

VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall

1835 Highway F

Tuesday, November 10, 2015, 7:30 PM

AGENDA

Public notice is hereby given that the Board of Trustees will meet at Innsbrook Village Hall, 1835 Hwy F, Innsbrook, Missouri, on Tuesday, November 10, 2015 at 7:30 PM for a meeting to discuss and act upon the matters on this agenda as follows:

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES
 - a. Special Meetings: October 13, 2015
 - b. Regular Meeting: October 13, 2015
- 6) PUBLIC COMMENTS - Citizens who have concerns or remarks who wish to speak on Village matters may do so at this time.
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Report
 - b. Administrator's Report
 - c. Planning & Zoning Commission
- 11) UNFINISHED BUSINESS:
 - a. Transportation Plan
 - b. Septic Issues/Permitting Process
 - c. **BILL NO. 222 - AN ORDINANCE PROVIDING FOR SUBMISSION OF A PROPOSAL TO DISCONTINUE APPLICATION AND COLLECTION OF THE LOCAL SALES TAX ON THE TITLING OF MOTOR VEHICLES, TRAILERS, BOATS AND OUTBOARD MOTORS THAT WERE PURCHASED FROM A SOURCE OTHER THAN A LICENSED MISSOURI DEALER TO THE QUALIFIED VOTERS OF THE VILLAGE OF INNSBROOK FOR THIS APPROVAL AT THE GENERAL ELECTION CALLED AND TO BE IN THE VILLAGE OF INNSBROOK ON APRIL 5, 2016.**
- 12) NEW BUSINESS:
 - a. Formal Complaint Process
- 13) VOTE TO ADJOURN

Unfinished Business/ Hold

- BHS/Landfill Area
- Complaint Properties
- Animal Shelter
- Septic Issues
- Dry Hydrants

(Next quarterly report December 2015)

The meeting is open to the public. To comply with the American with Disabilities Act (ADA), reasonable accommodations will be provided when requested. To request an accommodation, please contact Innsbrook Village Hall (636)745-8844 at least 48 hours in advance of the meeting.

Dated and Posted this 4th day of November, 2015.

Carla Heggemann, Village Administrator

**THE NEXT MEETING OF THE VILLAGE OF INNSBROOK BOARD OF TRUSTEES IS SCHEDULED FOR
TUESDAY, DECEMBER 8, 2015 at 7:30 PM**

MINUTES

The , November 10, 2015 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 7:30 PM with Village Board Chairman Jeff Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Bob Dowdle, Tom Stevener, Trish Dunn and Jeff Thomsen were present. Trustee Jerry Rust 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; Planning and Zoning Commissioner, Bob Soderholm (L2130) and Rich McFall (L2210)

APPROVAL OF AGENDA

Chairman Thomsen asked for a motion to approve the November 10, 2015 agenda. Motioned by Trustee Dowdle, seconded by Trustee Stevener, to approve the agenda. All Trustees present voted "Aye". Motion passed with a 4-0 vote. Agenda was approved.

APPROVAL OF MINUTES

Motioned by Trustee Dowdle, seconded by Trustee Stevener to approve minutes from the Special and Regular October 13, 2015 Meetings. All Trustees present voted "Aye". Motion passed with a 4-0 vote. Minutes were approved.

PUBLIC COMMENT

Rich McFall (L2210) stated that he wasn't able to see the agenda on the website this month and thanked Carla Heggemann for the reference in the Newsletter on Internet speeds throughout Innsbrook. Rich McFall and Cindy Bowers are working together on the Internet speed issue. Rich would like Innsbrook to merge with other municipalities in the area to make it a bigger issue for CenturyLink to notice the problem. He urged the Trustees to not let this issue die and to keep working on CenturyLink to improve Innsbrook's internet service.

COMMUNICATIONS, PETITIONS, PRESENTATIONS

None at this time.

BOARD OF TRUSTEES COMMENTS

Trustee Dowdle will be attending a meeting on November 12th with AWA and CCAC again and on November 19th meeting with Dr. Butcher to go over paperwork. Hoping to get a meeting with Howdyshell to look at a building in Warrenton. AWA has some land but it depends on zoning regulations in that area.

CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS

Bob Grah has agreed to serve on the Planning and Zoning Commission. Chairman Thomsen asked for a motion to appoint Bob Grah to the Planning and Zoning Commission. Motioned by Trustee Stevener, seconded by Trustee Dowdle, to appoint Bob Grah. By roll call vote, all Trustees present voted "Aye". Motion passed with a 4-0 vote. Bob Grah was appointed to the Planning and Zoning Commission.

DEPARTMENT REPORTS

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustee's in attendance.
- b. Administrator's Report -
 - i. Boonslick Regional - Christmas Meeting will be held on December 9, 2015 from 5:30-7:30pm at the Knights of Columbus Hall in Truesdale.
 - ii. Candidate Filing - Candidate Filing for the April 5, 2016 election will open on December 15, 2015, two seats will be available to fill.
 - iii. Sewer Violation letters were mailed out on October 28, 2015 to five property owners around Audubon Lake.
 - iv. Carla Heggemann attended the MoCCFOA Regional's on October 20 & 21, 2015. Carla thanked the Trustee's for allowing her to continue working toward her certification, she now has accumulated enough hours for her first certification as Missouri Registered City Clerk (MRCC).
- c. Planning and Zoning Commission - Meeting was canceled on November 4, 2015.

UNFINISHED BUSINESS:

- a. Transportation Plan - All Trustee's have a copy of the Transportation Plan that they have looked over. The plan was approved by the Planning and Zoning Commission on October 7, 2015. Chairman Thomsen would like to associate this plan with the Comprehensive Plan and to keep a copy on file. Chairman Thomsen also suggested for the Planning and Zoning to review and update this plan each year.
- b. Septic Issues/Permitting Process - Bob Soderholm provided the Trustee's with parts of the Missouri State Statues pertaining to onsite sewage disposal systems. He would like to reference in our regulations the "green book" provided by the Missouri Department of Health and Senior Services governing onsite wastewater treatment systems. A bit more study needs done before changing the Innsbrook Code. The question of requiring a licensed engineer, installer and inspector to be paid for by the property owner may be needed. ^{The} application needs to be reworked with a possible list of licensed engineers, installers and inspectors. ^{added} The application needs to be more precise to what work ^{owner} exactly will be performed. If a septic system needs ^{pumped} cleaned out without changing the design of the system, ^{can do so} with no permit required. Chairman Thomsen suggested having Innsbrook Corporation, the State and Village of Innsbrook all coordinate together going forward.
- c. **BILL NO. 222 - AN ORDINANCE PROVIDING FOR SUBMISSION OF A PROPOSAL TO DISCONTINUE APPLICATION AND COLLECTION OF THE LOCAL SALES TAX ON THE TITLING OF MOTOR VEHICLES, TRAILERS, BOATS AND OUTBOARD MOTORS THAT WERE PURCHASED FROM A SOURCE OTHER THAN A LICENSED MISSOURI DEALER TO THE QUALIFIED VOTERS OF THE VILLAGE OF INNSBROOK FOR THIS APPROVAL AT THE GENERAL ELECTION CALLED AND TO BE IN THE VILLAGE OF INNSBROOK ON APRIL 5, 2016.** Chairman Thomsen suggested passing this until the December meeting.

NEW BUSINESS:

- a. Formal Complaint Process - Bob Vogler brought up a formal complaint process in the October 13, 2015 meeting. Making it clear to people on how to make a formal complaint, adding it to the procedures manual and put it on the website for easy access was suggested.


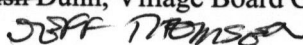
VOTE TO ADJOURN


Motioned by Trustee Dowdle, seconded by Trustee Stevener, to adjourn the meeting. All Trustees present voted "Aye". Motion passed with a 4-0 vote. Meeting adjourned at 8:38 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, November 10, 2015.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 12-8-15


Trish Dunn, Village Board Clerk



Attest: Carla Heggemann,
Village Administrator/Clerk