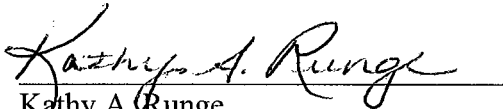


**SPECIAL WORKSHOP MEETING – TENTATIVE AGENDA  
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES  
MONDAY, OCTOBER 12, 2015 – 4:00 PM  
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021**

1. SPECIAL MEETING CALLED TO ORDER
2. ROLL CALL
3. NEW BUSINESS
  - a. Review of the Village Code
4. ADJOURNMENT

  
Kathy A. Runge  
Village Clerk/Controller

POSTED: October 8, 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 SPECIAL WORKSHOP MEETING OF THE BOARD OF  
TRUSTEES TWIN OAKS, ST. LOUIS COUNTY, MISSOURI  
MONDAY, OCTOBER 12, 2015**

The meeting was called to order at 4:15 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: Kathy Runge, Village Clerk/Controller

Permanent records are kept of all minutes.

**NEW BUSINESS**

**Review Title One of the Village Code:** The Board continued their review of Title One of the Village Code and requested the following changes be noted:

- **Section 125.040** - Items A and B were switched with A becoming B and A the last sentence of item 1. Numbers 2 – 7 became 1 – 6.
- **Section 125.050** - Paragraph A was edited. Paragraph B was removed.
- **Section 125.060** - Repealed.
- **Section 126** - Board requested the Tree Board chapter be reviewed by Mark Grueber for compliance.
- **Section 127** – No changes.
- **Section 130.040 (D, 5)** – Remove ‘by the Board of Trustees’, replace with “by the discretion of the Village Clerk/Controller”.
- **Section 130.040 (E, 2)** – Take out “permanent full-time employee”. Remove ‘more than 25 hours per week’ and replace with “no more than 1250 hours annually”.
- **Section 130.040 (E, 3)** – Flex Plan to be removed and a new section for PSA (Personal Spending Account) to be written by Clerk Runge and Trustee Fortune.
- **Section 130.040 (E, 6, a)** – Changed to read “The Village will establish the recognized holidays on an annual basis depending on the budget”.
- **Section 130.040 (E, 8)** – “Significant other” taken out. Add “or at the discretion of the Village Clerk/Controller”.
- **Section 130.070 (B)** – Delete ‘and evaluated annually on or near the employee’s anniversary date of employment’ to “annually at a date determined by the Village Clerk/Controller”.

**The following sections were discussed for possible changes:**

- **Section 125.010** – The Board discussed separating the Park Committee into two separate committees; Village Beautification Committee and Park Events Committee. After further discussion, it was decided to continue the Park Committee as it stood for another year.
- **Section 126.010** – The Village should hire a Community Forest Manager to serve with the Tree Board. The Tree Board could also serve as the Village Beautification Committee for landscaping outside the park and work with the Park Committee for landscaping within the park.
- **Section 130.040 (E, 3)** – The PSA will be prorated based on employee's hours from the year before and the amount given per year will be reviewed during the budget session.
- **Section 130.040 (E, 6, a)** – Allowing a floating holiday for part-time workers where the holiday falls on their day off to be determined after sending questionnaires to other clerks.
- **Section 130.060 (A, 1)** – Discussed compensating employees for a "travel day" when traveling outside the day of the conference or meeting. It was decided that compensated time off would be given instead of pay.

**ADJOURNMENT**

There being no further business, Trustee Eisenhower motioned to adjourn the special meeting at 6:15 pm, seconded by Trustee Fortune and the motion passed with the unanimous consent of the Board of those present.

Drafted By: Kathy A. Runge  
Kathy A. Runge  
Village Clerk

Date of Approval: October 21, 2015

ATTEST:

Kathy A. Runge  
Kathy A. Runge  
Village Clerk

Ray Slama  
Ray Slama, Chairman  
Board of Trustees