

**PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, NOVEMBER 19, 2014 – 6:30 PM
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #463 Ordinance #445 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 November 5, 2014
 - b. Budget Workshop Minutes of October 29, 2014
 - c. Budget Workshop Minutes of November 12, 2014
 - d. Bills Paid List – November 5 through November 19, 2014
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Park Report – Lisa Eisenhauer, Park Chair
 - b. October Financial Reports – Jeff Blume, Financial Advisor
8. OLD BUSINESS
 - a. Autumn Leaf Runoff
 - b. IT Contract Update
9. NEW BUSINESS
 - a. Resolution No. 101: A Resolution of Support and Participation in the All-Hazard Mitigation Plan Update:
10. SPECIAL DISCUSSION
 - a. Election Law Changes
 - b. Condominium Street Signs
 - c. Donation Policy
 - d. Village Clerk Report
 - e. Village Attorney’s Report
 - f. 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: November 18, 2014; 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, NOVEMBER 19, 2014**

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 |
| | Jeff Graves – yea | Ray Slama – yea |
| | Mary Young – absent | |

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 Slama 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 of November 5, 2014: Trustee Slama motioned to approve the Meeting Minutes of November 5, 2014, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present. Trustee Fortune – abstained.

Budget Workshop Minutes of October 29, 2014: Trustee Fortune motioned to approve the Budget Workshop Minutes of October 29, 2014, seconded by Trustee Graves and motion passed with the unanimous consent of the Board of those present. Trustee Slama – abstained.

Budget Workshop Minutes of November 12, 2014: Trustee Graves motioned to approve the Budget Workshop Minutes of November 12, 2014, seconded by Trustee Fortune and motion passed with the unanimous consent of the Board of those present.

Bills Paid List – November 5 through November 19, 2014: Trustee Fortune motioned to approve the Bills Paid List – November 5 through November 19, 2014, seconded by Trustee Slama and motioned passed with the unanimous consent of the Board of those present.

CITIZEN COMMENTS

Crescent Road - Two Way Road: Valley Park residents, Don and Jessica Marietta, 833 Crescent Ridge, Ed and Connie Walker, 1025 Hidden Ridge Trail, Jenn Vanelli, 837 Crescent Ridge and Laura Richardson, 784 Treetop Ridge were in attendance. Mrs. Walker stated that she and the other residents in attendance were requesting that the Village consider returning Crescent Road to a two way road. It was discussed that Crescent Road used to be a two way road before the expansion of Hwy 141. The Board advised the residents that when construction was being done to expand Hwy 141, drivers were using Crescent Road as a cut through road and since the road could not handle the amount of traffic, the Village changed it to a one way road. Discussion ensued. Chairman Whitmore stated that the Village would look into their request and would ask for a legal opinion. The residents stated if the road could not be changed to two lanes, would the Village consider looking into identification stickers for only local residents.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Park Report: Lisa Eisenhauer, Park Chair, stated that the Park Committee met on Thursday, November 13th and discussed the following:

- Finalizing the dates for 4 summer events in 2015
- Still looking for bands to play at the events
- Requested the Village Office contact Greenscapes to design a drawing for the rose garden.
- Chairman Whitmore asked Park Chair Eisenhauer if she could send him the picture of the rose garden that she had.
- Donation Policy: Park Chair Eisenhauer stated that the Committee was asked to accept a specific donation and they realized that there was not a policy in place for them to accept donations. Even though donations had been accepted in the past for memorial type items, the Board of Trustees were the ones that approved these items. Discussion ensued. The Board requested that Attorney Hartzog research the current donation policy.

October Financial Reports: Financial Advisor, Jeff Blume reviewed the October financials with the Board. Discussion ensued.

OLD BUSINESS

Autumn Leaf Runoff: Village Clerk Runge stated that she received pictures from Ray Frankenberg with BFA for a temporary fix for the residents at 1448 and 1554 Autumn Leaf Drive until the work is completed in March 2015. Mr. Frankenberg had also advised that this temporary fix could be used as a permanent solution for the residents. The Board reviewed the pictures and discussion ensued. It was the consensus of the Board that the Village should not be obligated to pay for the temporary fix and that it should be the homeowner's responsibility.

