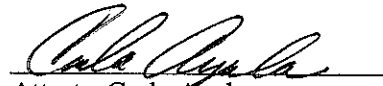
I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, March 20, 2018.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 4/10/2018



Patricia Dunn,  
Village Board Clerk



Attest: Carla Ayala,  
Village Administrator/Clerk

(seal)

