



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, March 29, 2023, 5:00 PM**

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
 - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) ADOPTION OF AGENDA
- 5) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 6) APPROVAL OF MINUTES:
 - a. Regular Meeting: February 14, 2023
- 7) CHAIRMAN'S REPORT/APPOINTMENTS
- 8) DEPARTMENT/COMMITTEE REPORTS:
 - a. Financial Reports - February 2023
 - i. Bills of The Month
 - b. Administrator's Report
 - c. University of Missouri Extension Council
 - d. Planning & Zoning Commission
- 9) UNFINISHED BUSINESS:
 - a. **BILL NO. 329 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.60 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "C-H" COMMERCIAL HIGHWAY BUSINESS DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI.**
 - b. Hold Items [Inside box on the right]
 - c. Village Administration Building
 - i. Loan Application [USDA Rural Development]
 - ii. Preliminary Architectural Report [Cochran]
- 10) NEW BUSINESS
- 11) BOARD OF TRUSTEE ANNOUNCEMENTS
- 12) OPEN FORUM
- 13) ADJOURNMENT

Unfinished Business/Hold Items

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

MINUTES

The Wednesday, March 29, 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 Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Dan Reuter, Ted Sator, Jeff Thomsen and Donna West were present in person. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, Charlie Boyce - Innsbrook Corporation, Allen Huddleston [2 Oakwood], Richard Pisarek [2262 Hwy F], Mr. & Mrs. Les Kauble [26119 Rynelle Dr.], Ronald Watson [23986 Cardinal Lane], Alan Seufert [1670 Hwy F], Matt Malpocker [1897 Hwy F], and Nikki Seigler. All other visitors attended this meeting via videoconference. Those attendees included, but were not limited to, Nathan Bruns - Graville Law Firm, Michael Mindlin and David Suttle - Mindlin Consulting, and approximately 10 others.

ADOPTION OF AGENDA

Trustee Sator would like to see the addition of "Wags and Whiskers ARPA Funds Request" to the Unfinished Business/Hold Items box. Motioned by Trustee Sator, seconded by Trustee Reuter, to adopt the agenda as presented. All Trustees present voted "Yea", motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote.

PUBLIC COMMENTS

Les Kauble spoke on behalf of Josh Kauble who submitted three petitions to the Village. First, the citizens listed on the petition would like to see transparency regarding the sewage treatment plant owned by Innsbrook Corporation. The odor from that facility causes physical, mental and environmental issues to the residents. Before this is reported to the Missouri Department of Natural Resources (DNR), they ask for the issues to be fixed in a polite manner. Charlie Boyce stated that the sewage treatment plant, owned by Innsbrook Corporation, follows the DNR regulations for the operation of that facility. Second, the citizens listed on the petition are in support of the proposed Dollar General market and asked the Board of Trustees to vote in favor of the application. This would serve the residents and neighboring residents of the Village, and keep tax revenue in the Village instead of elsewhere. Third, the citizens listed on the petition have concerns about the lagoon installed on the newly erected Wags and Whiskers Animal Shelter. The citizens ask that the current guidelines and requirements of the Village be followed.

Michael Mindlin and David Suttle spoke about their company Mindlin Consulting and the strategic planning for the Village. They do not believe spot zoning is the best for the Village and would like to see the Village figure out the best way to move forward with their zoning districts.

Nikki Seigler stated that she lives off of Hwy F and smells the odor from the sewer plant at all times of the year. She would like to see this changed, along with the slew with standing water along Hwy F. Asked the Board who needs to be contacted to get these issues corrected. Nikki was told to contact Innsbrook Corporation, as the sewer treatment system is owned and permitted through DNR by Innsbrook Corporation.

APPROVAL OF MINUTES

Motioned by Trustee Reuter, seconded by Trustee Sator to approve the February 14, 2023 regular session meeting minutes. All Trustees present voted "Yea", motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote.

CHAIRMAN'S REPORT/APPOINTMENTS

Chairman Thomsen stated that he had nothing to report.

