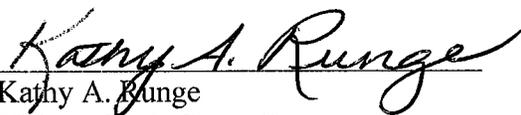


**SPECIAL WORKSHOP MEETING – TENTATIVE AGENDA
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES
MONDAY, OCTOBER 26, 2015 – 4:00 PM
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021**

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 23, 2015, 12:30 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 26, 2015**

The meeting was called to order at 4:10 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: Sharon Ratliff, Assistant Village Clerk

Permanent records are kept of all minutes.

NEW BUSINESS

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

- **Section 131.020** – Add to Section A; at the end of #3. **“A list shall be presented to the Board of Trustees of all obsolete or unusable personal property of the Village whose original value was greater than \$250.00.”**
- **Section 131.030** – Should read as follows: Purchases of less than five thousand dollars (\$5,000.00) may be authorized by the Village Administrator/Clerk, **and the Board of Trustees shall be notified of each one in excess of \$250.00. Purchasing should follow best practices in ensuring competitive pricing.”**
- **Section 131.040** – Paragraph A should read as follows: “For purchases from five thousand dollars (\$5,000.00) to ten thousand dollars (\$10,000.00), the Village Administrator/Clerk, **or his or her designee**, shall solicit at least three (3) quotes for the item or items **which includes on-line or by hard copy.”**
- **Section 131.050** – Make the following changes to paragraph A; third line should read “ cause to be published **on the Village website and in the issue of the St. Louis edition of The Countian**, a notice inviting sealed bids; said notice shall be published at least ten (10) days prior to the date set for receipt for bids. Remove “via certified” from line 10. Paragraph D; The Board agreed to have Attorney Rost review the amounts listed under the insurance clause.
- **Section 131.060:** Add to the end of paragraph B; **“The Board of Trustees will be notified at its regular meeting.”** Paragraph D last sentence should read: “The Village Administrator/Clerk has the authority to join with any other governmental unit, **including U.S. Communities, Government Purchasing Alliance**, in cooperative purchasing when the best interests of the Village shall be served by such cooperative purchasing.”
- **Section 131.100:** Delete the following sentence from item C; “Credit limit shall not exceed seven thousand five hundred dollars (\$7,500.00) and no single purchase

is to exceed two thousand dollars (\$2,000.00).” The Board agreed to set a policy to raise the credit card limit to \$12,000.00 and no single purchases over \$5,000. The Board also requested that Village Staff look into getting a new credit card that will give cash back.

- **Section 205.010:** Definitions; HEALTH DEPARTMENT – should read as the following: “Any person, persons, departments or agencies authorized by the Village of Twin Oaks to enforce this Chapter or that otherwise possesses lawful jurisdiction over diseased animals.”
- **Section 205.020:** Paragraph C. Trustee Eisenhower is to look into verbiage to prevent feeding wildlife.
- **Section 205.060:** Remove from the second line; “railroad right-of-way”.
- **Section 205.080:** In line 4; remove “any officer of the Village” and replace with “the Code Enforcement Officer”.
- **Sections 205.130 thru 205.170:** Trustee Eisenhower is to discuss these sections with Attorney Rost regarding Health Department.

ADJOURNMENT

There being no further business, Trustee Fortune motioned to adjourn the special meeting at 6:00 pm, seconded by Trustee Graves and the motion passed with the unanimous consent of the Board of those present.

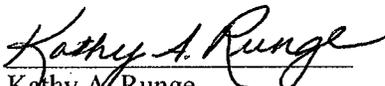
Drafted By:


Sharon Ratliff, CMC/MRCC
Assistant Village Clerk

Date of Approval:

November 4, 2015

ATTEST:


Kathy A. Runge
Village Clerk


Ray Slama, Chairman
Board of Trustees