

PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, April 1, 2015 – 6:30 PM
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #476 Ordinance #454 Resolution #103)

1. REGULAR MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF CONSENT AGENDA
 - a. Meeting Minutes of March 18, 2015
 - b. Bills Paid List and Credit Card Expense – March 19 to April 1, 2015
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police Report
8. OLD BUSINESS
 - a. None
9. NEW BUSINESS
 - a. Bill No. 473 – An Ordinance Adopting and Enacting a New Code of Ordinances of the Village of Twin Oaks; Establishing the Same; Providing for the Repeal of Certain Ordinances Not Included Therein, Except as Herein Expressly Provided; Providing for the Manner of Amending Such Code of Ordinances; Providing Penalty for the Violation Thereof; and Providing When This Ordinance Shall Become Effective:
 - b. Bill No. 474 – An Ordinance Approving a Work Order Authorization Proposed by Gateway Design Studio, Inc.:
 - c. Bill No. 475 – An Ordinance Approving an Insurance Proposal by C.J. Thomas, Inc.:
 - d. Resolution No. 102 – A Resolution of the Board of Trustees of the Village of Twin Oaks Estimating Nonbinding Projected Tax Rates Pursuant to Sections 137.180 and 137.243 R.S.MO.:
10. SPECIAL DISCUSSION
 - a. Village Hall Timeline
 1. RFP Architect
 2. Feasibility Study
 - b. Crowder Construction-Snow Contract
 - c. Share The Road Discussion
 - d. Village Clerk Report

- f. Village Attorney's Report
- g. Chairman and Trustee Comments

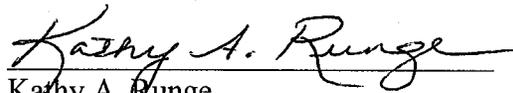
11. FINAL CITIZEN COMMENTS

12. ACTION ITEM LIST

13. EXECUTIVE SESSION

(Pursuant to RSMO Section 610.021 {1, 2 and/or 3})

14. ADJOURNMENT



Kathy A. Runge

Village Clerk/Controller

POSTED: March 31, 2015; 3:00 pm

At any time during its meeting, the Board of Trustees may go into closed session, upon a motion duly made and approved, pursuant to Chapter 610 R.S.MO. for the reasons specifically set forth in Section 610.021 including, but not limited to, discussion pertaining to (1) legal actions, causes to action and litigation or confidential communications with the Village's Attorney; (2) the lease, sale or purchase of real estate; (3) hiring, firing, disciplining or promoting of particular employees when personal information about the employee is discussed.

PLEASE NOTE:

ANY PERSON REQUIRING PHYSICAL OR VERBAL ACCOMMODATIONS SHOULD CONTACT THE VILLAGE OFFICE 12 HOURS PRIOR TO MEETING. (636-225-7873)

COPIES OF PUBLIC RECORDS FOR THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION BEFORE AND AT THE TIME OF THE MEETING.

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, APRIL 1, 2015**

The meeting was called to order at 6:30 pm in the Board Room of the Village Office. Roll Call was taken:

Trustees: Dennis Whitmore, Chairman – yea Russ Fortune – yea
 Ray Slama – yea Jeff Graves – yea
 Mary Young – yea

Also Present: Robert Hartzog, Village Attorney
 Kathy Runge, Village Clerk/Controller
 Sharon Ratliff, Assistant Village Clerk

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

APPROVAL OF THE AGENDA

Chairman Whitmore requested a motion to approve the agenda. Trustee Graves motioned to approve the agenda as submitted, seconded by Trustee Fortune and motion passed with the unanimous consent of the Board of those present.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda: Chairman Whitmore requested a motion to approve the consent agenda.
Meeting Minutes: Trustee Graves motioned to approve the Meeting Minutes of March 18, 2015, seconded by Trustee Slama and motion passed with the unanimous consent of the Board of those present. Chairman Whitmore abstained.

Bills List: Trustee Fortune motioned to approve the Bill Payment List and Credit Card Expense as of March 19 to April 1, 2015 as submitted, seconded by Trustee Slama and motion passed with the unanimous consent of the Board of those present.

CITIZEN COMMENTS

New Residents: Jim and Patti Miller of 1430 Autumn Leaf Dr. introduced themselves and stated that they are looking forward to living in the Village. Mr. Miller stated he has heard the Village is looking into stormwater issues and he would like to be a part of the discussion. Mr. Miller added he is also having issues with standing water in his yard. The Board explained that the current project at 1448 and 1454 Autumn Leaf Dr. was already finalized. The Board suggested that the Miller's speak with BFA, Village Engineers, to see if BFA had suggestions for them concerning their yard issues. Mr. Miller also stated that he was interested in being more involved with the Village and that he would like to volunteer on a Committee if an opening occurs. Village Clerk Runge stated that an application would be sent to him.

