

REGULAR MEETING OF THE BOARD OF TRUSTEES
October 20, 2015

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday October 20, 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
Paul Faust, Building Commissioner

Also present were: Village Attorney, Rich Magee; Officer Mike Thomeczek, 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.
Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING – September 15, 2015

- Mark Kienstra motioned, seconded by Paul Faust, to approve September 15, 2015, meeting minutes as stated. On voice vote, the motion unanimously passed.

SPECIAL BOARD MEETING – September 29, 2015

- The Heading should read “Special” instead of “Regular”
- Paul Faust motioned, seconded by Mark Kienstra, to approve September 29, 2015, meeting minutes as corrected. On voice vote, the motion unanimously passed.

TREASURER’S REPORT - PAT WILLIAMS

- Beginning Balance \$600,310.31, Receipts \$44,203.91, Disbursements \$25,998.93, Ending \$618,515.29.
- Mark Kienstra motioned, seconded by Paul Faust, to approve the September Treasurer’s Report as stated. On voice vote, the motion unanimously passed.
- October Disbursements \$29,695.60
 - Nothing out of ordinary. Explanation of disbursements journal.
- Paul Faust motioned, seconded by Mark Kienstra, to approve the October Disbursements. On voice vote, the motion unanimously passed.
- John Nanos is completing the FY2015 fiscal audit review. He will probably present his findings at the next meeting.
- Discussion on the new Senate Bill 5 requirements as part of the FY2015 audit. Rich Magee will check with John Nanos for the compliance prior to having the audit review results sent to the State Auditor.

VILLAGE CLERK – SUE EHRHARDT

- Thanks to Pat Williams for completing the newsletter.
- Have had some requests for replacement auto stickers.
- Business Licenses

- There are two businesses within the Village that are a \$500.00 fee, which are Sam's Steakhouse and Grants Farm. There are 8 others that have a yearly fee of \$50.00 (mostly in the offices above Sam's Steakhouse). We have received one not for profit business, Saint Paul's Churchyard. There are also two more licenses that are pending.
- The business license cost is \$500 for those businesses that have sales in excess of \$1 million dollars. The cost is \$50.00 for sales less than a million.
- A copy of the business registration form, a copy of the business license and the ordinance is in everyone's packet of meeting information
 - Discussion on the forms
 - Discussion on adding the certificate of insurance to the application.
 - Discussion on if this should be on the Business License Application or the Building Permit Application.
- Something the Board should think about is how to identify independent delivery services, such as Uber, or restaurant delivery. Should they be required to obtain a business license? Currently they are specifically exempted by the code.

BUILDING COMMISSIONER – PAUL FAUST

- Building Permit Application
 - There is a need to redesign the application
 - There are two different versions floating around, one on the website and another hard copy application.
 - Discussion on what should be changed. Should there be an instruction page? Plans and drawings should be included. Should the ordinances and instructions be included, or should they just be referenced on the application?
 - Discussion on the cost of the Building Permit fee, should it just be a flat percentage of what the project cost plus the \$25 application fee, rather than the sliding scale fee.
 - The idea behind the sliding scale fee schedule was to allow for the possibility of another third party person coming into the Village to do the building inspections.
 - Addition of expiration date on the permit.
 - Discussion on some of the items that the building requires.
 - Jennifer Merritt will make the adjustments for the new business license for the Village.
- Paul Faust is currently investigating some building improvements. Such improvements include, power flushing toilets, new hardware on exit doors, and the leaky roof or flashing.

PUBLIC WORKS - MARK KIENSTRA

- Grant Road Project
 - Working with Marie Dennis who we have contracted with to develop a timeline. It is not in place but hope to have it in place by the next meeting.
 - The plan will be to have the work started after the close of the 2016 Grant's Farm Season.
 - Kevin Kelso is going to speak with Andy Elmore regarding the possibility of changing the traffic from Gravois to Pardee to allow for more vehicles to be able to be lined up off Gravois Road.
 - There are three Grants being put together for the full Grants road project. The Grants and the other sources of funding is a total of \$1.2 Million dollars. There are matching funds for the Village will be anywhere from \$60,000-\$150,000.

CHAIRMAN - KEVIN KELSO

OFFICER MIKE THOMECZEK - POLICE OFFICER REPORT

- No Crimes in the Village

- Two citations were issued in the month. A stop sign violation (Crestwood resident) and a speeding citation (Grantwood Village resident)
- TRAILER ORDINANCE
 - If anyone sees a trailer in the village that has been there for awhile, please contact a trustee or Officer Thomeczek. It may be that they are unaware of the ordinance. Pat Williams will put an article in the next newsletter about the trailer ordinance.
 - Officer Thomeczek will also be on the lookout for anyone with a trailer and no trailer permit. If there is anyone violating the ordinance, a summons will be issued.
- SIGNS AT FOREST HAVEN
 - Kevin Kelso received a bid to repair the signs at the Forest Haven entrances, but forgot to bring it with him to the meeting. He would like to get another couple of bids.

VILLAGE ATTORNEY – Rich Magee

- Littering Ordinance.
 - Researched different municipalities ordinances regarding littering. Started to prepare a littering ordinance and discovered it was covered already in the ordinances under Sections 210.180 and 220.000. There is also the penalty provision of up to \$500/90 days in jail for failure to comply with the ordinance. The trustees will look over the ordinances and see if there is anything else that needs to be added or changed.
 - Would like to post signs along Gravois, Laclede Station and Rock Hill.
- Administrative Search Warrants
 - Administrative search warrants would allow for the entrance into the exterior and interior of the home in question to allow authorities to assess if the home is in a condition where the health and safety of the homeowners and other residents are in question.
 - The ordinance is in Section 125.135 authorizing Administrative Search Warrants.
 - The warrant would be issued by the Village Judge and would require a written statement to provide the probable cause for the search warrant.
 - This would be used in only the extreme circumstances.
 - The trustees will look over Section 125.135 and review for any changes and to familiarize themselves with the process.
- Vacant Property Registration.
 - Rich Magee found an ordinance that would require any vacant property in the Village to be registered. He will look more into it and have more information at the next meeting.
- The challenge to Senate Bill No. 5 is moving forward.

OLD BUSINESS

- Rich Magee will finalize the resolution to make Bob Bess the ex-officio member for the next meeting.

NEW BUSINESS

- The trustees will schedule a new trustee workshop in the next few weeks.

VILLAGER'S COMMENTS

ADJOURNMENT

Adjournment of Open Meeting

Paul Faust motioned, to adjourn the meeting, seconded by Mark Kienstra. On voice vote, the motion was unanimously approved. The meeting closed at 8:40 P.M. The next Board of Trustee meeting will be held on Tuesday November 17, 2015 at **7:00 P.M.**

Respectfully Submitted,

Kevin Kelso
Chairman

Attest:

Sue Ehrhardt
Village Clerk