IT Contract Update: Trustee Fortune stated that a meeting was held with Brian Mehl, The Brain Mill, Inc. to finalize the IT Contract. The final cost for the hardware is \$10,745

and monthly support and software licenses will be \$700. Village Clerk Runge stated that Ordinance No. 443 will need to be amended with the new pricing. Attorney Hartzog agreed and stated he would prepare an ordinance for the next Board meeting.

NEW BUSINESS

Resolution No. 101: A Resolution of Support and Participation in the All-Hazard Mitigation Plan Update: Resolution No. 101 was read by title. Assistant Clerk Ratliff stated that in order to receive FEMA assistance in case of a disaster, the Village needs to have in the books that they are participants of the All-Hazard Mitigation Plan. It was also stated that East West Gateway was in the process of working on a 5 year plan that the Village would also need to adopt when it is available from East West Gateway. Discussion ensued. Resolution No. 101 was read a second time. Trustee Graves motion to approve Resolution No. 101, seconded by Trustee Slama and motion passed 4-0 as follows: Trustees Whitmore-yea, Slama-yea, Graves-yea, Fortune-yea and Young-absent.

SPECIAL DISCUSSION

Election Law Changes: Attorney Hartzog stated that there were numerous election law changes that will affect the Village Election in April 2015. One major change is municipalities with a population under 1,000 would have the option of not holding elections when the number of filed candidates equals the number of positions available. Attorney Hartzog stated that with this provision, cities must first receive voter approval. Trustee Fortune motioned to move forward with putting this issue on the April 2015 ballot, seconded by Trustee Slama and motion passed with the unanimous consent of the Board of those present.

Condominium Street Signs: Chairman Whitmore stated that the Condominium Board informed him they would like to change all the metal poles in the Condo's to wood at no expense to the Village. The Board found no objection but did discuss that an agreement should be written up and signed by both the Board of Trustees and Condominium Board stating that they would be responsible for upkeep and repairs of the wooden poles. Attorney Hartzog agreed and stated he would prepare the agreement.

Donation Policy: Discussed during Park Committee Report.

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

- **Road Repairs/Striping:** Village Clerk Runge updated her report to say that the striping would be delayed until spring, 2015.
- **Planter Boxes:** Spoke with Dave Woodruff of Bacchus. He does not have experience working with MODOT. Village Clerk Runge offered to send his bid to the contact she has to see if there would be a problem doing the job.
- **Comfort Station Reimbursement:** Still waiting for approval and the reimbursement.

- **Municipal Park Grant Round 15:** This was completed and submitted on October 31, 2014. Patrick Worzer contacted Village Clerk Runge about applying for the DNR grant this year (we missed this last year because we opted to go with the Land and Water Conservation Grant instead). Since we do not have much hope in receiving the park grant funds this year, this may be an option.
- **Village Citizen Committee:** The Committee is meeting Monday, November 24th. The Board requested that Village Clerk Runge send out a reminder to the Committee.
- **Curb Assessment:** An estimate was received from BFA to do an assessment of the curbing. The cost for the study is \$2000. BFA was told to only include curbs that are in dire condition. We are looking specifically at completing the condo curb repairs, east side of Boly Lane, and portions of Golden Oak. After receiving the quote, Village Clerk Runge recommended to the Board to do our own assessment on the curbing since we know our problem areas in the Village. The Board agreed and Trustee Fortune volunteered to help John Williams, Maintenance, with the assessment.

Attorney's Report: No report was given.

Chairman and Trustee Comments:

- **Lighting at Big Bend Square:** Trustee Fortune stated that the row of parking lot lights were out along Big Bend Road and asked Village Staff to contact Hutkin Development because he felt this was safety issue.
- **Use Tax:** Trustee Slama stated that starting in 2016 municipalities that do not have a use tax will not be able to collect the tax on vehicles that are purchased out of state. Discussion ensued. The Board requested that Attorney Hartzog research this and report back to the Board so a decision could be made if this should be on the April 2015 ballot.

FINAL CITIZEN COMMENTS

No final citizen comments.

ACTION ITEM LIST

No updates were discussed.

ADJOURNMENT

There being no further business, Trustee Fortune motioned to adjourn the regular meeting at 8:09 pm, seconded by Trustee Graves. Motion passed with the unanimous consent of the Board of those present.

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

Date of Approval: December 3, 2014

ATTEST:

Kathy A. Runge
Kathy A. Runge
Village Clerk

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