

REGULAR MEETING OF THE BOARD OF TRUSTEES
July 15, 2014

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday July 15, 2014, at Village Hall, One Missionary Ridge, Saint Louis MO, 63123. The following Trustees were present:

Kevin Kelso, Chairman
Sue Ehrhardt, Village Clerk
Mark Kienstra, Public Works Commissioner
Bob Bess, 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 7:00 P.M. by Kevin Kelso.

PLEDGE OF ALLEGIANCE

ROLL CALL

Sue Ehrhardt conducted roll call. All trustees present except Pat Williams, Treasurer.
Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING –June 17, 2014

- Mark Kienstra motioned, seconded by Bob Bess, to approve the June 17, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

PUBLIC HEARING MEETING –June 30, 2014

- Bob Bess motioned, seconded by Mark Kienstra, to approve the June 30, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER’S REPORT-PAT WILLIAMS-READ BY MARK KIENSTRA

- Beginning Balance \$373,547.08, Receipts \$26,998.64, Disbursements \$32,532.04, Ending \$368,013.68.
- Mark Kienstra motioned, seconded by Bob Bess, to approve the May Treasurer’s Report as stated. On voice vote, the motion unanimously passed.
- The transfer of \$14,000 to Saint Louis County for the Lateral Sewer account has not been cashed yet.
- July Disbursements \$17,975.18.
 - Includes a \$525.00 expense for tree removal for a tree that fell and was blocking a street. \$15.00 for keys to be made, \$60.00 for the Safe Deposit Box Renewal and \$42.00 for office supplies.
- Mark Kienstra motioned, seconded by Bob Bess, to approve the July 2014 Disbursements. On voice vote, the motion unanimously passed.

VILLAGE CLERK-SUE EHRHARDT

- Auto Stickers- Redesigned form to reflect the fees charged for the auto stickers, the ordinance number, and the Village logo.
- Business licenses. There were 11 business licenses in 2013-14. So far for this year there have been a total of 5 received. Two of them being Sam’s Steakhouse and Grants Farm, both of those also require liquor

licenses. The remaining 6 businesses will have certified letters sent to them and if no response a summons will be sent to them.

- US Cellular took the equipment out of the tower without a permit. If they come back and someone sees them they should call Bob Bess and Officer Mike Thomeczek to stop work.
- Some things to consider for the business licenses if revisions are to be made:
 - fee scale for the cost of the business license using gross receipts or number of employees
 - Outside contractors working in the village should obtain a business license
 - Possibly tie this into the building permit
- The ordinance for the Business licenses states that a policy should be in place for the business licenses; Sue was unable to locate a policy, so she wrote one up and brought it to the meeting to be signed. The policy has to be signed by the chairman, the clerk and one other trustee.
- The policy states that “Not for Profits” must obtain a license but will not be charged a fee. They must produce proof of their status as a “Not for Profit”. Also, other government entities (i.e. the National Historic Site) must obtain a license but will not be charged a fee.
- Community Development Block Grant- The application is almost completed, it has to be signed by the chairman, have additional information about our Human Rights Commission, and have the approved minutes of the public hearing. Sue had help completing the application from Shannon Koenig, from Saint Louis County. Rich Magee will hand deliver the application to Shannon Koenig.
- Discussion on Human Rights Commission: If we have complaint, we would refer the complainant to the Missouri Commission on Human Rights.
- Board of Adjustment- in reviewing the laws concerning the Board of Adjustment, Sue Ehrhardt realized that the Board of Adjustment by State Regulation must have staggered terms. Sue Ehrhardt will prepare letters to each of the members with a term expiration date of their individual terms to come into compliance with State Statute.
- List of Residents- There is a list of residents on the computers. Genny Webelueth has been a tremendous help with getting this list updated.
 - Discussion on taking the resident list from a Excel Spreadsheet format to a Customer Relationship Management Database (CRM).

BUILDING COMMISSIONER-BOB BESS

- A lot of work is going on within the Village and no permits are being taken out.
- The very first pool permit application came in recently since Bob Bess has been Building Commissioner.
- The ordinances are not always accurate with what needs to be accomplished, they need to be reviewed to determine which ordinances are needed and which are no longer appropriate.
- Discussion on the ordinance concerning non-motorized equipment parked on driveways.

PUBLIC WORKS COMMISSIONER-MARK KIENSTRA

- MSD
 - Working on redirecting the water to prevent two homes at Whitehaven and Raleigh from flooding. Some payment may also need to be replaced in the area to help with the project. Some of the pavement has already been painted to reflect the work. (orange for MSD work and white for Grantwood Village work). If any investment by Grantwood Village is to be made, a meeting will be held to allow for trustee input.
- Sewer Lateral
 - So far there have been 6 claims. The first claim to be denied was for Saint Paul Churchyard. The reason is because they are a non-profit and since they do not pay taxes they are not part of the sewer lateral program.
- Patch by Missouri American Water

- The temporary patch that was made by Missouri American Water at the intersection of Vicksburg and Zinzer is deteriorating and needs to be replaced. Mark Kienstra will call to check the status on replacement.

CHAIRMAN-KEVIN KELSO

- Ordinance Violations
 - The Board of Trustees will be enforcing the Ordinance Violations going forward. The resident will be notified by letter of the violation and be given a certain number of days to correct the situation. If the problem is not corrected within the time frame, Officer Mike Thomeczek will issue a citation to come to court.
- Permits
 - Rich Magee will check into adding the requirement of having outside work (companies) to obtain a business licenses at the time they get the permit.

MIKE THOMECZEK-POLICE OFFICER REPORT

- One incident where four men were egging a house. The homeowner was unknown to the four defendants. They have been charged with Peace Disturbance and Destruction of Private Property.
- Sue Ehrhardt suggested getting a camera for the Village to document the ordinance violations.
- The Village will purchase an iPad for the police officer to be able to look up ordinances. The iPad will allow him to easily find the type of ordinance he is looking for quickly.

NEW FENCE ORDINANCE

- The final ordinance has not been completed but there is a work in process.
- The parameters are still to be determined.
 - 6 foot high solid for the perimeter homes
 - The remaining Village homes cannot have any higher than 4 foot high fences
 - Must be wrought iron or aluminum
 - Pickets must be not more than 4 inches apart
 - There are some additional features a homeowner can get to the lower section of fences, so the smaller dogs cannot get through the fence
 - Discussion on requiring the fences to only go to the set back lines, or the easements, instead of the property lines
 - Discussion on fencing around pools up to 5 feet high
 - Rich Magee will prepare the ordinance and at the next meeting there will be two readings on the ordinance.

VILLAGE ATTORNEY-RICHARD MAGEE

- Researching zoning changes. A change needs to be made in the ordinance. Rich will prepare the change for the next meeting
- The Board of Adjustment needs to have a workshop to explain what their parameters are and explain the need for the Board of Adjustment.

UNFINISHED BUSINESS

- None

NEW BUSINESS

- None

VILLAGER'S COMMENTS

ADJOURNMENT

Mark Kienstra motioned, seconded by Bob Bess to adjourn the regular meeting. The meeting adjourned at 9:00 P.M. The next Regular Board of Trustee meeting will be held on Tuesday August 19, 2014 at **7:00 P.M.**

Respectfully Submitted,

Chairman

Attest:

Village Clerk