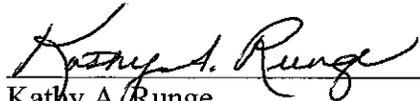


PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, SEPTEMBER 03, 2014 – 6:30 PM
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #456 Ordinance #437 Resolution #98)

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 August 20, 2014
 - b. Bills Paid List – August 21 through September 03, 2014
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police Report: Officer Mike Maxwell
8. OLD BUSINESS
 - a. Guidelines for Teleconferencing
 - b. Resolution for Statistical City
9. NEW BUSINESS
 - a. Bill No. 454 – An Ordinance Approving Amendment to Property Use Restrictions by Village as Third-Party Beneficiary:
10. SPECIAL DISCUSSION
 - a. Outside Propane Tanks
 - b. Traffic Engineering Study
 - c. Village Clerk Report
 - d. Village Attorney’s Report
 - e. 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: September 2, 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, SEPTEMBER 03, 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 – 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 item 10a) Outside Propane Tanks be moved prior to Citizen Discussion as a courtesy to Robert Wiegert, Associate General Counsel, representing Schnucks. Trustee Graves motioned to approve the agenda as amended, seconded by Trustee Young and motion passed with the unanimous consent of the Board.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda: Chairman Whitmore requested a motion to approve the consent agenda as submitted. Trustee Graves motioned to approve the Meeting Minutes of August 20, 2014 and Bills Paid List as of August 21 to September 03, 2014, seconded by Trustee Slama and motion passed with the consent of the Board.

Outside Propane Tanks: Mr. Wiegert approached the Board with a request to allow propane sales at the Twin Oaks Schnucks location. Mr. Wiegert stated that 90 of the 98 Schnucks stores have a program with AmeriGas that is regulated and they have never had an incident at any of the Schnucks locations as long as the tanks have been on the market. Chairman Whitmore stated that the Village has received requests from other businesses for propane tanks in the past and their request has always been declined. Discussion ensued. The Board requested Mr. Wiegert to submit a site drawing with detailed information as to location, size of cage, number of cages and protection. The Board discussed whether this request should be considered a conditional use request or should go to the Planning & Zoning Commission for review. The Board leaned towards keeping the propane requests as a conditional use so each case could be reviewed individually but no decision was made. Attorney Hartzog suggested we keep this subject on the agenda as an active item until a decision is made.

CITIZEN COMMENTS

Randy DuVall of 98 Crescent Avenue stated he noticed less tickets were written for Traffic Citations in the Police Report for August 2014 but understood that the St. Louis County Police were busy with the Ferguson incident for most of the month. Sgt. Warner, of St. Louis County Police, was in attendance and stated they still had a plan in place for monitoring traffic issues and will report their findings at the next Board meeting. Mr. DuVall stated N.B. West returned to clean the markings on his driveway from the paving project but is still waiting for their return to fix the area where the Nova Chip was not compacted properly. Mr. DuVall stated he now has weeds growing in that area. Village Clerk Runge stated she will contact Wes Theissen, BFA for an update. Mr. DuVall asked if the Village could restrict traffic on Crescent Road. Trustee Slama stated that Crescent Road is a public road and it would not be feasible to restrict traffic. Discussion ensued and no action was taken.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Police Report: Officer Maxwell provided the August 2014 reports for the Board's review. Trustee Graves questioned if Officer Maxwell was aware of the trespassers that have been in the Condominium pool several times in the last week. Officer Maxwell stated he was not aware of the situation and that someone would need to call the Police Department next time it occurs. Village Clerk Runge stated that it was brought to her attention that there have been random late night parties in the Park; propping the restroom doors open, trash and bottles being left. The Board requested Sgt. Warner to remind his Beat Officers to drive in the Park late at night. Chairman Whitmore asked if the Walgreen's Manager had been contacted to see if there was still an issue with pseudoephedrine sales in Twin Oaks. Officer Maxwell stated that he will contact him this week.

OLD BUSINESS

Guidelines for Teleconferencing: Village Clerk Runge stated that she met with Attorney Hartzog and Trustee Slama to review the questions that Attorney Hartzog presented the Board at the last meeting to consider before implementing a policy for teleconferencing. Trustee Slama reviewed the suggestions with the Board. The Board requested that a Resolution be provided for consideration at the next Board meeting. It was suggested that the Village Staff do a test run on videoconferencing. Trustee Young offered to assist.

Resolution for Statistical City: The Board discussed the draft Resolution that was presented at the last Board meeting. After further discussion, the Board unanimously agreed to table the Resolution indefinitely.

NEW BUSINESS

Bill No. 454 – An Ordinance Approving Amendment to Property Use Restrictions by Village as Third-Party Beneficiary: Attorney Hartzog stated that Bill No. 454 would need to be postponed. Trustee Slama motioned to postpone Bill No. 454, seconded by Trustee Graves and motion passed with the unanimous consent of the Board.

