

VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall
1835 Highway F

Tuesday, November 13, 2018, 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 and Executive Session: October 9, 2018
- 6) PUBLIC COMMENTS
(Citizens who have concerns or remarks on Village matters may speak at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS:
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
 - a. Financial Report
 - i. Bills of The Month
 - b. Administrator's Report
 - c. Planning & Zoning Commission
- 11) UNFINISHED BUSINESS:
- 12) NEW BUSINESS:
 - a. **RESOLUTION NO. 2018-2 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, OPPOSING THE APPROVAL OF A CONDITIONAL USE PERMIT FOR AN OUTDOOR SHOOTING RANGE/CLUB PETITIONED BY PATRIOT TRAINING FOUNDATION/BMC DEVELOPMENT OF WARRENTON, LLC, dba BMC STONE, LLC.**
 - b. **BILL NO. 262 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 100 FOR THE DEVELOPMENT OF TWELVE (12) SINGLE FAMILY RESIDENTIAL SITES. (Ord. 259)**
 - c. Welcome sign
 - d. Dangerous Building/Utilities Required Ordinance Proposal
- 13) EXECUTIVE SESSION - REAL ESTATE
- 14) ADJOURNMENT

Unfinished Business/ Hold Items

- BHS/Zykan Landfill Area
 - Animal Shelter
 - Dry Hydrants
 - Internet Speeds
 - Village Cemetery
- (Next quarterly report Dec. 2018)

MINUTES

The November 13, 2018 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 5:02 PM with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Trish Dunn, Ted Sator, Tom Stevener 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 Ayala; Carol Zuckner (15735 Walkers Way) and Jean Jarchow (L2133).

APPROVAL OF AGENDA

Motioned by Trustee Stevener, seconded by Trustee Dunn, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

APPROVAL OF MINUTES

Motioned by Trustee Dunn, seconded by Trustee Stevener to approve the October 9, 2018, regular and executive session meeting minutes. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.

PUBLIC COMMENTS

Carol Zuckner stated that a Home Owners Association (HOA) has been formed for Walkers Way. They spread rock on the road and Deana LaTour has been notified to pay her share, she has not done so yet. Chairman Thomsen stated that a hearing for the 15568 Walkers Way property is scheduled for Monday, November 19, 2018 at the Warren County Circuit Court.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

Trustee Dunn presented the Board with literature from the Warren County Ambulance District. This literature will be available at Village Hall for the public to take free of charge. Additional information can be obtained from the Ambulance building on Fairgrounds Road north of Warrenton.

BOARD OF TRUSTEES COMMENTS

Trustee Stevener was in attendance of the East Central Missouri Solid Waste Management District Meeting. The guest speaker was with EPC Electronics Recycling Center in Wright City. A recycling program is now available for rechargeable batteries.

Trustee Dunn will attend the next Warren County Public Hearing regarding the conditional use permit for a shooting range west of Innsbrook. Chairman Thomsen and Trustee Dunn will submit the Village resolution to the Warren County Commissioners opposing the conditional use permit at the next meeting on November 29, 2018 at 6pm.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS - None at this time.

DEPARTMENT REPORTS

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Sator, seconded by Trustee Stevener to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye". Motion passed and approved with a 4-0 vote.
- b. Administrator's Report - Village Administrator, Carla Ayala, presented her report to the Trustees. Candidate Filing for the April 2019 General Election will open on December 11 at 8am. Three Trustee positions will be available to file for.
- c. Planning and Zoning Commission - A meeting was held on November 7, 2018. The Commission reviewed Innsbrook Estates Plat 100, and recommended approval to the Board of Trustees with a 5-0 vote.

UNFINISHED BUSINESS:

- a. Animal Shelter - Trustee Sator stated that the CCAC Board met last Thursday, looking for property around the Innsbrook vicinity. The property search in Warrenton is not working out.

NEW BUSINESS:

- a. **RESOLUTION NO. 2018-2 - A RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, OPPOSING THE APPROVAL OF A CONDITIONAL USE PERMIT FOR AN OUTDOOR SHOOTING RANGE/CLUB PETITIONED BY PATRIOT TRAINING FOUNDATION/BMC DEVELOPMENT OF WARRENTON, LLC, dba BMC STONE, LLC.** This Resolution was discussed and agreed upon at October 9, 2018 meeting. Due to the urgency and time restriction, this Resolution was passed verbally on October 15, 2018, and now needs recorded in the meeting minutes. Motioned by Trustee Stevener, seconded by Trustee Sator to approve Resolution No. 2018-2. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - Absent, Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 4 "Aye", 0 "No" vote, Resolution No. 2018-2 is enacted as a Resolution of the Village of Innsbrook, Missouri.

- b. **BILL NO. 262 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 100 FOR THE DEVELOPMENT OF TWELVE (12) SINGLE FAMILY RESIDENTIAL SITES. (Ord. 259)** Carla Ayala informed the Board of Trustees of the discussion during the Planning and Zoning meeting held on November 7, 2018. The Planning and Zoning Commission recommended approval of Innsbrook Estates Plat 100. Due to the absence of a Representative of Innsbrook Corporation, the Trustees would like to postpone the vote until the December meeting.
- c. Welcome sign - The Welcome sign at Highways F and M is deteriorating and needs repair. The sign company that originally created and installed the sign has since gone out of business. A bid for an aluminum sign was obtained some years ago, but never approved. Carla Ayala is to contact sign companies with options to upgrade the sign. This will be added to a future meeting agenda.
- d. Dangerous Building/Utilities Required Ordinance Proposal - The Village Attorney feels like this is covered under the Nuisance Ordinance already in place. Chairman Thomsen to discuss this issue with Village Attorney, for a future meeting to discuss.

VOTE TO ADJOURN INTO EXECUTIVE

Motioned by Trustee Stevener, seconded by Trustee Sator, to adjourn the regular meeting and enter executive session. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - Absent, Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". Motion passed and approved with a 4-0 vote. Meeting adjourned into executive session at 6:11 PM.


EXECUTIVE SESSION - REAL ESTATE

VOTE TO ADJOURN

Motioned by Trustee Stevener, seconded by Trustee Dunn, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 4-0 vote. Meeting adjourned at 6:39 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, November 13, 2018.

Date Minutes Approved: 12/11/2018



Patricia Dunn,
Village Board Clerk
(seal)

Carla Ayala, Village Administrator/Clerk



Attest: Carla Ayala,
Village Administrator/Clerk