DEPARTMENT REPORTS

- a. Financial Report - The February 2023 financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Trustee Reuter requested that the cover sheet with fund amounts be removed from the Treasurers Report, as it doesn't match the numbers on the bank statements exactly, and can be confusing. Motioned by Trustee Cook, seconded by Trustee Reuter to approve the financial report and pay all the bills of the month. All Trustees present voted "Yea". Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote.
- b. Administrator's Report - Village Administrator/Clerk, presented the Administrator's report to the Trustees.
 - Election day is Tuesday, April 4, 2023.
 - Village Hall will be closed on April 7, 2023 for Good Friday.
 - Opening of the RFP for Planning Services will be April 11, 2023 at 4:30pm prior to the meeting.
 - This is the last full meeting for Chairman Thomsen, and Carla Ayala thanked him for his 14 years of service to the Innsbrook community.
- c. University of Missouri Extension Council Update - Virgal Woolfolk was not in attendance.
- d. Planning and Zoning Commission - The Commission held a meeting on March 1, 2023. Allen Huddleston stated that the Trustees back the Planning and Zoning Commission on enforcement of the Special Use Permit for Wags and Whiskers. The Village has been contacted by a cell tower constructor and the possibility of a 5G tower being constructed next to the water tower. An application has not been submitted to the Village yet, but possibly will be in the near future.

UNFINISHED BUSINESS:

- a. BILL NO. 329 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.60 ACRES OF LAND FROM "AFM" AGRICULTURAL FOREST MANAGEMENT DISTRICT TO "C-H" COMMERCIAL HIGHWAY BUSINESS DISTRICT AND AUTHORIZING A CHANGE IN THE ZONING MAP FOR THE VILLAGE OF INNSBROOK, MISSOURI. Motioned by Trustee Reuter, seconded by Trustee West to hold the first and second reading of Bill No. 329 by title only. All Trustees present voted "Yea". Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen held the readings of Bill No. 329 by title only. Chairman Thomsen offered discussion on Bill No. 329. There were no more public comments received by the Village. Trustee Reuter stated that he is concerned about the entire community and any decision for or against the

rezone is not because this is for a proposed Dollar General. He has spent many hours looking over the pros and cons, zoning codes, ordinances, state statutes, and case law. The Trustees are to set Ordinances for the Village for the health, safety and welfare of the Village. He believes Commercial retail is a concern for health and safety reasons. Burglaries and crime are a concern due to the remote location of this building. Burdening the Warren County Sheriff's Department with additional area to cover. An orderly development of the Village is most proper at this time. Chairman Thomsen stated that this consideration is for a rezone of this property. The site plan will come next through Planning and Zoning and many of these concerns can be worked out at that time. Trustee West stated as a reminder to the Trustees, this is for a rezone of the property at this time. Allen Huddleston stated that when Wags and Whiskers was rezoned a commercial property, that opened the door for commercial development in the Village. Motioned by Trustee Sator, seconded by Trustee Reuter to vote to enact Bill No. 329 as an Ordinance of the Village. By roll call vote, Trustee Cook - "Yea", Trustee Reuter - "Nay", Trustee Sator - "Nay", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 3 "Yea", 2 "Nay", 0 Abstain vote, Bill No. 329 is enacted as Ordinance No. 325 of the Village of Innsbrook, Missouri.

- b. Hold Items - Trustee West stated that she has been busy but will follow up with Boonslick on the Broadband issue.
- c. Village Administration Building
 - i. Loan Application [USDA Rural Development] - Chairman Thomsen and Carla Ayala met with Jason Hartke with the USDA via phone conference on March 7, 2023. The loan amount came in at approximately \$1.6 Million and the USDA would feel more comfortable with the loan amount around \$1.1-1.2 Million. The Village has contacted Cochran to revise the Preliminary Architecture Report (PAR) to try and get the final number lowered. The Trustees will need to discuss how much money from the General Fund the Village is willing to put towards the project. This will assist in getting that number lowered as well. Once the PAR is scaled back, then the Village will need a CPA complete a Financial Feasibility Report and order an As Built Appraisal.
 - ii. Preliminary Architectural Report [Cochran] - Carla Ayala has contacted Cochran to work on scaling back the PAR.

NEW BUSINESS:

Nothing at this time.

BOARD OF TRUSTEES COMMENTS

The Trustees had nothing to report.

OPEN FORUM

None at this time.

VOTE TO ADJOURN

Motioned by Trustee Cook, seconded by Trustee Sator, to adjourn the regular meeting. All Trustees present voted "Yea". Motion passed and approved with a 5 "Yea", 0 "Nay", 0 Abstain vote. Meeting adjourned at 6:08 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Wednesday, March 29, 2023.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 04/11/2022

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

