

REGULAR MEETING OF THE BOARD OF TRUSTEES
July 21, 2015

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday July 21, 2015, at Village Hall, One Missionary Ridge, Saint Louis MO, 63123. The following Trustees were present:

Kevin Kelso, Chairman
Pat Williams, Treasurer
Sue Ehrhardt, Village Clerk
Mark Kienstra, Public Works Commissioner-By Phone
Bob Bess, Building Commissioner

Also present were: Village Attorney, Rich Magee; Officer Chuck Weinman, St. Louis County Police and Jennifer Merritt, Secretary.

The meeting was called to order at 7:05 P.M. by Kevin Kelso.

PLEDGE OF ALLEGIANCE

ROLL CALL

Sue Ehrhardt conducted roll call. All trustees present. Mark Kienstra was present by phone. Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING – June 16, 2015

- Bob Bess motioned, seconded by Pat Williams, to approve June 16, 2015, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER'S REPORT - PAT WILLIAMS

- Beginning Balance \$567,091.21, Receipts \$31,592.55, Disbursements \$24,820.55, Ending \$573,863.21.
- Received a rental income check from Vertical Bridge for the cell tower.
- Bob Bess motioned, seconded by Sue Ehrhardt, to approve the June Treasurer's Report as stated. On voice vote, the motion unanimously passed.
- July Disbursements \$18,104.99
 - Check to Sarah Johnson (resident) for cleaning the Village Hall. Sarah is doing a great job
 - Check to Sue Ehrhardt for reimbursement of postage.
 - Check to Pat Williams for reimbursement of office supplies
 - Check to Kevin Kelso for ATT set up fees reimbursement.
 - Check to Commerce Bank for safety deposit box renewal
- Bob Bess motioned, seconded by Sue Ehrhardt, to approve the July disbursements. On voice vote, the motion unanimously passed.
- Copies of the Treasurer's report and the 2016 Budget, and a Profit and Loss Budget to Actual statement is at the table for anyone to pick up copies. The Profit and Loss to Actual statement will be gone over by the accountant, John Nanos, in detail once the yearly review is completed.

VILLAGE CLERK – SUE EHRHARDT

- Business Licenses
 - 6 Business Licenses were issued. There are a couple that are in process and they should be completed by the end of July. It appears that anyone who should have a business license will.
- Sunshine Request
 - A Sunshine Law Request came in from Better Together. Sue Ehrhardt estimated the time it would take to fulfill the request and sent back an acknowledgement of the request and the cost of gathering the information with a request for a check for that amount.
 - A check came in and work began on the request. The request should be completed by the end of the week.
 - If there are items that will be submitted at a later date, it is fine as long as it is communicated in writing.
- Postage fees were from the Community Development Block Grant application for 2016 and the police contact.
- Had three requests for auto sticker replacements.
- Deposit/Investment Public Funds Seminar
 - Pat Williams still needs to check on the Bond for Jennifer Merritt.
- Municipal Procedures seminar
 - Sue Ehrhardt attended the seminar and learned that attending a meeting by phone is allowed if the board member is unable to attend in person, but they are not allowed to vote on any issues requiring roll call voting.
 - The roll call vote results from the prior meeting still stand since those votes were unanimous.

BUILDING COMMISSIONER - BOB BESS

- Lots of construction going on in the Village
- Plans need to be signed for the County
- The permit fees increase is appropriate
- Good job on the pool and forest issue, should be taking care of that tomorrow

PUBLIC WORKS - MARK KIENSTRA

- Currently out of town, so tabling the public works report until next month

CHAIRMAN - KEVIN KELSO

OFFICER CHUCK WIENMAN - POLICE OFFICER REPORT

- One minor auto accident
- One accidental burglar alarm
- One disturbance between friends - report written
- Problem around Saint Louis is people checking door handles of cars to see which ones are unlocked and taking belongings out of the vehicles. Please make sure the vehicles are locked and possessions are not in the vehicle or out of site.

SHED/OUTBUILDING ORDINANCE

- Had a meeting set up for the shed/outbuildings, only one resident showed up because of miscommunication and scheduling conflicts. The Board would like to get the input of the residents to put the guidelines together. If interested let Kevin Kelso know.