SPECIAL DISCUSSION

Traffic Engineering Study: Village Clerk Runge stated that Trustee Slama, Officer Maxwell and herself met with two representatives from Horner & Shifrin and discussed the traffic issues within the Village. Village Clerk Runge stated she received two proposals from Horner & Shifrin; Phase 1 - Roadway Safety Audit for Crescent Avenue/Crescent Road and Phase 2 - Roadway Safety Audit for Boly Lane/Autumn Leaf Drive. Each scope of service to be completed would be a sum of \$1,995.00 totaling \$3,990.00. Discussion ensued. Trustee Slama motioned to move forward on both Roadway Safety Audits with the condition that both Audits would be completed within three weeks. Trustee Fortune seconded the motion and the motion passed with the unanimous consent of the Board.

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

- **Road Repairs:** With the payments on this month's bills list, it leaves around \$10,000 outstanding. The striping is on hold until we get our report from the Traffic Engineer.
- **Bell Property Roof:** Village Clerk Runge stated that it was brought to her attention that Mrs. Bell's roof may need replacing before winter approaches. The Board agreed to have Village Clerk Runge get a professional bid on the roof and if it was within her spending limits to move forward with the roof replacement.
- **Planter Boxes:** Village Clerk Runge stated Maintenance Supervisor Buehler called three contractors and met with one contractor, Bacchus Construction, who was referred to us by another municipality. Bacchus stated that they would submit a bid. Trustee Fortune stated that if 2' of the dirt is removed, the planters could be re-caulked and a bolded angle could be placed for a temporary fix. The Board suggested other avenues for repair and asked Village Clerk Runge to contact accordingly.
- **Banners:** Village Clerk Runge stated it was her understanding that the Village would like to order banners for the intersection and asked if this was a staff decision or should a committee be formed? The Board agreed the Tree Board should take on this task.
- **Golden Oak Curbing:** Village Clerk Runge stated she looked at the curbing at the corner of Golden Oak and Crescent Avenue and found that there was actually no curbing left and felt that it should be repaired before winter. The Board agreed and requested Village Clerk Runge to get pricing for the repair and if it was within her spending limits to move forward repairing the curb.
- **Village Property Sub-Committee:** So far, four residents and one P & Z member have volunteered.
- **County Counsellor:** Multiple calls have been made to Joyce Kelly's Office. Village Clerk Runge stated she thought with all the happenings in Ferguson, other things are taking priority and she will keep trying to contact her.
- **St. Louis County Contract:** Village Clerk Runge stated Lt. Blake returned her call and advised he would be available anytime next week to meet with her and

Trustee Slama regarding the Police Contract. Trustee Slama stated he would be available anytime Thursday, September 11th.

- **Winter Preparedness:** Village Clerk Runge stated that Maintenance Supervisor Buehler and she attended a winter preparedness seminar last week put on by LTAP. She stated they brought back some ideas to put into play for the upcoming winter season.
- **Leaf Bids:** This item is around \$6,900.00 per year. Village Clerk Runge stated she is putting out a simple notification to bid within the next few days.

Attorney's Report: Attorney Hartzog stated that he received a call from BFA that the easement drawing for Autumn Leaf Drive had been completed and that the following items would need to be completed before an Ordinance was prepared for the Autumn Leaf driveway repairs.

1. Right of Agreement - Approved by the homeowners.
2. Exhibit A – Boling Agreement was completed.
3. Exhibit B – Working Easement was received.

Attorney Hartzog also stated that he was hoping to have the packages delivered to the homeowners by the end of this week. Chairman Whitmore asked what the final contract price was and Attorney Hartzog stated \$36,000.

Chairman and Trustee Comments:

Pickle Ball: Trustee Young stated she has found that Pickle Ball is a new and very social event and would like the Village to consider implementing this in the Park. She stated all that would be needed is to add lines to the tennis court. Chairman Whitmore stated that this would need to be endorsed by the Park Committee.

Condominium Meeting: Trustee Graves stated that having the Engineers at the Condominium Meeting to explain how the paving was completed and explanation of stormwater plans was very beneficial and would like to see the Engineers attend on a yearly basis.

Village Property Sub-Committee: Chairman Whitmore asked Village Clerk Runge if she received notice from anyone to volunteer for the Village Property Sub-Committee. Village Clerk Runge stated that the following have volunteered:

Dan Wheeler	Roger Loesche	April Milne
Tom Cobb	Neal Handler	Pat Kelley

It was the consensus of the Board that all volunteers be accepted to sit on the Village Property Sub-Committee. The Board requested that Village Clerk Runge notify the volunteers and find out their availability in the evenings to meet.

FINAL CITIZEN COMMENTS

No final citizen comments were made.

ACTION ITEM LIST

Items to Add:

1. Officer Maxwell to contact Walgreen's Manager regarding pseudoephedrine within the Village.
2. Office Staff to test videoconferencing.

ADJOURNMENT

There being no further business, Trustee Graves motioned to adjourn the regular meeting at 8:24 pm, seconded by Trustee Young and motion passed with the unanimous consent of the Board.

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

Date of Approval: 9-17-2014

ATTEST:

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

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