Agenda to Residents: John Heitzmann, 1318 Boly Lane stated he was glad to see “Share the Road” on the agenda and that is why he was at the meeting. Mr. Heitzmann also stated he wished there was a better way to notify the residents of what’s going on in the Village besides the website because if he had not checked it himself, he would not have known about the “Share the Road” discussion. Discussion ensued. Village Clerk Runge stated that the Village Office would start sending the agenda out to the residents prior to the meetings.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Police Report: Officer Maxwell provided the March 2015 reports for the Board’s review. There were no comments made. Officer Maxwell introduced Sgt. Jennifer Williams who took over for Sgt. Warner. The Board welcomed Sgt. Williams to Twin Oaks.

OLD BUSINESS

None.

NEW BUSINESS

Bill No. 473 – An Ordinance Adopting and Enacting a New Code of Ordinances of the Village of Twin Oaks; Establishing the Same; Providing for the Repeal of Certain Ordinances Not Included Therein, Except as Herein Expressly Provided; Providing for the Manner of Amending Such Code of Ordinances; Providing Penalty for the Violation Thereof; and Providing When This Ordinance Shall Become Effective: First reading of Bill No. 473 was read. No discussion ensued. Second reading of Bill No. 473 was read. Trustee Slama motioned to approve Bill No. 473 as submitted, seconded by Trustee Graves and the motion passed 5-0 as follows: Trustees Fortune-yea, Slama-yea, Young-yea, Whitmore-yea and Graves-yea. Chairman Whitmore stated that Bill No. 473 being duly passed on April 1, 2015 now becomes Ordinance No. 454.

Bill No. 474 – An Ordinance Approving a Work Order Authorization Proposed by Gateway Design Studio, Inc.: First reading of Bill No. 474 was read. Village Clerk Runge stated that this was a work order to have a stroller path next to the church steps which would be an ADA Accessible Path. Once approved by the Board, it will need to go out to bid. No discussion ensued. Second reading of Bill No. 474 was read. Trustee Graves motioned to approve Bill No. 474 as submitted, seconded by Trustee Fortune and the motion passed 5-0 as follows: Trustees Slama-yea, Fortune-yea, Graves-yea, Whitmore-yea and Young-yea. Chairman Whitmore stated that Bill No. 474 being duly passed on April 1, 2015 now becomes Ordinance No. 455.

Bill No. 475 – An Ordinance Approving an Insurance Proposal by C. J. Thomas, Inc.: First reading of Bill No. 475 was read. Attorney Hartzog stated that a meeting was held with Bill Wittenberg, C.J. Thomas and discussed the changes in the insurance policy for 2015-2016. The Village will have two insurance carriers due to new requirements in the Village when one carrier will no longer carry certain coverage.

Discussion ensued. Second reading of Bill No. 475 was read. Trustee Fortune motioned to approve Bill No. 475 as submitted, seconded by Trustee Graves and the motion passed 5-0 as follows: Trustees Whitmore-yea, Young-yea, Graves-yea, Slama-yea and Fortune-yea. Chairman Whitmore stated that Bill No. 475 being duly passed on April 1, 2015 now becomes Ordinance No. 456.

Resolution No. 102 – A Resolution of the Board of Trustees of the Village of Twin Oaks Estimating Nonbinding Projected Tax Rates Pursuant to Sections 137.180 and 137.243 R.S.MO.: Resolution No. 102 was read by title once. No discussion ensued. Trustee Slama motioned to approve Resolution No. 102 as submitted, seconded by Trustee Fortune and the motion passed 5-0 as follows: Trustees Graves-yea, Fortune-yea, Young-yea, Slama-yea and Whitmore-yea.

Village Hall Timeline Update:

- 1. RFP Architect:** Trustee Fortune presented an Architect RFP for the Boards review. He stated that Attorney Hartzog has reviewed the RFP and it is ready to go out to bid. The Board discussed that they would like for the bids to be in and opened on Friday, May 1, 2015.
- 2. Feasibility Study:** Village Clerk Runge stated that the Feasibility Study that Art Bond provided was informational and for the Board to review. She stated that it was a summary of what has been completed so far with the Village Hall.

Crowder Construction-Snow Contract: It had come the attention of staff that there had not been a time period in the snow contract with Crowder Construction. Discussion ensued. It was decided that Village Clerk Runge would call Crowder Construction and see if an addendum with the start and end date would be acceptable to him.