PERMIT FEES

- Sue came up with a sliding scale for the permit fees. The trustees will look at it and Rich Magee will prepare an ordinance for the August meeting. The fourteen days decision time is to protect both the Building Commissioner and the resident.

CELL TOWER

- Vertical Bridge would like to take the tower down. They would disassemble the tower and take the brick building and the concrete pad out and put gravel down. Kevin Kelso told them it would be brought up at the board meeting to discuss it. Kevin Kelso suggested asking Vertical Bridge to agree to leave the concrete pad and the brick building up so the Village could use it for the trash cans or something like that.
- All board members agree and Kevin will call Vertical Bridge and see if this work with them.
- Doubtful we get another check for rent from Vertical Bridge but they may send them until the tower is down.

VILLAGE ATTORNEY – Rich Magee

- Discussion on the key points of Senate Bill No. 5 relating to the village.
 - The revenue from Traffic Violations cannot exceed 20% for the entire State of Missouri except within Saint Louis County. All municipalities within Saint Louis County are subject to a maximum of 12.5%. Effective January 1, 2016.
 - There is now a restriction on limiting the fines and costs to an individual citation to \$300.00
 - No longer allowed to assess failure to pay fines or to give jail time for failure to pay.
 - There is now an addendum that will go with the Annual Financial Report that go to the Missouri State Auditors, prepared by the Village Auditor that will show the Court Costs, Court Fines and Bond Forfeitures Revenue received by the municipality for traffic violations. Also included will be the percent of annual operating revenue from traffic violations.
 - A second addendum will be prepared by the municipal judge certifying substantial compliance with certain municipal court procedures.
 - Will be reported by the State Auditor to the Director of Revenue whether the addendums were timely filed and they will be reviewed to see if any municipality failed to stay within the 12.5%.
 - There are penalties for not filing, such as placing a hold on local sales tax revenue receipts, and a hold on the County tax pool. There is also a provision that an election can be called to require the disincorporation of the municipality.
 - There may be some changes that need to be made to our ordinances due to this Senate Bill 5. Rich Magee will have a report on those at the next meeting.
- Local Accountability Act (applied to Saint Louis County)
 - Established minimum standards for local government services.
 - There are twelve items that must be met within the next three years.
 - Discussion on the items:
 - Items 1-5 appears we are covered
 - # 6 Refers to CALEA accreditation, which is covered through Saint Louis County since the Police force already has this certification.
 - Items relating to Police Guidelines, covered through Saint Louis County with Police. Saint Louis County will be able to provide (items 6-10)

- #11 will be also provided by Saint Louis County since it is relating to Construction Code review.
- #12 is publishing (website will be fine)
- Typically effective August 28th, if it is not Rich Magee will let the Board know.

OLD BUSINESS

- None

NEW BUSINESS

- None

VILLAGER'S COMMENTS

- Pat Williams motioned, seconded by Sue Ehrhardt to go into closed session to discuss a legal matter pursuant to section 610.021(1) of the Sunshine Law.
- Sue Ehrhardt Performed the Roll Call Vote:
 - Bob Bess-AYE
 - Kevin Kelso-AYE
 - Pat Williams-AYE
 - Sue Ehrhardt-AYE

ADJOURNMENT

Adjournment of Open Meeting

Bob Bess motioned to adjourn the meeting, seconded by Sue Ehrhardt. On voice vote, the motion was unanimously approved. The meeting closed at 8:05 P.M. The next Board of Trustee meeting will be held on Tuesday, August 18, 2015 at **7:00 P.M.**

Closed Session pertaining to the following:

Missouri revised Statutes
Chapter 610
Sunshine Law
Section 610.021(1)

- (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Adjournment of Closed Session

- Bob Bess motioned to adjourn the closed session meeting, seconded by Kevin Kelso.
- Sue Ehrhardt conducted the roll call Vote:
 - Bob Bess-AYE
 - Kevin Kelso-AYE
 - Pat Williams-AYE
 - Sue Ehrhardt-AYE

Respectfully Submitted,

Kevin Kelso
Chairman

Attest:

Sue Ehrhardt
Village Clerk