



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
MEETING MINUTES
Tuesday, October 10, 2023, 5:00 PM**

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
 - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR
- 5) *APPROVAL OF MINUTES:
 - a. *Regular Meeting: September 19, 2023
- 6) CHAIRMAN'S REPORT/APPOINTMENTS
- 7) DEPARTMENT/COMMITTEE REPORTS:
 - a. *Financial Reports - September 2023
 - i. *Bills of The Month
 - b. Administrator's Report
 - i. Building Permit Report
 - c. University of Missouri Extension Council Report
 - d. Planning & Zoning Commission Report
 - i. Wags and Whiskers; 13620 State Highway M
- 8) UNFINISHED BUSINESS:
 - a. Village Administration Building
- 9) NEW BUSINESS:
 - a. Citizen Input from Coffee with the Chairman Event
 - b. Potential Committees
 - c. Village Hall Technology Issues
 - d. DG Market; 13425 State Highway M; Inspection Fees
 - e. **BILL NO. 344 - AN ORDINANCE AMENDING INNSBROOK ESTATES PLAT 104 FOR THE DEVELOPMENT OF LOT 2768 AND 2805 THRU 2813, TEN (10) SINGLE FAMILY RESIDENTIAL SITES** [First & Second Reading]
- 10) BOARD OF TRUSTEE ANNOUNCEMENTS
- 11) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 12) EXECUTIVE SESSION – REAL ESTATE [Pursuant to Section 610.021(2), RSMo.]
- 13) EXECUTIVE SESSION - PERSONNEL [Pursuant to Section 610.021(3), RSMo.]
- 14) ADJOURNMENT

Unfinished Business/Hold Items

- BHS/Zykan Landfill Area
- Dry Hydrants
- Village Cemetery
- Broadband Infrastructure
- Short Term Rentals
(Next quarterly report Dec 2023)

MINUTES

The Tuesday, October 10, 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 Reuter presiding. Chairman Reuter led the Pledge of Allegiance.

Upon roll call, Trustees Cynthia Cook, Mike Lyles, Dan Reuter, John Simon and Donna West were present. Chairman Reuter announced a quorum was present. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, Keith Thompson - Innsbrook Corporation, Allen Huddleston [2 Oakwood], Steve Gissy [2112 Meadow Creek], Tracy Sator [154 Geneva Cove], Mike & Kathy Caton [42 S. Lionshead], Tracy Muse [13633 State Hwy M], Bob & Lynda Baker [1188 Turnberry Dr], Les Kauble [26119 Rynelle Dr], Kris Hansen [185 Hershweg], and all other visitors attended this meeting via videoconference. Those attendees included, Nathan Bruns - Graville Law Firm, Todd Streiler – Streiler Planning, and approximately six others.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR*

Motioned by Trustee Lyles, seconded by Trustee Cook, move "Public Comments" to the end of the meeting agenda on this agenda and each future agenda. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote.

Motioned by Trustee Simon, seconded by Trustee Lyles, to adopt the agenda with correction and approve the consent calendar. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote.

APPROVAL OF MINUTES

*The September 19, 2023 Board of Trustees regular meeting minutes were approved on the consent calendar.

CHAIRMAN'S REPORT/APPOINTMENTS

Chairman Reuter did not have anything to report.

DEPARTMENT REPORTS

- a. *Financial Report/Bills of the Month - The September 2023 financial report and bills of the month were approved on the consent calendar.
- b. Administrator's Report –The report of the Administrator was received and placed on file.
 - i. Building Permit Report – The Administrator reported that 17 building permits were issued for the third quarter of 2023, as follows, 8 new construction, 3 storage buildings, 5 additions and 1 deck/dock.
- c. University of Missouri Extension Council Report – There was not a report received.
- d. Planning and Zoning Commission Report – Chairman Reuter recognized Mr. Allen Huddleston to give a report on the Planning and Zoning Commission. The Commission held a meeting on October 4, 2023. The Commissioners recommend approval of the Plat 104 Amendment of Innsbrook Estates. Wags & Whiskers has submitted an updated site plan for review, some pieces are missing and the Commission has postponed discussion until everything is complete.
 - i. Wags & Whiskers; 13620 State Highway M - The report of the Village Planner was received and placed on file.

UNFINISHED BUSINESS:

- a. Village Administration Building – Chairman Reuter addressed issues at the previous meeting and during the Coffee with the Chairman event. The Village has been looking into building its own building for the past ten years. The Village has looked into different routes to build a new building. When the Village met with the USDA, they told the Village to explore other funding sources to save money on the construction.

NEW BUSINESS:

- a. Citizen Input from Coffee with the Chairman Event – Chairman Reuter reported that approximately eighteen people attended the event. Some issues discussed were village hall, communication, maintenance of current building, short-term rentals and fire department issues.
- b. Potential Committees – Chairman Reuter stated that citizens can form their own groups or committees.
- c. Village Hall Technology Issues – Chairman Reuter stated that in order to improve the technology at Village Hall, the Village will have to spend some money. A lot of the issues are due to the speed of the internet service.
- d. DG Market; 13425 State Highway M; Inspection Fees – In accordance with Village Code, Section 9.2.1.8.6 "Inspection Fees", costs incurred by the Village from inspection fees can be submitted to the Developer for reimbursement. Motioned by Trustee Simon, seconded by Trustee West to approve sending inspection fees from the Village Planner to the developer of Dollar General. Chairman Reuter yielded the floor for debate, and no debate was held. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved.
- e. BILL NO. 344 - AN ORDINANCE AMENDING INNSBROOK ESTATES PLAT 104 FOR THE DEVELOPMENT OF LOT 2768 AND 2805 THRU 2813, TEN (10) SINGLE FAMILY RESIDENTIAL SITES - Motioned by Trustee Lyles, seconded by Trustee Cook to hold the first and second reading of Bill 344 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Chairman Reuter read Bill 344 twice by title only. Motioned by Trustee Cook, seconded by Trustee Lyles

to vote to enact Bill 344 as an Ordinance of the Village of Innsbrook. Chairman Reuter yielded the floor for debate on Bill 344. There were no public comments received by the Village, and no debate was held. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, Bill 344 is enacted as Ordinance 340 of the Village of Innsbrook, Missouri.

BOARD OF TRUSTEES ANNOUNCEMENTS

Trustee Cook stated if anyone has questions on the Village financials or budget to contact her.

PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS

Chairman Reuter recognized the following speakers: Steve Gissy, whose subject was communication, Comprehensive Plan, maintenance of current Village Hall, new Village Hall, Village Planner. Les Kauble whose subject was Steve Gissy.

VOTE TO ADJOURN INTO EXECUTIVE SESSION

Motioned by Trustee Cook, seconded by Trustee Simon, to adjourn the regular meeting and enter executive session. By roll call vote, Trustee Cook - "Aye", Trustee Lyles - "Aye", Trustee Reuter - "Aye", Trustee Simon - "Aye", Trustee West - "Aye". With a 5 "Aye", 0 "No", 0 Abstain vote, motion passed and approved. Meeting adjourned into executive session at 6:09 PM.

EXECUTIVE SESSION - REAL ESTATE & PERSONNEL

Pursuant to Section 610.021(2)(3) 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 (2) relating to leasing, purchasing or sale of real estate; (3) Hiring, firing, disciplining or promoting of particular employees; The Board of Trustees returned into regular session at 7:12 PM.

VOTE TO ADJOURN

Motioned by Trustee Cook, seconded by Trustee West, to adjourn the regular meeting. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Meeting adjourned at 7:12 PM.

*Approved on Consent Calendar

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, October 10, 2023.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 11/14/2023

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

