

REGULAR MEETING OF THE BOARD OF TRUSTEES
October 18, 2011

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday October 18, 2011, at Village Hall, One Missionary Ridge, Saint Louis MO, 63123. The following Trustees were present:

Cathy Forand, Village Chairman
Mark Kienstra, Treasurer
Bob Bess, Building Commissioner
Kevin Kelso, Public Works Commissioner
Pat Williams, Village Clerk

Also present were: Village Attorney, Emily Kelly; Dr. Joe Forand, Budget Director; Officer Thomezchek, St. Louis County Police, Sergeant Apsolon, St. Louis County Police, and Jennifer Merritt, Secretary. The meeting was called to order at 7:00 P.M. by Cathy Forand. Pat Williams conducted roll call, and Cathy Forand announced a quorum.

PLEDGE OF ALLEGIANCE

STATEMENT FROM CATHY FORAND

- Cathy Forand reminded all guests that the meetings will be conducted following Roberts Rules of Order. All questions and comments need to be held until the Villagers Questions section of the meeting. At that point the resident will be called upon and should stand up and state their name and address. Each person is limited to two minutes and is asked to please address the board and not other residents.

MINUTES

REGULAR BOARD MEETING –September 20, 2011

- No changes to the regular board meeting minutes.-Bob Bess Motioned, seconded by Mark Kienstra, to approve the September 20, 2011, meeting minutes as stated. On voice vote, the motion unanimously passed.

TRUSTEE APPOINTMENT

- The person that has been selected for the trustee appointment has lived in Grantwood Village for 18 years and has been in the concrete business for 35 years. He has also volunteered at many events over the years for Seven Holy Founders.
- Mark Kienstra motioned, seconded by Bob Bess, to appoint Kevin Kelso for the vacated Board Position for the Town of Grantwood Village. On voice vote, the motion unanimously passed.
- Kevin Kelso was sworn in by Attorney Emily Kelly.
- Mark Kienstra motioned, seconded by Pat Williams, to have Kevin Kelso fill the Public Works Commissioner position. On voice vote, the motion unanimously passed.

TRUSTEES' REPORTS

TREASURER'S REPORT- MARK KIENSTRA

- Beginning Balance \$236,505.35, Receipts \$38,908.04, Disbursements \$38,857.13, Ending \$236,556.26.
- Bob Bess Motioned, seconded by Pat Williams, to approve the Treasurers Report for September as stated, on voice vote, the motion unanimously passed.
- October Disbursements \$98,984.06, which includes \$78,682.95 for concrete work. Bob Bess Motioned, seconded by Pat Williams, to approve the October Disbursements as stated. On voice vote, the motion unanimously passed.

BUDGET DIRECTOR-JOE FORAND

- Discussion of the first quarter budget took place. Overall revenues are up 0.07% and expenses are down 19.4%

VILLAGE CLERK-PAT WILLIAMS

- Working with the new computer, getting everything up to date, including the auto sticker list, the ordinance/resolution lists.
- In the process of trying to locate the Village email list. If not found it will need to be recreated.
- Bulky Waste was picked up by St Vincent DePaul. The event seemed go well, but there were some issues with people picking through the items that were to be donated.
- Pat Williams and Cathy Forand filed the Tax Rate with St. Louis County.

BUILDING COMMISSIONER-BOB BESS

- Thanked everyone for their support and thoughts while he and his wife recover.
- Looking forward to working with those who wish to build chicken coups.

PUBLIC WORKS COMMISSIONER-KEVIN KELSO

- Will be getting bids for snow removal. Used McManus last year, will seek a bid from them again as well as others.

MIKE THOMECZEK-POLICE OFFICER REPORT

- Only one incident, a larceny during an open house where some jewelry was taken. The case is still being investigated, but there are not many leads.
- Halloween is coming up and everyone needs to watch out for the children in the neighborhood.

