

\*\*\*\*\*REVISED\*\*\*\*\*

**VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING  
WEDNESDAY, FEBRUARY 3, 2016 – 7:00 PM  
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021  
(Next Bill #496 Ordinance #474 Resolution #106)**

1. REGULAR MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF CONSENT AGENDA
  - a. Workshop Minutes of January 20, 2015
  - b. Regular Meeting Minutes of January 20, 2015
  - c. Bills For Approval – January 21 through February 3, 2016
  - d. Credit Card Purchases
6. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
  - a. Police Reports – Dec, 2015 and January, 2016
7. UNFINISHED BUSINESS
8. NEW BUSINESS
  - a. Bill No. 493 – An Ordinance Approving an Auditing Services Agreement between the Village of Twin Oaks and Hochschild, Bloom & Company LLP.
  - b. Bill No. 494 – An Ordinance amending Chapter 515 relating to excavations, grading and fill and amending Section 400.255 relating to driveway requirements.
  - c. Bill No. 495 – An Ordinance Approving a Lease Agreement with USR-DESCO Twin Oaks, LLC, a Delaware Limited Liability Company for Village Hall Authorizing the Chairman of the Board of Trustees to Execute the Lease Agreement.
9. SPECIAL DISCUSSION
  - a. Village Hall – Function of Committees
  - b. Landscape Consultant
  - c. Suspension of tax on Franchise Fees
  - d. St. Louis County Municipal League’s Sales Tax Position
  - e. Attorney’s Report
  - f. Chairman and Trustee Comments
10. CITIZEN COMMENTS

(Remarks shall be limited to three (3) minutes on any one subject unless time is extended by the Board)

11. CLOSED SESSION

12. ADJOURNMENT

  
Kathy A. Runge  
Village Administrator/Clerk

POSTED: February 3, 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 REGULAR MEETING OF THE BOARD OF  
TRUSTEES TWIN OAKS, ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, FEBRUARY 3, 2016**

The regular meeting was called to order at 7:25 pm in the Board Room of the Village Office. Roll Call was taken:

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

Also Present: Paul Rost, Village Attorney  
                  Kathy Runge, Village Administrator/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**

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

**APPROVAL OF THE CONSENT AGENDA**

**Consent Agenda:** Chairman Slama requested a motion to approve the Consent Agenda. Trustee Fortune motioned to approve the Consent Agenda consisting of the Workshop Meeting Minutes of January 20, 2016, Regular Meeting Minutes of January 20, 2015, and Bills for Approval List, seconded by Trustee Eisenhauer and motion passed with the unanimous consent of the Board of those present.

**REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS**

**Police Reports, December, 2015 and January, 2016:** The Board reviewed the police reports from the last two months. Trustee Whitmore asked if the trailer and truck behind the old Schnucks building would be moved soon. Officer Maxwell stated he was waiting on a call. Officer Maxwell also updated the Board regarding County's efforts to convert to mobile ticketing. Discussion ensued.

**UNFINISHED BUSINESS**

There was no unfinished business.

## NEW BUSINESS

**Bill No. 493 – AN ORDINANCE APPROVING AN AUDITING SERVICES AGREEMENT BETWEEN THE VILLAGE OF TWIN OAKS AND HOCHSCHILD, BLOOM & COMPANY LLP:** First reading of Bill No. 493 was read. Discussion ensued. Trustee Whitmore motioned to approve Bill No. 493 as submitted, seconded by Trustee Graves and the motion passed 5-0 as follows: Trustee Eisenhauer-yea, Trustee Slama-yea, Graves-yea, Fortune-yea, and Whitmore-yea. Chairman Slama stated that Bill No. 493 being duly passed now becomes Ordinance No. 474.

**Bill No. 494 – AN ORDINANCE AMENDING CHAPTER 515 RELATING TO EXCAVATIONS, GRADING, AND FILL AND AMENDING SECTION 400.255 RELATING TO DRIVEWAY REQUIREMENTS:** First reading of Bill No. 494 was read. Discussion ensued. Trustee Whitmore motioned to approve Bill No. 494 as submitted, seconded by Trustee Graves and the motion the motion passed 5-0 as follows: Trustee Eisenhauer-yea, Trustee Slama-yea, Graves-yea, Fortune-yea, and Whitmore-yea. Chairman Slama stated that Bill No. 494 being duly passed now becomes Ordinance No. 475.

**Bill No. 495 – AN ORDINANCE APPROVING A THIRD AMENDMENT TO THE LEASE FOR VILLAGE HALL AND AUTHORIZING THE CHIARMAN OF THE BOARD OF TRUSTEES TO EXECUTE SAME.** First reading of Bill No. 495 was read. Discussion ensued. Trustee Graves motioned to approve Bill No. 495 as submitted, seconded by Trustee Whitmore and the motion passed 5-0 as follows: Trustee Eisenhauer-yea, Trustee Slama-yea, Graves-yea, Fortune-yea, and Whitmore-yea. Chairman Slama stated that Bill No. 495 being duly passed now becomes Ordinance No. 476.

## SPECIAL DISCUSSION

**Village Hall – Functions of Committees:** Chairman Slama explained the structures of the various Committees. He stated that he would prefer all comments or suggestions regarding the new Government Center funnel through Trustee Fortune to keep the communication clear to the architect. He stated that he was hoping for a first public hearing in March.

Trustee Fortune stated that even though specific people were assigned to certain committees, all input was appreciated. He stated that the sub-committees could then take all suggestions into consideration before making their recommendations to the architect.

Chairman Slama stated that the Finance Committee had decided to work with Joy Howard, a registered advisor and Shannon Creighton of Gilmore and Bell for bond counsel. He stated that the Finance Committee was not ready to move on a recommendation without going through the financial audit first. He stated after this happened, an appropriate plan could be formed. He stated that the audit would take about 30 days. Discussion ensued.

Trustee Fortune suggested forming a list of "talking points" for the residents once everyone was on board with the new construction.

Chairman Slama stated that the income interruption insurance coverage had been adjusted.

**Landscape Consultant:** Chairman Slama stated that the Tree Board had met with two Landscape Architects and recommended hiring Mary Deweese d/b/a Acorn. He stated he would like to assign the intersection as her first project. He stated that he would also like her to do a plant audit and maintenance schedule for public works.

**Suspension of tax on Franchise Fees:** Chairman Slama asked the Board to consider suspension of the franchise fees for Charter and AT & T. He stated that they bring in about \$8000 per year. He added that just like gross receipts taxes, he did not like to impose extra taxes on the residents. Discussion ensued.

**St. Louis County Municipal League's Sales Tax Position:** Chairman Slama updated the Board regarding the St. Louis County Municipal League's approval of a sales tax resolution that could mean a net of \$41,000 for the Village. Discussion ensued.

**Attorney's Report:** There was no report from Attorney Rost.

**Chairman and Trustee Comments:** Trustee Whitmore stated he was pleased that the flags were flying freely on the AT & T poles. He also mentioned that Ameren was replacing streetlights that could save the Village about 10% in costs.

#### CITIZEN COMMENTS

There were no citizens in attendance.

#### ADJOURNMENT

There being no further business, Trustee Eisenhauer motioned to adjourn the regular meeting at 8:30 p.m., seconded by Trustee Graves and the motion passed with the unanimous consent of the Board of those present.

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

Date of Approval: February 17, 2016

ATTEST:

  
Kathy A. Runge  
Village Administrator/Clerk

  
Ray Slama, Chairman  
Board of Trustees