

REGULAR MEETING OF THE BOARD OF TRUSTEES
October 18, 2016

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday October 18, 2016, at Village Hall, One Missionary Ridge, Saint Louis MO, 63123. The following Trustees were present:

Kevin Kelso, Chairman
Mark Kienstra, Public Works
Rick Wagner, Building Commissioner
Pat Williams, Treasurer
Sue Ehrhardt, Village Clerk

Also present were: Village Attorney, Mike Vogt; Officer Dave Graf, 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 20, 2016

- Mark Kienstra motioned, seconded by Pat Williams, to approve September 20, 2016, meeting minutes as stated. On voice vote, the motion unanimously passed.

SPECIAL BOARD MEETING – September 27, 2016

- Mark Kienstra motioned, seconded by Pat Williams, to approve September 27, 2016, meeting minutes as stated. On voice vote, the motion unanimously passed.

RECOGNITION OF RESIDENTS & GUESTS IN ATTENDANCE

- Thanks to everyone who came to the meeting this evening. The following residents were in attendance:
- Residents:
 - John Soden - 7618 Paragon Circle
 - Laura Yates - 7456 Whitehaven
 - Florence Stalley -7400 Granbury Circle
 - Julie Bauer - 7353 Granbury Circle
 - John Vollmann - 7630 Paragon Circle
 - Bernie Harmon - 7638 Bracken Circle
 - Jim Albenesius – 7348 Granbury Circle
 - Chris Boeger - 20 Grantwood Lane

TREASURER'S REPORT - PAT WILLIAMS

- The Beginning Balance of the September Treasurer's report is \$835,788.95, Receipts \$38,065.36, Disbursements \$35,005.07, Ending Balance \$838,849.24.
- Nothing unusual in revenues. Received money from the Sewer Lateral fund.
- Mark Kienstra motioned, seconded by Sue Ehrhardt, to approve the September Treasurer's Report as stated. On voice vote, the motion unanimously passed.
- October Disbursements \$71,200.89.
- Ameren UE must be changing the billing dates. The bills for lighting/power were unusually small. There will probably be a catch up next month.
- There are a couple of checks to Saint Louis Presort, for postage for the mailing of the fall festival flyer and newsletter, also for \$163.02 for the packet from the tree board.
- A check was written to Kelly Wagner for reimbursement for items purchased for the police.
- A check to Sherwood Forest for the trees purchased by the Tree Board.
- A check for \$42,502.26 written but has not been mailed yet to Access Engineering for Grant Road Project engineering services.
- Mark Kienstra motioned, seconded by Sue Ehrhardt, to approve October's disbursements as stated. On voice vote, the motion unanimously passed.

VILLAGE CLERK – SUE EHRHARDT

- Sue Ehrhardt went to the Community Development Block Grant funding meeting with HUD. The CDBG has a stipulation that if a municipality receives Federal money of more than \$750,000 within a year, a full audit is required. Sue Ehrhardt found out that since the funds for the Grant Road Project are considered pass through money, there is not a requirement to have a full audit. Alex Devlin from Saint Louis County, stated that the 2015 funds still have 10,000 left available. The 2016 funds have applications but nothing has been approved yet. The 2017 funds, is in the application review process. Alex offered to come to a meeting in the spring or at the Public Hearing to discuss the CDBG and answer any questions.
- Thanks to other trustees for the help while Sue Ehrhardt was out.
- Need to make sure all of the homeowners are aware of the difference between who gets a Business License and who does not, homeowner vs contractor.
- Village Directory- 340 postcards were mailed out to the households in Grantwood Village, so far about 140 have come back. The cards went out without return postage. The mail carrier is gathering them and putting them in Pat's mail. Discussion on what to do since they went out without postage. Decision will be to have Saint Louis Presort re-mail the postcard and start over with the collecting. Also Saint Louis Presort can print the sheets for the directory but they have no way to staple it together. Rick Wagner to check with Minute Man press in Kirkwood for a price to put them together.

BUILDING COMMISSIONER – RICK WAGNER

- Still a lot of building activity within the village. Making sure contractors have the proper permits. Also still working on a list to give to residents to help answer questions regarding permits. Rick will define what needs to go into a bullet point listing.
- Discussion of Occupancy Permits

PUBLIC WORKS - MARK KIENSTRA

- Update on Grant Road Project. Below is a list of items that have been completed by Access Engineering so far:
 - Completed title searches