CHAIRWOMAN-CATHY FORAND

- Grantwood Village has received the compliance letter from the State Auditor regarding the tax rate.
- Tim Goode, superintendent for Whitehaven sent Cathy Forand an email to pass along. It states a big Thank You to Officer Mike Thomeczek who has been a huge help to the park.
- A moving van has damaged a street sign and part of the Zinzer Island. The street sign will be replaced by Ed Brimer. The lawn care company has repaired the island and spruced up the bird sanctuary.
- The Grantwood Village Operations Guide has been updated with the new positions, the website, the new tax rates & the contracts. Some supplementary items were added to the positions, such as Chairman being able to sign checks. While this has always been done, since all checks need two signatures, it is now in writing. The Village Clerk position has also been updated with researching grants.
- Petition Response
 - Thank you to Bill Hypes for submitting the petitions and to all the residents for their input.
 - Posting of the meeting signs. The Village is only required to post the agenda within 24 hours of the meeting at the town Hall, by the State of Missouri. We have numerous ways that we inform the residents of meetings. At this time we will not be putting up the signs at the entrances for the regular board meetings, but will for special meetings.
 - Spending Guidelines. The Village does not spend large amounts of money without multiple bids. The \$20,000 for Sitka that was mentioned in the petition was a change order not a bid. The Road Budget was \$90,000.00 and the \$58,000.00 was for the Sitka Concrete Contract.
 - The Board is open to input by all and have an aggressive bid process. The largest expense is police protection and the Village does not require bids for the police protection.
 - If anyone has any questions about any bid or process please contact the board for the answers.
 - The Village does not have any debt and would like to continue in that trend.

VILLAGE ATTORNEY-EMILY KELLY

- Discussion on Bidding. Currently there is not state statute to require competitive bidding. The board's main objective is to maintain safety of the village. All large expenditures will go out for bid. The size of the Village also factors in to the bidding process.

UNFINISHED BUSINESS

- Discussion on the chicken ordinance. The Village has determined that it will permit a small number of hens.
 - Special thanks to Sarah Allen for her contributions on the chicken issue.
 - Elise Vandover explained the draft of the chicken ordinance, which included the location of the coupe, the type of material to be used for the coupe, as well as the fencing to be used. General care and requirements for the chickens to remain healthy and to have the least amount of disturbance in the village. Must have a permit to bringing in the chickens.
 - Elise Vandover will be a consultant for any chicken questions.
 - Mark Kienstra motioned, seconded by Kevin Kelso, to have the Village Attorney draft up an ordinance allowing chickens in Grantwood Village by the next Board Meeting. On voice vote, the motion was unanimously passed.

NEW BUSINESS

- No New Business.

VILLAGER'S QUESTIONS/COMMENTS

- Garvin Marty-8901 Granbury Circle- Clarification on the chicken coop placement. Discussion on the Board's authority. There should be some leeway in how things are done and less micromanaging.
- Jan Muraski-9007 Whitehaven - Still waiting on an email from Mark Kienstra. Mark will get Jan's email address after the meeting. Clarification on if the operations guide will be posted on the website. The operations guide will be posted as soon as possible. Discussion on the fluctuations in court fines collected. The chicken raising is becoming very popular, there is a class at the Missouri botanical Garden that is always filled up.
- Pam Wendl-44 Grantwood Lane-Clarification on if the Board met in the last month. Discussion on how the board came to the conclusion of appointing Kevin Kelso without meeting as a board.
- Genny Webelhuth-7401 Whitehaven- the charity pickup went well but did notice some people picking through the trash before the charity came through for their pick up. Some suggestions to prevent this in the future would be to have the Charity come though as early as possible, put tags on the items to be donated with the name of the charity, put the items that are to be donated closer to the home and then the items for the bulk pick up at the curb, & inform the residents in advance of when the pickup will be. Discussion on Missouri American Water responsibility to repair the concrete. Missouri American Water is responsible and Mark Kienstra has been trying to contact them to get this resolved.
- Bill Hypes-21 Vicksburg Circle.-Requested to see the contract for the concrete repair after the meeting. Mark Kienstra stated he could meet with Bill Hypes on Saturday Morning.
- Nancy Humes-2 Missionary Ridge- Asked for Clarification on the Sunshine Law. Village Attorney Emily Kelly read the clarification from the Sunshine Law Guide.
- Pat Jones- 6 Grantwood Lane- Suggested that for the villagers comments section, that when the villagers enter the meeting they come in and fill out a note card with their question on it and the board can address them at the end of the meeting. Discussion on how the board now has no representation from old Grantwood. All board members live in Forest Haven. Since there are no wards the board members can live in any area and all trustees represent all areas of Grantwood Village.
- Kathy Kienstra— The representation of the Village is up to the villagers, through the election process. These positions were appointed positions which will come up for re-election.
- Walter Rust-58 Grantwood Lane- Status on moving the no parking signs on Grantview Lane. Kevin Kelso will meet with Walter to discuss further.

ADJOURNMENT

Mark Kienstra motioned to adjourn the meeting, seconded by Bob Bess. On voice vote, the motion was unanimously approved. The next Board of Trustee meeting will be held on Tuesday November 15, 2011 at **7:00 P.M.** The meeting closed at 8:15 pm.

Respectfully Submitted,

Chairman

Attest:

Village Clerk