

**VILLAGE OF TWIN OAKS - NOTICE OF WORKSHOP MEETING**  
**BOARD OF TRUSTEES**  
**WEDNESDAY, FEBRUARY 17, 2016 – 6:00 PM**  
**1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021**

*(The following topics are for planning purposes only and should be considered tentative and subject to change. Please note that this is a Workshop and open to the public but Citizen Comments will not be accepted)*

1. Roll Call
2. Village Clerk Report
3. Annexation
4. Autumn Leaf Deed Status w/County
5. 4<sup>th</sup> Class City
6. Code Review
  - a. Title 1 Code Updates
7. Adjournment

---

Kathy A. Runge  
Village Administrator/Clerk

POSTED: Feb 17, 2016; 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 THE WORKSHOP MEETING  
VILLAGE OF TWIN OAKS BOARD OF TRUSTEES  
ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, FEBRUARY 17, 2016**

The Workshop Meeting was called to order at 6:00 p.m. in the Board Room of the Village Office pursuant to public notice and agenda. Roll Call was taken:

Roll Call:     Ray Slama, Chairman – yea                             Lisa Eisenhauer – yea  
                  Russ Fortune – yea                                         Jeff Graves – yea  
                  Dennis Whitmore – yea

Also Present: Paul Rost, Village Attorney  
                  Kathy A. Runge, Administrator/Clerk

**ADMINISTRATOR'S REPORT**

- **Village Hall/DESCO Review:** The conceptual plans have been reviewed by Mark Schnuck and I have a verbal from Will Kline that he sees no problem with granting a variance. He gave me the contact information of their Design and Construction Director that I sent along to Greg Garner and the attorney information for Paul.
- **Mowing Bid Package:** Mowing pre-bid meeting was yesterday. We had five companies in attendance. The bids are due on Monday, February 22<sup>nd</sup> at 10 a.m.
- **Autumn Leaf Stormwater Issues:** Wes is sketching the drainage areas that are “uphill” from each of the Autumn Leaf lots. Then he is calculating storm water runoff amounts to determine the size and feasibility (cost) of some type of intercept channel and area inlet to collect that water into a pipe that would carry it down to the park, pond, or somewhere else.
- **Maintenance Building:** I have asked Wes to organize a package from the research John did last year on maintenance buildings. He has already met with John to look for an acceptable site near the cell tower. He is also assisting us with electric, water, and foundation costs.
- **Nuisances:** I am in the process of setting up a meeting with the precinct Captain to discuss how County will assist us with nuisance issues. I have also been working with John on code enforcement and how we will be handling inspections in the

**AUTUMN LEAF DEED STATUS W/COUNTY**

Attorney Rost stated that until the Village could secure the actual deed, they were at a standstill. Discussion ensued. Chairman Slama asked Administrator Runge to contact Vollmer-Oats (an engineering firm the Village worked with around the time of the quit-claim deed) to see if they had a stamped drawing of the area.

**ANNEXATION/4<sup>th</sup> Class City**

The Board discussed annexing surrounding property – specifically the two condominium complexes west of the Village. Chairman Slama asked if the Board would consider

having Administrator Runge, Attorney Rost and Financial Advisor Blume put together an analysis. He said he did not want to contact the condominiums if the Board was not in favor. Discussion ensued. Trustee Fortune stated that he felt it was the Village's responsibility to expand its services to the area. Chairman Slama asked the Board to consider it over the next few weeks and share their thoughts at the second meeting in March.

Attorney Rost explained the deadlines for placing the 4<sup>th</sup> Class City change on the ballot for August. He also explained the pros of becoming a 4<sup>th</sup> class city and said there really weren't any negatives to becoming one. Discussion ensued.

#### CODE REVIEW

**Title I Code Updates:** The Board reviewed and approved the Title I Code updates. Trustee Eisenhower stated she should have a finished draft by the next Board meeting.

#### ADJOURNMENT

Trustee Fortune motioned to adjourn the Workshop Meeting at 7:05 pm, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present.

Drafted By: Kathy A. Runge  
Kathy A. Runge  
Administrator/Clerk

Date of Approval: 3-2-16

ATTEST:

Kathy A. Runge  
Kathy A. Runge,  
Administrator/Clerk

Ray Slama  
Ray Slama, Chairman  
Board of Trustees