

REGULAR MEETING OF THE BOARD OF TRUSTEES  
November 17, 2015

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday November 17, 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

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.

Sue Ehrhardt announced a quorum.

Paul Faust has decided to resign as Trustee for the Town of Grantwood Village. When Paul was a board member previously, the board was much different. Chairman Kelso thanked Paul for his time and willingness to volunteer.

MINUTES

REGULAR BOARD MEETING – October 20, 2015

- Mark Kienstra motioned, seconded by Pat Williams, to approve October 20, 2015, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER'S REPORT - PAT WILLIAMS

- Beginning Balance \$618,515.29, Receipts \$40,365.93, Disbursements \$29,695.60, Ending \$629,185.62.
- There was nothing unusual in the receipts or disbursements for October. There was the quarterly license fee from Charter, rental fees were also up.
- Mark Kienstra motioned, seconded by Sue Ehrhardt, to approve the October Treasurer's Report as stated. On voice vote, the motion unanimously passed.
- November Disbursements \$21,541.59
  - Nothing out of ordinary. Explanation of disbursements journal.
  - Renewed the Affton Chamber of Commerce Membership
  - Made the legal fees check out to Magee Law Firm. Congratulations to Rich Magee on the new firm.
- Mark Kienstra motioned, seconded by Sue Ehrhardt, to approve the November Disbursements. On voice vote, the motion unanimously passed.

REVIEW RESULTS-JOHN NANOS

- John Nanos from Boyd, Franz, and Stephens LLP is discussed the results of the FY2015 fiscal review.
- Thank you to the Town of Grantwood Village and to the Trustees for the opportunity to serve you again this year.
- Overall the Village is in good standing.

- The Village is on a Cash Basis of Accounting which means that revenue and expenses are not recognized until they occur.
- The process of the review is much less involved than an audit. In an audit, all expenses need to be vouched, which means that they must be traced back to the origin. In a review there are a few expenses that are selected and verified.
- The new method for keeping the accounting records, QuickBooks, is much better and more organized.
- The End of Year assets were about 579,000.00 which are up about 191,000.00 over last year. The fixed assets, such as the building and monuments were unchanged.
- Revenue was up about \$35,000.00 which is mainly due to an increase in taxes.
- The expenditures were much lower since there were less spent on roads and bridges and snow removal.
- The public safety expenses were relatively flat with only a \$1,400 increase.
- The roads and bridges expenses were about \$82,000
- The lateral sewer was an increase of about \$2,200.00
- The general operating expenses were about \$668 less than prior year.
- Discussion on the new Senate Bill 5 requirements.
  - There is the requirement for more detail in the numbers for court.
  - The requirement of a full audit within the next three years, which will be much more expensive.
  - Mr. Nanos will submit the required forms to the Attorney General, with the required addendums by the end of the year.
  - One of the addendums the Municipal Judge must complete and send to John Nanos to submit.

#### VILLAGE CLERK – SUE EHRHARDT

- Updates have been made to the municipal code; all should be updated now.
- The Building Permit application and Building Permit fee schedule have been put up onto the web.
- May add an additional line for the building permit fee to be recorded, the applications fee has a line but not for the permit fee.
- Elections
  - There will be two trustee positions available.
  - The open date to begin filing for candidacy is December 15, 2015.
- Saint Louis County is sponsoring a class for affected officials on the election certification policies.
  - Topics include ballot approval, election certification and campaign finance and disclosure.
  - Sue Ehrhardt is planning to attend; please let her know if you would like to attend.
- Lindbergh Breakfast is December 11<sup>th</sup>, would like all trustees to be able to make it. Let Sue Ehrhardt know if you can attend.
- The holiday letter will be prepared by Pat Williams and sent out.
- Please be aware of any soliciting phone calls or sales men at your doors. Ask for identification and when in doubt contact the police.
- There is some talk to hold a realtors reception in the Village in December to allow the realtors in the area understand what the Villages rules and regulations. The reception would allow the realtors to know what they are selling in the Village and also it should help with home values. The cost to the village would be for the food and marketing of the event. The labor would be done by villagers. The Board can think about it and decide. There is no resolution needed to approve this event. The Board has been requested to attend the event.

#### BUILDING COMMISSIONER – PAUL FAUST

- Thanks to Paul Faust for stepping up and volunteering for the position and for all of his help.

PUBLIC WORKS - MARK KIENSTRA

- Grants Trail Signs
  - Both ends of the trail have signs that are faded. Mark Kienstra will get in touch with Trailnet or Great Rivers Greenway to see who did their signs and what they can do to help replace the Grantwood Village signs.
- Anti-Littering Signs
  - The signs do not need to list the ordinance but they should have something about the maximum fine of \$500 or 90 days in jail. There will initially need to be 1-2 signs along Rock Hill. Rich Magee to send Mark Kienstra information.

CHAIRMAN - KEVIN KELSO

- Board of Adjustment
  - Sarah Bock board of adjustment term was up; she is being replaced by Mr. Lewendowski. Thanks to Ms. Bock for her term and thanks to Mr. Lewendowski for his willingness to serve.

OFFICER MIKE THOMECZEK - POLICE OFFICER REPORT, (OFFICER CHUCK WEINMAN)

- Vacation checks were up in the Village
- There were a couple of sick cases
- Gypsy scams. Many scammers are going through neighborhoods pretending to be a utility and once they get in a house, another person would come in and steal items, such as jewelry. Be skeptical, ask for identification, and call the police if you are still skeptical.
- There have been 2 burglaries and 4 burglary attempts in the Indian Hills subdivision. Please report anyone suspicious in the area. Especially with Christmas coming, the opportunities will be higher for theft.

VILLAGE ATTORNEY – Rich Magee

- Opened own law firm, still in same building. Primary reason for new firm is to better serve clients. Due to this change the Board has a new resolution and contract to go over and sign. Sue will write a letter to the old firm discontinuing serves. The Board will look over the new contract and vote on it at the next meeting.
- Mark Kienstra motioned, seconded by Sue Ehrhardt, to allow Rich Magee to continue in his current capacity until the contract and resolution is signed. On voice vote the motion unanimously passed.
- The revenue restrictions on traffic revenue being lowered to 12.5% will not apply since the Village is well under the 12.5% mark. There are also some police department changes that may affect the cost of the next police contract.

OLD BUSINESS

- None

NEW BUSINESS

- None

VILLAGER'S COMMENTS

ADJOURNMENT

Adjournment of Open Meeting

Sue Ehrhardt motioned to adjourn the meeting, seconded by Mark Kienstra. On voice vote, the motion was unanimously approved. The meeting closed at 8:15 P.M. The next Board of Trustee meeting will be held on Tuesday December 15, 2015 at **7:00 P.M.**

Respectfully Submitted,

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Kevin Kelso  
Chairman

Attest:

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Sue Ehrhardt  
Village Clerk