

PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, JANUARY 7, 2015 – 6:30 PM
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #469 Ordinance #448 Resolution #102)

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 December 3, 2014
 - b. Bills Paid List – December 4, 2014 to January 7, 2015
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police Report – Officer Maxwell
8. OLD BUSINESS
 - a. Use Tax
 - b. Teleconferencing
 - c. 2015 Fireworks
9. NEW BUSINESS
 - a. Bill No. 466: An Ordinance Approving a Proposal by BFA, Inc. For Design Plans Related to Stream/Drainage Stabilization in a Portion of Twin Oaks Park:
 - b. Bill No. 467: An Ordinance Approving a Professional Services Agreement by and Between the Village and Its Counsel, Robert L. Hartzog, Jr.:
 - c. Bill No. 468: An Ordinance Setting an Election on April 7, 2015, for the Qualified Voters of the Village of Twin Oaks, St. Louis County Missouri, to Decide Whether to Forego Annual Municipal Elections for Six Years if the Number of Candidates Filing Equal the Number of Seats Up For Election in Accordance With Section 115.124 RSMo.:
10. SPECIAL DISCUSSION
 - a. Planter Box Repairs
 - b. Village Clerk Report
 - c. Village Attorney’s Report
 - d. 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: January 6, 2015; 3:00 pm

The Board of Trustees of the Village of Twin Oaks, Missouri, may, as part of a workshop session or regular or special Board of Trustees meeting, hold a closed session to discuss legal actions, causes of legal action or litigation, leasing, purchasing or sale of real estate, hiring, firing, disciplinary action, promotion of personnel or employee labor relations pursuant to RSMo Section 610.021 (1), (2), and or (3).

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, JANUARY 7, 2015**

The meeting was called to order at 6:32 pm in the Board Room of the Village Office. Roll Call was taken:

| | | |
|-----------|---------------------------------|--------------------|
| Trustees: | Dennis Whitmore, Chairman – yea | Russ Fortune – yea |
| | Jeff Graves – yea | Ray Slama – absent |
| | 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 that Business Licenses be added to the agenda under Special Discussion and then requested a motion to approve the agenda. Trustee Graves motioned to approve the agenda as amended, 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. Village Clerk Runge stated that she added a payment to the Bills List for Hendel Lawncare for \$9,200 for the 2014 leaf pick up. Chairman Whitmore questioned if the payment to Brain Mill had been withheld. Village Clerk Runge stated that the check was voided because it was dated in 2014. Trustee Fortune motioned to approve the Meeting Minutes of December 3, 2014 and Bills Paid List as of December 4, 2014 to January 7, 2015, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present.

CITIZEN COMMENTS

No citizen comments.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Police Report: Officer Maxwell provided the December, 2014 reports for the Board's review. No comments or discussion ensued regarding the report.

Body Cameras: The Board discussed body camera's that they heard St. Louis County Police are looking into. Sgt. Warner, who was also in attendance, stated that St. Louis County is still in the beginning stages of researching body camera's and when he gets firm

information he would relay to the Board but advised this could be a year or two before it is put in place.

Barking Dogs: Village Clerk Runge stated that she received a complaint about a barking dog and asked Officer Maxwell and Sgt. Warner what procedure would need to be taken to resolve this issue. Both Officer Maxwell and Sgt. Warner stated that the witness would need to be willing to testify in court before a ticket could be written. Discussion ensued. The Board recommended Village Clerk Runge write a letter to the owners of the barking dog to see if this could be resolved.

OLD BUSINESS

Use Tax: Attorney Hartzog stated that after researching and speaking with several other attorneys, he did not recommend the Board pursue adding the use tax issue to the ballot in April, 2015. Discussion ensued. The Board agreed to take the recommendation of Attorney Hartzog.

Teleconferencing: Attorney Hartzog stated he was asked by the Board to look into Trustees calling in for a Board Meeting. He stated that Trustee Young specifically questioned if she could call in to participate in a meeting when she is out of town due to work. Discussion ensued. The Board agreed that if a Trustee wanted to call in they could, however not participate or vote unless it is an emergency as stated in the one-year Pilot Plan that was adopted by Resolution No. 98. Attorney Hartzog stated that he felt the way the Statue was written it encouraged public figures to attend meetings in person.

2015 Fireworks: Village Clerk Runge stated that she updated the Fireworks bid per the Board's direction to add the display shall be a 20 minute program not to exceed \$20,000. She also added that the bidder can submit two options: Option 1: 20 minute soundtrack or Option 2: choreographed music. If the choreographed option is chosen, to state if the quantity of shells fired will change. Trustee Fortune requested that within the bid it states the production must be ready to go no later than 6:00 pm the day of the event. Village Clerk Runge questioned if a bid bond should also be required and the Board agreed it should. Village Clerk Runge stated that the bid was set up to be published on January 5th and bids were due on January 20th. The Board agreed that this was not enough time for a company to submit a bid and requested that they are given until February 2, 2015. Attorney Hartzog directed Assistant Village Clerk to cancel the Notice to Bid in the newspaper and resubmit a new one.

NEW BUSINESS

Bill No. 466: An Ordinance Approving a Proposal by BFA, Inc. for Design Plans Related to Stream/Drainage Stabilization in a Portion of Twin Oaks Park: First reading of Bill No. 466 was read. Trustee Fortune stated that this would allow BFA to do a study to design and prepare bid specifications for a creek restoration in the park. Discussion ensued. Second reading of Bill No. 466 was read. Trustee Fortune motioned to approve Bill No. 466 as submitted, seconded by Trustee Graves and the motion passed 4-0 as follows: Trustees Fortune-yea, Graves-yea, Slama-absent, Young-yea and Whitmore-

yea. Chairman Whitmore stated that Bill No. 466 being duly passed on January 7, 2015 now becomes Ordinance No. 448.

Bill No. 467: An Ordinance Approving a Professional Services Agreement by and Between the Village and its Counsel, Robert L. Hartzog Jr.: First reading of Bill No. 467 was read. Discussion ensued. Second reading of Bill No. 467 was read. Trustee Fortune motioned to approve Bill No. 467 as submitted, seconded by Trustee Young and the motion passed 4-0 as follows: Trustees Graves-yea, Slama-absent, Fortune-yea, Whitmore-yea and Young-yea. Chairman Whitmore stated that Bill No. 467 being duly passed on January 7, 2015 now becomes Ordinance No. 449.

Bill No. 468: An Ordinance Setting an Election on April 7, 2015, for the Qualified Voters of the Village of Twin Oaks, St. Louis County Missouri, to Decide Whether to Forego Annual Municipal Elections for Six Years if the Number of Candidates Filing Equal the Number of Seats Up for Election in Accordance With Section 115.124 RSMo.: First reading of Bill No. 468 was read. It was stated that this ballot measure could inhibit a voter's right to vote. Discussion ensued. Second reading of Bill No. 468 was read. Trustee Graves motioned to approve Bill No. 468 as submitted, seconded by Chairman Whitmore and the motion failed 2-2 as follows: Trustees Slama-absent, Whitmore-yea, Young-nay, Graves-yea and Fortune-nay. Chairman Whitmore stated that Bill No. 468 failed due to a lack of majority.

SPECIAL DISCUSSION

Planter Box Repairs: Village Clerk Runge stated that a bid was received from Sohn Enterprises to repair the north side planter box at Hwy 141 and Big Bend. It was discussed that this issue has been going on for 3 years and had previously gone out to bid two different times and they received bids that were not feasible. The original bid included both the north and south sides, but due to budget restraints for 2015, Trustee Fortune and Village Clerk Runge felt it would be better to do the north side this year and budget for the remainder in 2016. Discussion ensued. Trustee Fortune motioned to approve the bid from Sohn Enterprises, LLC in the amount of \$10,795.00, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present. The Board requested an ordinance be prepared for the next Board meeting for final approval.

Business Licenses: Chairman Whitmore stated that Jeff Blume, Financial Advisor had previously stated that our business license fees were very low and that the Board may want to review the fees. Discussion ensued. The Board agreed to remain business friendly and not raise the rates at this time.

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

- **Planter Boxes:** Discussed during meeting.
- **Comfort Station Reimbursement:** The reimbursement of \$151,458 for the Comfort Station Grant was received in December.

- **Autumn Leaf:** This project is in limbo until spring. We are still waiting for the contract to be signed by Boling and his signature on a letter stating they would hold the pricing for us.
- **IT:** The hardware has been purchased and has been set up on all the laptops. Brain Mill has completed 60% of the migration. They hope to have the PCs in place by Friday of this week. Trustee Fortune stated that if a completion date has not been given that Village Clerk Runge needed to contact them.
- **Lights for Golden Oak:** We are again exploring the solar lighting option. We were able to find light standards similar to our current Ameren standards but where the solar panels are not visible. The cost for two would be around \$1600, less than the \$10,000 we budgeted.
- **RTF Grant:** Patrick Worzer is working on the Recreational Trails Package to submit. This is the one we bypassed last year after deciding to go with the Land and Water Conservation Fund Grant. Patrick seems to think we are a good candidate to receive funds. He is basically submitting the same plan that we submitted for the parks grant but adding the scope of interacting trails that we received from BFA a few years back.
- **Trash Schedule:** Dan Hannah with Waste Management and I exchanged e-mails last Friday regarding the pickup changes we requested. He told me he was "still working on it".
- **Mowing Bid:** The mowing bid will be available for pickup on Friday, January 9th, with opening on January 27th. We are only sending out to a select list of contractors who understand the unique mowing standards included in the package.
- **Fireworks Bid:** Discussed during meeting.
- **TOPC Grading Request:** Village Clerk Runge stated she received information from the Athletic Director of Twin Oaks Presbyterian Church that they would be working on their soccer field this spring and summer and would be shut down. Village Clerk Runge forwarded BFA's recommendations which informed the Director that permits would be required if grading was involved and possibly MSD would need to be contacted. Village Clerk Runge stated she has not heard back from anyone at the Church regarding this matter. The Board requested that a meeting be set up with Mark Hawkins with the Church.

Attorney's Report: No report was given.

Chairman and Trustee Comments: No comments were made.

FINAL CITIZEN COMMENTS

No final citizen comments.

ACTION ITEM LIST

No updates were discussed.

MOVE TO EXECUTIVE SESSION

Trustee Fortune motioned to go into Executive Session at 8:12 p.m. to discuss matters pursuant to Section 610.021 {3}, seconded by Trustee Graves. Motion passed 4-0 as follows: Trustees Whitmore-yea, Slama-absent Graves-yea, Young-yea, and Fortune-yea.

ADJOURNMENT

There being no further business, Trustee Young motioned to adjourn the regular meeting at 8:38 pm, seconded by Trustee Graves. 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: January 21, 2015

ATTEST:

Kathy A. Runge
Kathy A. Runge
Village Clerk

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