



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Tuesday, May 17, 2022, 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: April 12, 2022
- 7) CHAIRMAN'S REPORT/APPOINTMENTS
- 8) DEPARTMENT/COMMITTEE REPORTS:
 - a. Financial Reports - April 2022
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
- 9) UNFINISHED BUSINESS:
 - a. Village Administration Building
 - i. Environmental Review [Boonslick Regional Planning Commission]
 - ii. Conceptual Design/Architect Report [Cochran]
 - iii. Loan Proposal/Application [USDA Rural Development]
- 10) NEW BUSINESS:
 - a. 2022-2023 Fiscal Year Budget - DRAFT
 - b. Set Public Hearing for 2022-2023 Fiscal Year Budget on June 14, 2022
 - c. **BILL NO. 309 - AN ORDINANCE EXTENDING THE BOUNDARIES OF THE VILLAGE OF INNSBROOK, WARREN COUNTY, MISSOURI, BY VOLUNTARY ANNEXATION TO INCLUDE ONE PARCEL OF PROPERTY BELONGING TO VILLAGE OF INNSBROOK COMMUNITY DEVELOPMENT CORPORATION, GENERALLY LOCATED AT 13604 STATE HIGHWAY M. [Second Reading]**
 - d. **BILL NO. 310 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.00 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. [Second Reading]**
- 11) BOARD OF TRUSTEE ANNOUNCEMENTS
- 12) OPEN FORUM
- 13) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
 - Animal Shelter
 - Dry Hydrants
 - Village Cemetery
 - Broadband Infrastructure
- (Next quarterly report Jun. 2022)

MINUTES

The Tuesday, May 17, 2022 regular meeting of the Village of Innsbrook Board of Trustees was held 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 Dan Reuter, Ted Sator, Jeff Thomsen and Donna West were present in person. Trustee Trish Dunn was absent. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, and Kurt Daniels and Joe McGowan - Cochran. Due to the COVID-19 Pandemic, all other visitors attended this meeting via videoconference. Those attendees included Village Attorney - Nathan Bruns, and Chad Eggen - Boonslick Regional Planning Commission.

APPROVAL OF AGENDA

Motioned by Trustee Reuter, seconded by Trustee Sator, to approve the agenda. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Motioned by Trustee Sator, seconded by Trustee West to approve the April 12, 2022 regular session meeting minutes. All Trustees present voted "Yea", motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote.

CHAIRMAN'S REPORT/APPOINTMENTS

Chairman Thomsen informed the Trustees that he had a good visit with Trustee Trish Dunn.

DEPARTMENT REPORTS

- a. Financial Report - The April 2022 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 "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay". 0 Abstain vote.
- b. Administrator's Report - Village Administrator/Clerk, presented a report to the Trustees. Village Hall will be closed on May 30, 2022 in observance of Memorial Day. Registration is now open for the annual MML Conference held on September 11-14, 2022 at Osage Beach, MO. A suggestion was made to form a committee to complete the task of erecting a new Village "welcome" monument.
- c. Planning and Zoning Commission - The Commission held their last meeting on April 06, 2022. A meeting was not held on May 4, 2022.

UNFINISHED BUSINESS:

- a. Village Administration Building
 - i. Environmental Review [Boonslick Regional Planning Commission] - Chad Eggen updated the Trustees on the progress of the Environmental Report. Letters have been sent out to all agencies and on June 21, 2022 the response time will expire. If there are no inquiries we can move forward and send the report to the USDA for final review.
 - ii. Conceptual Design [Cochran] - Kurt Daniels and Joe McGowan reviewed and discussed the Architectural Feasibility Report as well as the site plan and preliminary floor plan with the Trustees. Motioned by Trustee Reuter, seconded by Trustee Sator to authorize Cochran to submit the Architectural Feasibility Report to the USDA Rural Development. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, motion passed and approved.
 - iii. Loan Proposal/Application [USDA Rural Development] - Nothing was discussed.

NEW BUSINESS:

- a. 2022-2023 Fiscal Year Budget DRAFT - A work session was called to be held on June 8, 2022 at 11am to discuss and finalize the fiscal year budget.
- b. Set Public Hearing for 2022-2023 Fiscal Year Budget on June 14, 2022 - Motioned by Trustee Reuter, seconded by Trustee West to set a public hearing for June 14, 2022 at 5pm. By roll call vote, Trustee Dunn -

- Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, motion passed and approved.
- c. BILL NO. 309 - AN ORDINANCE EXTENDING THE BOUNDARIES OF THE VILLAGE OF INNSBROOK, WARREN COUNTY, MISSOURI, BY VOLUNTARY ANNEXATION TO INCLUDE ONE PARCEL OF PROPERTY BELONGING TO VILLAGE OF INNSBROOK COMMUNITY DEVELOPMENT CORPORATION, GENERALLY LOCATED AT 13604 STATE HIGHWAY M. Motioned by Trustee Reuter, seconded by Trustee Sator to hold the second reading of Bill No. 309 by title only. All Trustees present voted "Aye". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No. 309 by title only. Chairman Thomsen offered discussion on Bill No. 309. There were no public comments received by the Village and no discussion was held. Motioned by Trustee Sator, seconded by Trustee West to vote to enact Bill No. 309 as an Ordinance. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, Bill No. 309 is enacted as Ordinance No. 305 of the Village of Innsbrook, Missouri.
 - d. BILL NO. 310 - AN ORDINANCE PROVIDING FOR A CHANGE IN ZONING CLASSIFICATION OF 2.00 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 Sator to hold the second reading of Bill No. 310 by title only. All Trustees present voted "Aye". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Chairman Thomsen read Bill No. 310 by title only. Chairman Thomsen offered discussion on Bill No. 310. There were no public comments received by the Village and no discussion was held. Motioned by Trustee West, seconded by Trustee Sator to vote to enact Bill No. 310 as an Ordinance. By roll call vote, Trustee Dunn - Absent, Trustee Reuter - "Yea", Trustee Sator - "Yea", Trustee Thomsen - "Yea", Trustee West - "Yea". With a 4 "Yea", 0 "Nay", 0 Abstain vote, Bill No. 310 is enacted as Ordinance No. 306 of the Village of Innsbrook, Missouri.

BOARD OF TRUSTEES COMMENTS

There were no comments made.

OPEN FORUM

There was nothing discussed.

VOTE TO ADJOURN

Motioned by Trustee Reuter, seconded by Trustee West, to adjourn the regular meeting. All Trustees present voted "Yea". Motion passed and approved with a 4 "Yea", 0 "Nay", 0 Abstain vote. Meeting adjourned at 6:13 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, May 17, 2022.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 06/14/2022

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

