

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, JANUARY 20, 2016**

The regular meeting was called to order at 7:00 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: Trustee Whitmore requested the Village Office Lease be added to the agenda for discussion. Chairman Slama stated it would be added as item “b” under New Business. Trustee Whitmore made a motion to approve the agenda as amended, seconded by Trustee Graves. 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 Regular Meeting Minutes of December 29, 2015, Executive Minutes of December 2, 2015, Bills for Approval, and Credit Card purchases, seconded by Trustee Eisenhauer. Motion passed with the unanimous consent of the Board of those present. Trustee Whitmore abstained from the Meeting Minutes.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Park Report: Trustee Fortune stated that the January Park Committee meeting was cancelled.

Financial Reports: Jeff Blume, Financial Advisor, reviewed the Financial Statements for the months of November and December, 2015. The Board accepted the Financial Statements as submitted.

2016 Final Budget Review: The Board accepted the final Budget as submitted.

NEW BUSINESS

Audit Contract: The Board discussed the advantages of staying with the same audit firm. Since there was no statutory requirement requiring a change in audit firms, the Board directed Attorney Rost to prepare an ordinance for the next Board meeting.

Office Lease: The Board discussed extending the current office lease for the next twenty-four months ending February 28, 2018. Since there was no objection from the Board, they directed Attorney Rost to prepare an ordinance for the next Board meeting.

SPECIAL DISCUSSION

Village Hall:

Archimages Conceptual: The Board reviewed the conceptual drawings and building summary submitted by Archimages. The summary showed the building exceeded DESCO's 5,000 sq. ft. requirement. Discussion ensued. Chairman Slama stated that the Village would be pursuing a variance from DESCO.

Financial Committee Update: Chairman Slama updated the Board regarding the recent meeting of the Financial Committee. Their suggestions were as follows: 1) Board should finance 100% cost of project 2) Include in estimated cost \$400,000 for sidewalks as proposed by BFA 3) Village retain 80% of the debt note in reserves 4) Create an RFP for the Bell property. Board of Trustees to determine if responses are appropriate. 5) Review income interruption insurance. Discussion ensued. Chairman Slama stated he would put the recommendations from the Finance Committee in a better format.

Financial Advisor, Jeff Blume, stated that the interruption insurance had not been updated for a few years and was lacking proper coverage. He stated he would be contacting the Village's insurance carrier, C J Thomas, to get this adjusted going forward. He stated that the Finance Committee would be taking the next steps which would be to meet with Joy Howard of WM Financial Strategies and Shannon Creighton of Gilmore and Bell.

Attorney's Report:

Autumn Leaf Fence Line Properties: Attorney Rost stated that the Autumn Leaf Village property (between the resident properties and the church property), deeded to the Village in 1992, was not showing on the County's parcel finder. He stated that since the Village was in possession of the original quit-claim deed, it could be something as simple as going to the County and straightening it out. He stated he would research and get back to the Board.

Chairman and Trustee Comments: Trustee Graves stated that there was some land clearing on the south side of Crescent. He stated they were generating a lot of dirt on the street and could be damaging the road. Discussion ensued. Administrator Runge stated she would look into it.

CITIZEN COMMENTS

Resident Heitzmann, 1318 Boly Lane, thanked the Board for the new radar signs. He asked if the Board would consider another sign on the west side of Boly. He also felt the current radar sign should be closer to Big Bend. He then asked if the Board would reconsider parking on both sides of the street. Trustee Fortune agreed to look into the placement of the radar signs.

ADJOURNMENT

There being no further business, Trustee Fortune motioned to adjourn the regular meeting at 8:40 p.m., seconded by Trustee Eisenhauer 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 3, 2016

ATTEST:

Kathy A. Runge
Kathy A. Runge
Village Administrator/Clerk

Ray Slama
Ray Slama, Chairman
Board of Trustees