



VILLAGE OF INNSBROOK BOARD OF TRUSTEES MEETING MINUTES

Innsbrook Village Hall

1835 Highway F

Tuesday, December 11, 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: November 13, 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:
 - a. Update on Hold Items =>
 - b. **BILL NO. 262 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 100 FOR THE DEVELOPMENT OF TWELVE (12) SINGLE FAMILY RESIDENTIAL SITES. (Ord. 259)**
- 12) NEW BUSINESS:
 - a. **RESOLUTION NO. 2018-3 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, AUTHORIZING THE CHAIRMAN OF THE BOARD OF TRUSTEES TO ENTER INTO AN AGREEMENT FOR PROPERTY AND LIABILITY INSURANCE COVERAGE FOR THE VILLAGE OF INNSBROOK.**
 - b. **RESOLUTION NO. 2018-4 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, CHANGING SPECIFIC BOARD OF TRUSTEES MEETING DATES IN THE YEAR 2019.**
- 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 Mar. 2019)

MINUTES

The December 11, 2018 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 5:01 PM with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Trish Dunn, Jerry Rust, Ted Sator, Tom Stevener and Jeff Thomsen were present. 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); Keith Thompson, Innsbrook Corp. and Representative Bryan Spencer.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motioned by Trustee Stevener, seconded by Trustee Rust to approve the November 13, 2018, regular and executive session meeting minutes. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

PUBLIC COMMENTS

Carol Zuckner asked the Trustees about an update on the Court hearing that was held on November 19, 2018. Chairman Thomsen stated that a hearing was held for the 15568 Walkers Way property at the Warren County Circuit Court. Three persons were there on behalf of the property and stated that the property was cleaned up. The Village is responsible to inspect the property prior to the December 31, 2018 hearing scheduled at 1:30pm and report if the property has in fact been cleared of all violations.

Representative Bryan Spencer invited the Trustees to the Governors Ball on January 9, 2019 located at the Capitol Building in Jefferson City. Bryan Spencer is currently working on issues with the proposed Gun Range/Training Facility on Quarry Road. A suggestion was made to gather all possible Government/State offices together to discuss and try to resolve the issue on Walkers Way. Another suggestion was made to work toward upgrading the Village to a 4th Class City.

COMMUNICATIONS/PETITIONS/PRESENTATIONS

Chairman Thomsen presented Carla Ayala with a holiday gift and thanked her for her dedication to her job.

BOARD OF TRUSTEES COMMENTS

Trustee Stevener reported to the Trustees an update on the Transportation Advisory Committee (TAC). At their last meeting the TAC settled on priorities. Highway 47, between Marthasville and Washington ranked high on the priority list. Trustee Stevener suggested inviting MoDOT Area Engineer, Erik Maninga, to the January Trustee meeting to discuss extending the shoulders on South Highway F, from the point where MoDOT stopped to the County Maintenance line. Trustee Stevener also attended the special Warren County Commission Meeting regarding the Conditional Use Permit (CUP) for the Shooting Range/Training Facility located on Quarry Road. The facility was toured by those permitted to enter and decimal readings were taken at various locations around the facility.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS -

Chairman Thomsen stated that Trustee Dunn, Trustee Stevener and Himself attended the Warren County Public Hearing regarding the CUP on November 29, 2018. They voiced their opposition of approval and submitted the Village Resolution stating the same to the Commissioners. Approximately 100 people were in attendance voicing their opposition. Chairman Thomsen attended the annual Boonslick Regional Planning Commission (BRPC) meeting on December 5, 2018. BRPC celebrated their 50th Anniversary this year and gave a very nice presentation looking back through the years.

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 Stevener, seconded by Trustee Rust 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.
- b. Administrator's Report - Village Administrator, Carla Ayala, presented her report to the Trustees. Candidate Filing for the April 2, 2019 General Election opened on December 11 at 8am. Three Trustee positions will be available for the April Election.
- c. Planning and Zoning Commission - The last 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 is currently working with a realtor looking for property in the Wright City Area.
Cemetery - Discussion is still ongoing with the owner of the Harmony Cemetery to open a portion to the public.
- b. **BILL NO. 262 - AN ORDINANCE APPROVING INNSBROOK ESTATES PLAT 100 FOR THE DEVELOPMENT OF TWELVE (12) SINGLE FAMILY RESIDENTIAL SITES. (Ord. 259)** Motioned by Trustee Rust, seconded by Trustee Stevener to hold the first and second reading of Bill No. 262 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Bill No. 262 twice by title only. Trustee Sator questioned the benefit this plat has to the Village and its residents.

Trustee Rust stated that income from tax revenue and keeping property values up are benefits to the Village. Keith Thompson reviewed the entire Phase 1 of Southern Expansion with the Trustees. Requested by Chairman Thomsen to enact Bill No. 262 as Ordinance No. 259. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5 "Aye", 0 "No" vote, Bill No. 262 is enacted as Ordinance No. 259 of the Village of Innsbrook, Missouri.

NEW BUSINESS:

- a. **RESOLUTION NO. 2018-3 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, AUTHORIZING THE CHAIRMAN OF THE BOARD OF TRUSTEES TO ENTER INTO AN AGREEMENT FOR PROPERTY AND LIABILITY INSURANCE COVERAGE FOR THE VILLAGE OF INNSBROOK.** Motioned by Trustee Stevener, seconded by Trustee Rust to hold the reading of Resolution No. 2018-3 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Resolution No. 2018-3 twice by title only. No discussion was held. Requested by Chairman Thomsen to approve Resolution No. 2018-3. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5 "Aye", 0 "No" vote, Resolution No. 2018-3 is enacted as a Resolution of the Village of Innsbrook, Missouri.
- b. **RESOLUTION NO. 2018-4 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF INNSBROOK, MISSOURI, CHANGING SPECIFIC BOARD OF TRUSTEES MEETING DATES IN THE YEAR 2019.** Motioned by Trustee Rust, seconded by Trustee Dunn to hold the reading of Resolution No. 2018-4 by title only. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote. Chairman Thomsen read Resolution No. 2018-4 twice by title only. No discussion was held. Requested by Chairman Thomsen to approve Resolution No. 2018-4. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". With a 5 "Aye", 0 "No" vote, Resolution No. 2018-4 is enacted as a Resolution of the Village of Innsbrook, Missouri.

VOTE TO ADJOURN INTO EXECUTIVE

Motioned by Trustee Stevener, seconded by Trustee Dunn, to adjourn the regular meeting and enter executive session. By roll call vote, Trustee Dunn - "Aye", Trustee Rust - "Aye", Trustee Sator - "Aye", Trustee Stevener - "Aye", Trustee Thomsen - "Aye". Motion passed and approved with a 5-0 vote. Meeting adjourned into executive session at 6:26 PM.

EXECUTIVE SESSION - REAL ESTATE

After entering into Regular Session once again, Chairman Thomsen stated that the Village should obtain a building Inspector on a contract basis to inspect nuisance properties when needed. Carla Ayala to advertise for such services. Motioned by Trustee Dunn, seconded by Trustee Sator to approve advertising for bids for Inspection Services. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

VOTE TO ADJOURN

Motioned by Trustee Stevener, seconded by Trustee Sator, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 6:44 PM.

I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, December 11, 2018.

Date Minutes Approved: 01/08/2019

Patricia Dunn, Clerk

Patricia Dunn,
Village Board Clerk
(seal)

Carla Ayala, Village Administrator/Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk