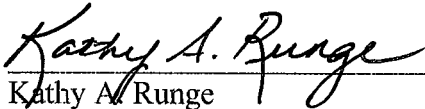


**VILLAGE OF TWIN OAKS - NOTICE OF WORKSHOP MEETING  
BOARD OF TRUSTEES  
WEDNESDAY, NOVEMBER 04, 2015 – 6:00 PM  
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021**

*(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. Village Clerk Report
2. Village Hall Timeline
  - a. Finance Committee
  - b. Appraisal – 50-52 Crescent Ave
3. Code Review
  - a. Driveway/Excavation
4. Adjournment

  
Kathy A. Runge  
Village Clerk/Controller

POSTED: November 3, 2015; 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, NOVEMBER 4, 2015**

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 – absent   Jeff Graves – yea  
                  Dennis Whitmore – yea

Also Present: Paul Rost, Village Attorney  
                  Kathy A. Runge, Village Clerk/Controller  
                  Sharon Ratliff, Assistant Village Clerk

**VILLAGE CLERK REPORT**

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

- **Creek Restoration/Church Detention Basin:** BFA will be submitting information to MSD for a Concept Plan Review for modifications to the storm structure in the Church's detention basin. They believe MSD will allow this as long as they can show that it won't cause flooding and since there is really no land disturbance associated. For the work in the stream and woods itself, they have been gathering cost information for similar projects that have been done locally (there is a good example at Country Day School).
- **Autumn Leaf Storm water issues:** Ray Frankenberg reviewed the erosion on the church side of the fence. He found that it was essentially unchanged from his inspection in September, 2013. He said topsoil loss is currently the only erosion damage he could see. He said that we may want a conceptual proposal and cost estimate for a Bio Swale on the Village's property between the Church and the residences. To proceed with this would be \$1500. Village Clerk Runge stated she got the impression from the open forum that the residents did not like that idea.
- **1586 Autumn Leaf Drainage Issues:** BFA shot some topo field work along the pavement and gutter in this area. They also located some adjacent possibilities that could also be sending extra water. They are waiting for a real rain event so they can review the area during that time.
- **Woodland Oaks/Curb Repairs:** Contractor was preparing the final panel replacement for the pour on Woodland Oaks on Monday. Pour should be on Tuesday. The first group of slabs were poured last Thursday, so they should be opened for the weekend. They have started forming the curbs. Boly is scheduled to be poured first. All the other curb areas have been saw cut but not formed. I

also approved a change order to do an extra 50 feet of concrete on Golden Oak that had deteriorated over the winter.

- **Sidewalks:** BFA walked the neighborhood for possible sidewalk routes and believe they can recommend one that would be the best route. However, they are still working on putting together better cost estimates such as retaining walls for both cut and fill areas, possible utility relocations, driveway repairs, etc. Village Clerk Runge stated she was told this would be a bit tedious and could take more time. We will be writing up a report document for me to review.
- **Radar Signs:** Additional radar sign for Crescent Avenue and two additional batteries have been ordered. This will give us an extra week of life for each sign (currently the batteries need to be changed out weekly). Also, it will be good to have extra batteries in case one battery would fail. *The Board questioned if there was an updated report on the data collected. Village Clerk Runge stated that Trustee Fortune had not run the latest report before leaving on vacation and that he still needed to review the process with John, Maintenance. Trustee Whitmore stated he would like to be shown how the data is collected when Trustee Fortune returns.*
- **Architect Contract:** Met with Paul Rost and Archimages on Tuesday to iron out the AIA/architectural contract. We could have a final contract as early as next week. Archimages is ready to begin the planning as soon as we are ready. *Trustee Whitmore questioned if the Village should set up a public meeting to get input from the residents. Chairman Slama stated that the Village is not at the point of having public meetings until more data is collected.*

### VILLAGE HALL TIMELINE

**Finance Committee:** Chairman Slama stated that as soon as the contract with Archimages is approved, meetings with the Financial Committee should begin.

**Appraisal:** Attorney Rost stated an appraisal has been scheduled with Miller & Neff for \$495.00 for the property at 50-52 Crescent Ave.

### CODE REVIEW

The Board discussed the driveway, excavation and grading permit process. The Board requested that Attorney Rost review these sections of the Village code for further discussion.

### ADJOURNMENT

There being no further discussion, Trustee Eisenhower motioned to adjourn the Workshop Meeting at 6:57 pm, seconded by Trustee Graves and 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: 11-18-2015

ATTEST:

Kathy A. Runge  
Kathy A. Runge,  
Village Clerk/Controller

Ray Stama  
Ray Stama, Chairman  
Board of Trustees