- Completed strip map and topographic study
- Collected borings and pavement cores
- Completed geotechnical report
- Received jurisdictional determination from the Army Corp of Engineers
- Coordinated with Ameren
 - Existing utility poles are anticipated to be removed
- Developed preliminary grading plan
- Developed preliminary typical section
- Developed preliminary drainage plans
- Developed preliminary bioswale/rain garden plans
- Developed preliminary cross sections
- Completed flood plain study
- Completed hydraulic report
- Completed 106 permit application
- Initiated Environmental Tracking Document
- Developed sheet layouts
- We are close to making our preliminary submittal to MSD and to MoDOT
- In addition to these tasks we have:
 - Coordinated with MoDOT and FHWA to assure program agreements are executed
 - Coordinated used of funding pools with MoDOT and FHWA
 - Coordinated schedules with MoDOT and FHWA
 - Prepared and coordinated reimbursement requests for Federal Reimbursement
- The payment reimbursement will be changing from a pre-pay arrangement to getting the grant funds in advance by ACH and having to pay the invoices within three days. Pat Williams will work with Commerce bank to get the ACH notifications timely in order to meet the three day deadline.
- The trash contract is out to bid; we are working on the specs of the bid and hope to have some back at the next meeting.
- The snow contract has two bids pending, one from Midwest Storm Management and the other for McManus. Midwest Storm Management does have fixed prices and they are lower overall in their bid. In new business we will go over the bids.
- There are a few sewer lateral issues going on.

CHAIRMAN - KEVIN KELSO

OFFICER DAVE GRAF - POLICE OFFICER REPORT

- 45 Directed Calls.
 - 3 Reports were written (2 accidents/1 Domestic Assault)
 - Speed Survey on Zinzer , 655 cars surveyed and the average speed was 17 mph, will continue to monitor
 - The streets around Forest Haven will be closed at 10:30 Saturday for the caterers to set up.
 - Thanks to Grantwood Village Board and citizens for all of their support for all of the officers.

VILLAGE ATTORNEY - MIKE VOGT

- Worked on new ordinances, 2 have been passed and 2 that are pending.
- Will be working on real estate transactions relating to occupancy permits.

OLD BUSINESS

- Tree Ordinance

- The tree ordinance is to put some guidelines down for those wanting to cut a tree in the Village. There is currently a working ordinance that the Tree Board has revisited and the Board of trustees has looked over. Sue Ehrhardt has stated that the wording needs to be clear and concise. She would like to get together with Laura Yates and other members of the tree board to discuss.
 - Would still like to hear feedback from the residents
 - Would like to hire an arborist for all residents to be able to consult. The village would pick up the expense if there is a tree's health or other reason in question for cutting it down.
 - As written this is still hard to enforce. The residents should be informed with a mailing with the guidelines.
 - The tree board will also need to look at limiting the scope of the ordinance so there are not a lot of gray areas.
- Complaints about dogs and cats. There are some in the village that feel frightened by dogs in the Village. Many are let out of their homes without leashes and many run up to the property lines which is right up to the road.
 - There may need to be some guidelines for setbacks on invisible fences.
 - There may be adjustments on the invisible fences guidelines; they are not addressed currently in the ordinances.
 - Kevin Kelso will talk with the dog owners to see if they can be more conscientious of the dogs running up to the property lines
 - Grantwood Village Party. The annual fall festival held in Forest Haven will also be open to all in Old Grantwood in hopes of bringing the two neighborhoods together. It will be held from 1-3 pm on October 22, 2016. So far 200 RSVP's have been received and only a few from Old Grantwood. There may be a few more since speaking with the organizers earlier this week.
 - The Board of Election Commissioners wants to offer municipalities the option of having a central location to register to file their candidacy. Grantwood Village has decided not to change the election procedures. Mike Vogt did prepare an ordinance for the file so it shows that the topic was discussed.

NEW BUSINESS

- Resolution to approve a snow removal contract. There are two bids that have been received for the snow removal contract. The first is from McManus, the company used last year. Their bid is based on per hour and per ton of salt, which is the same as last year. The second bid is from Midwest Snow Management LLC is a fixed cost per event fee. Midwest also does the plowing for the City of Lakeshire and the City of Oakland. The salting is also at a flat rate. Both companies have rubber plow blades. Decided to use Midwest Snow Management this year.
- Mark Kienstra motioned, seconded by Rick Wagner, to read Bill No. 718 by caption. On voice vote, the motion unanimously passed.
- Sue Ehrhardt read Bill No. 718, by caption
 - A Resolution to Approve a Contract for Providing Snow Removal Services to the Town of Grantwood Village, Missouri.
- Discussion - None
- On voice vote, the Resolution unanimously passed.
- Some things that will be included will be that the entrances must be maintained and the time frame is a 1 year contract.

VILLAGER'S COMMENTS

ADJOURNMENT

Adjournment of Open Meeting

Mark Kienstra motioned, seconded by Pat Williams, to adjourn the meeting. On voice vote, the motion was unanimously approved. The meeting closed at 8:32 P.M. The next Board of Trustee meeting will be held on Tuesday November 15, 2016 at **7:00 P.M.**

Respectfully Submitted,

Kevin Kelso
Chairman

Attest:

Sue Ehrhardt
Village Clerk