Share the Road Discussion: Chairman Whitmore stated that there are many municipalities that have signs and markings on their streets that say “Share the Road” and would like the Board to consider this for Twin Oaks. The residents that were in attendance shared their concerns about pedestrian safety; options discussed were creating bike lanes and sidewalks. Officer Maxwell pointed out that in a previous traffic study it stated the Village streets were not wide enough for sidewalks. Trustee Fortune suggested that maybe it was time to look at the cost of putting sidewalks in. Discussion ensued. The Board asked Village Clerk Runge to ask BFA to research putting sidewalks throughout the Village.

SPECIAL DISCUSSION

Village Clerk’s Report: Village Clerk Runge reviewed her report that was submitted to the Board and the following was discussed:

- **Sewer Lateral Repair at the Comfort Station:** We are still waiting for a third bid to come in. If we do not receive this by the end of the week, I will most likely choose one of the two we have. The repair will be scheduled after the Easter Egg

Hunt since we will have an open trench during the process. We are going to have the line cleared out again this week to avoid a repeat of the bathroom back-up situation of a few weeks ago.

- **Intersection Enhancement:** Trees have been ordered for the planting boxes at the four corners of the intersection. We have also ordered the various plants. You may have noticed that Native Landscapes has been out this week cleaning up the native beds and mulching. The Tree Board Committee is in the process of reviewing various banner selections as well and hope to have a decision on those within the week.
- **Creek Restoration:** A meeting was held with BFA, Trustees Slama and Fortune and myself last week. They updated us with what had been done so far on the Creek Restoration project. We also discussed the detention basin on the church grounds which feeds into our creek in the park and decided to approve a due diligence engineering study of its water flow into our creek.
- **Stroller Path:** The specs have been reviewed and we will have an ordinance to review at the meeting.
- **Living Fence:** The specs for the Living Fence were received. We have sent the specs onto Trustee Fortune and Lisa Eisenhauer, Park Chair for the Park Committee's review. This item has already been budgeted so we will make plans to send out for bid.
- **Street Striping:** N.B. West striped the streets today.
- **Autumn Leaf Storm water repair:** We are finalizing a date for the pre-construction meeting. We hope to get the homeowners, Mike Bush (of Boling), Attorney Hartzog, Wes Theissen, BFA, and Assistant Clerk Ratliff (as notary) together at one time.
- **RFP for Village Hall Architect:** Trustee Fortune prepared the RFP to review at the meeting. We just need to decide the dates we want to send out and receive bids.
- **Striping:** John Williams, Maintenance, will be repainting the white stripe at the entrance of Boly and Big Bend Rd. that was originally done by St. Louis County.

Attorney's Report: Attorney Hartzog reported that he is waiting for the final agreement from J & M Display. He also stated that he would like the Board to call an Executive Session after the meeting.

Chairman and Trustee Comments: Chairman Whitmore reminded everyone that the General Election was Tuesday, April 7th and encouraged everyone to vote.

FINAL CITIZEN COMMENTS

Pat Kelley of 1312 Boly Lane arrived late and stated he would like to make additional comments on traffic calming. Mr. Kelley stated that the Board had previously discussed Radar Speed Limit Signs showing the actual speed drivers are going and feels that this would improve the safety of the roads. Discussion ensued. The Board requested Village Clerk Runge to price 6 Radar Speed Limit Signs; 2 for Boly Lane, 2 for Autumn Leaf Dr. and 2 for Crescent Ave.

ACTION ITEM LIST

Chairman Whitmore stated that the Action Item List has been updated and if anyone had changes to let him know.

MOVE TO EXECUTIVE SESSION

Trustee Graves motioned to go into Executive Session at 7:49 p.m. to discuss matters pursuant to Section 610.021 {1, 2 & 3}, seconded by Trustee Slama. Motion passed 5-0 as follows: Trustees Graves-yea, Whitmore-yea, Young-yea, Slama-yea, and Fortune-yea.

ADJOURNMENT

There being no further business, Trustee Slama motioned to adjourn the regular meeting at 9:13 p.m., seconded by Trustee Graves and the motion passed with the unanimous consent of the Board of those present.

Drafted By: Sharon Ratliff
Sharon Ratliff, CMC/MRCC
Assistant Village Clerk

Date of Approval: April 15, 2015

ATTEST:

Kathy A. Runge
Kathy A. Runge
Village Clerk

Dennis L. Whitmore
Dennis L. Whitmore, Chairman
Board of Trustees