



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Tuesday, January 12, 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: December 08, 2020
 - b. Special Meeting: December 22, 2020
- 6) PUBLIC COMMENT (Comments emailed to Village Administrator will be read at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
 - a. Approval of Appointment -Mike Wally to Planning and Zoning Commission [Term expires 04/2024]
- 10) DEPARTMENT REPORTS:
 - a. Financial Reports -December 2020
 - i. Bills of The Month
 - ii. Approval of NIP Grant Reimbursement
 - b. Administrator's Report
 - i. Building Permit Report
 - c. Planning & Zoning Commission
 - i. Resignation of Commissioner Bob Grah [Term expires 04/2023]
- 11) UNFINISHED BUSINESS:
 - a. Update on Hold Items ==>
 - b. Innsbrook Corporation Proposed Short Term Rental Regulations
 - c. BILL NO. 284-AN ORDINANCE OF THE VILLAGE OF INNSBROOK, MISSOURI ESTABLISHING A PROCEDURE TO REGULATE SHORT TERM RENTALS WITHIN THE VILLAGE OF INNSBROOK. (Postponed Indefinitely)
- 12) NEW BUSINESS:
- 13) EXECUTIVE SESSION -REAL ESTATE [Pursuant to Section 610.021(2), RSMo.]
- 14) 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 January 12, 2021 regular meeting of the Innsbrook Board of Trustees was held via 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 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, Michael Lindgren; Warren County Record; Ron MacKnight, Wright City Fire Chief; Shawn Crecelius, Bob Cranston, Mike Wally and over nine others throughout the meeting.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motioned by Trustee Dunn, seconded by Trustee Sator to approve the December 08, 2020 regular session meeting, and the December 22, 2020 special meeting minutes. All Trustees present voted "Aye", motion passed and approved with a 5-0 vote.

PUBLIC COMMENTS

No comments were emailed to the Village Administrator prior to the meeting. Resident Bob Cranston asked about the metal posts in the field in the area of the Hwy F and Hwy M intersection, and would like to see them taken out. Village Administrator was asked to add this to next month's agenda.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Bowers asked about Trustee qualifications and asked how they are enforced.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

Chairman Thomsen asked for a motion to appoint Mike Wally to the Planning and Zoning Commission. Motioned by Trustee Bowers, seconded by Trustee Dunn, to vote to appoint Mike Wally to the Planning and Zoning Commission. 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.

DEPARTMENT REPORTS

- a. Financial Report - The December 2020 financial reports 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.
 - i. The 2020 Neighborhood Improvement Program (NIP) Grant was awarded to the Oakwood Estates Association in June 2020. The proposed work has been completed and approved by the Village Administrator. A paid invoice has been submitted to the Village for reimbursement. Motioned by Trustee Bowers, seconded by Trustee Dunn to approve the NIP Grant reimbursement to Oakwood Estates Association in the amount of \$835.12. 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 January 18 in observation of Martin Luther King, Jr. Day. Three (3) Trustee positions are available for the April 6, 2021 Municipal election. Candidate filing will close on January 19, 2021 at 5:00 pm.
 - i. Building Permit Report - 25 building permits were issued for the fourth quarter of 2020, a total of 72 permits for the 2020 calendar year. This is an increase from 57 total permits issued in 2019. 24 of the 72 permits in 2020 were for new construction.
- c. Planning and Zoning Commission - The Commission held their last meeting on December 02, 2020.

UNFINISHED BUSINESS:

- a. Update on Hold Items:
 - i. Animal Shelter - Trustee Sator reported that preliminary drawings are for a 60X50 pole barn structure, to move forward with the Animal Shelter.
 - ii. Dry Hydrants - Fire Chief Ron MacKnight, Wright City Fire Chief, would like to attend the next meeting to discuss dry hydrants. Also would like to inform the public that the District is updating their maps in the area, lot by lot. Please do not be alarmed if someone with the District is looking around the area. Trustee Bowers asked about occupancy, and would like to hear a report during next month's meeting.
- b. Innsbrook Corporation Proposed Short Term Rental Regulations - Chairman Thomsen and Trustee Dunn met with Charlie Boyce and Chip Wobbe in October and November 2020. The Village was promised that Innsbrook Corporations would approve and implement regulations on short term rentals by the end of 2020. Chairman

Thomsen spoke with Charlie Boyce prior to this meeting, and Charlie was apologetic that the regulations were not implemented by the discussed timeline. Innsbrook Corporation will meet with the group of renters before the end of January and the regulations should be available to the Village Trustees prior to the February meeting. Shawn Crecilius messaged that he will be meeting with Charlie and Chip the following day, as well as working with the group of renters he represents about proper taxation.

- c. **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 Bowers, seconded by Trustee Sator, to discuss and possibly act on Bill No. 284 at the next 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 will be added to the February meeting agenda for any action.

NEW BUSINESS:

None at this time.

VOTE TO ADJOURN INTO EXECUTIVE SESSION

Motioned by Trustee Dunn, seconded by Trustee Sator, 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 5:48 PM.

EXECUTIVE SESSION - REAL ESTATE

Pursuant to Section 610.021(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 relating to leasing, purchasing or sale of real estate.

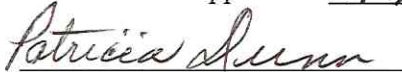
VOTE TO ADJOURN

Motioned by Sator, 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 7:01 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, January 12, 2021.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 2/10/21


Patricia Dunn,
Village Board Clerk
(seal)


Attest: Carla Ayala,
Village Administrator/Clerk

