


**PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, DECEMBER 15, 2010 – 7:00 P.M.
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #338 Ordinance #324 Resolution #76)**

1. MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF CONSENT AGENDA
 - a. Meeting Minutes of December 01, 2010
 - b. Paid Bills as of November 25 to December 8, 2010
 - c. Financial Reports as of November 30, 2010
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police - Police Officer Chad Deakin
 - b. Planning & Zoning – Trustee Graves, Board Liaison
8. NEW BUSINESS
 - a. Bill No. 336 – An Ordinance Adopting an Annual Budget for the Village of Twin Oaks for the Year 2011:
 - b. Bill No. 337 – An Ordinance Authorizing the Village Administrator/Clerk to Enter into a Contract for the Approval of the Park Playground and Enhancement Project:
9. SPECIAL DISCUSSION
 - a. Discussion of Proposed Commercial Areas Strategic Plan & Implementation Program
 - b. Follow-up on Matters Previously Discussed
 - c. Village Administrator’s Report
 - d. Village Attorney’s Comments
 - e. Chairman and Trustee Comments
10. FINAL CITIZEN COMMENTS
11. ADJOURNMENT
12. EXECUTIVE SESSION

Pursuant to RSMo Section 610.021 {1, 2 & 3}



Kathleen Yahl, MMC/MPCC
Village Administrator/Clerk

POSTED 3:00 P.M., December 10, 2010

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 36 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, DECEMBER 15, 2010**

The meeting was called to order at 7:00 pm in the Board Room of the Village Office. Roll Call was taken.

Trustees: Paul Brockmann, Chairman–yea Karen Dresner–yea
 Jeff Graves–yea Ray Slama–yea
 Dennis Whitmore–absent

Also Present: Robert Hartzog, Village Attorney
 Kathy Yahl, Administrator/Clerk
 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 Brockmann requested that item 9a) be moved to Executive Session. Trustee Slama seconded the motion and motion passed with the unanimous consent of the Board. Trustee Dresner motioned to approve the agenda as amended, seconded by Trustee Slama and motion passed with the unanimous consent of the Board.

CONSENT AGENDA

Chairman Brockmann requested a motion for approval of the consent agenda. Trustee Slama motioned to approve Meeting Minutes of December 1, 2010, Paid Bills as of November 25 to December 8, 2010 and Financial Reports as of November 30, 2010, as submitted, seconded by Trustee Dresner and motion passed with the unanimous consent of the Board.

CITIZEN COMMENTS

No comments made.

REPORT OF COMMISIONS, COMMITTEES, & CONTRACTORS

Police Report - Officer Deakin reviewed the Activity Police Report, the Month by Month Report and Traffic Survey Report for the month of November, 2010.

Planning & Zoning Commission – Trustee Graves stated that the Members reviewed specific sections of the sign code that Administrator Yahl requested to be reviewed; recommended the commercial sign rates be increased and asked for an updated grid be set up for their next meeting on January 18, 2011.

NEW BUSINESS

Bill No. 336 – An Ordinance Adopting an Annual Budget for the Village of Twin Oaks for the Year 2011. First reading of Bill No. 336 was given. Chairman Brockmann explained that the proposed budget was updated and the amended budget for consideration was on the Board table. Ray gave some background on the budget summaries and funds expected for 2011. There being no further comments the second reading of Bill No. 336 was given. Trustee Slama motioned to adopt the budget as amended, second by Trustee Dresner. Roll call was taken and motion carried 4-0 as follows: Trustee Dresner–yea, Whitmore–absent, Graves–yea, Brockmann–yea, Slama–yea. Chairman Brockmann stated that Bill No. 336 being duly passed on December 15, 2010 now becomes Ordinance 324.

Bill No. 337 – An Ordinance Authorizing the Village Administrator/Clerk to Enter into a Contract for the Approval of the Park Playground and Enhancement Project. First reading of Bill No. 337 was given. Jay Wohlschlaeger of SWT Design gave the Board background regarding the bid opening and a summary of its results to include alternatives 1, 2 and 3. Administrator Yahl stated that as the bids came in lower than expected, the total cost of the project to include all 3 alternatives and including a 7% contingency was \$482,405 instead of \$507,806 as originally estimated. With no further comments or questions, second reading of Bill No. 337 was given. Chairman Brockmann requested a motion for the approval of Bill No. 337. Trustee Dresner motioned for approval, seconded by Trustee Slama. Roll call was taken and motion carried 4-0 as follows: Trustee Dresner–yea, Whitmore–absent, Graves–yea, Brockmann–yea, Slama–yea. Chairman Brockmann stated that Bill No. 337 being duly passed on December 15, 2010 now becomes Ordinance 325. The Board agreed to add to the next agenda an Ordinance showing the entire cost opinion of the project.

SPECIAL DISCUSSION

Village Administrator's Report: Administrator Yahl reported as follows:

1. At the last Planning and Zoning Commission Meeting, Member Connie Fortune told the Members she had to step down due to work conflicts, but asked if her husband, Russ Fortune, who would be retiring at the first of the year, could fulfill her term. Also, at the last Park Committee meeting, the Members voted to recommend that Russ Fortune be added as a Park Committee Member. Committee Chair, Lisa Eisenhauer confirmed this recommendation. Chairman Brockmann motioned to approve the appointment of Russ Fortune to both the Park Committee and the Planning and Zoning Commission to fulfill the vacant seats, seconded by Trustee Graves. Motion carried 4-0.
2. Asked if the Board felt a final leaf pick up was needed. All agreed 4-0 that it was not necessary. Administrator Yahl stated that having the leafs vacuumed 2 weeks in a row was a big help and suggested the Board keep that schedule in the future. The Board agreed 4-0 to keep the same schedule as used this year for 2011.

Sales Audit: Chairman Brockmann stated that although it was at the Board's request that Village staff work on a sales tax audit, he was uncomfortable in finding out at the end of the audit that 11 of the Village residents would have to pay additional funds because we have a higher tax rate than other municipalities. Chairman Brockmann stated that although Administrator Yahl recommended a one-time reimbursement to those residents affected and Village Attorney Hartzog's opinion was that legally, it could be done, he would rather see us put some of the funds collected to talking with our legislators to fix the Missouri Department of Revenue's antiquated computer system so that a street address would define what municipality a resident is in instead of the zip code. Trustee Slama felt that recovering \$9,870.37 of lost sales tax was worth continuing audits in the future, but agreed that the Missouri Department of Revenue's system needs to be addressed.

Chairman and Trustee Comments:

Chairman Brockmann asked Attorney Hartzog to create an ordinance for the next meeting regarding the County Boundary Adjustment.

MOVE TO EXECUTIVE SESSION

Chairman Brockmann motioned to go into Executive Session at 7:40 p.m. to hold a closed meeting to discuss legal matters pursuant to Section 610.021.1., seconded by Trustee Slama. Motion passed with the unanimous consent of the Board. Roll Call: Trustee Graves – yea, Brockmann - yea, Whitmore – absent, Dresner – yea and Slama - yea.

ADJOURNMENT

There being no further business, Chairman Brockmann motioned to adjourn the regular meeting at 8:37pm, seconded by Trustee Slama. Motion passed with the unanimous consent of the Board.

Drafted By: Kathleen G Yahl
Kathleen Yahl
Village Administrator/Clerk

Date of Approval: January 5, 2011

ATTEST:

Kathleen G Yahl
Kathleen Yahl, MPCC/MMC
Village Administrator/Clerk

Paul Brockmann
Paul Brockmann
Chairman, Board of Trustees