

REGULAR MEETING OF THE BOARD OF TRUSTEES
December 16, 2014

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday December 16, 2014, 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
Bob Bess, Building Commissioner

Also present were: Village Attorney, Rich Magee, Sergeant Ray Absolon, 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.
Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING –November 18, 2014

- Bob Bess motioned, seconded by Mark Kienstra, to approve November 18, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

SPECIAL BOARD MEETING –November 25 2014

- Bob Bess motioned, seconded by Mark Kienstra, to approve November 25, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER’S REPORT - PAT WILLIAMS

- Beginning Balance \$414,516.99, Receipts \$31,506.79, Disbursements \$24,516.97, Ending \$421,506.81.
- Received Real Estate Tax \$431.96, \$247.50 Sewer Lateral Fee collection (located in the Misc. Column), \$5,346.17 (located in the Misc. Column) is an auto deposit from the State of Missouri with a description of “Missouri Vendor” This is an unknown type of deposit and Kevin Kelso has a call into the Missouri Dept. of Revenue to determine what the deposit is for.
- Bob Bess motioned, seconded by Mark Kienstra, to approve the November Treasurer’s Report as stated. On voice vote, the motion unanimously passed.
- December Disbursements \$25,004.36.
 - LeGrands Catering expense for cookies for the police and fire stations will be picked up and delivered by the trustees on Friday.
 - An expense for The Call publishing for an ad published, for an announcement of the open filing for the election.
 - A check for \$8.03 was cut to Sue Ehrhardt for reimbursement of postage for certified mailed letters.
 - A check for \$101.81 was cut to Pat Williams for reimbursement for a box of regular copy paper, holiday stationary and other office supplies.
 - A check for \$201.09 was cut to Kevin Kelso for the reimbursement of the fees paid to A1 Printing for the copying and mailing of the holiday letter.

- The first transfer into the sewer lateral account is the monthly stipends amount and the second is the \$247.50 for the sewer lateral collection.
- An Expense to the Saint Louis County Municipal League for \$100.00.
 - The Municipal League sponsors classes throughout the year, Sue Ehrhardt went to one in December on Elections and she learned a lot about the election process.
 - Anyone of the Trustees can go to the classes that are sponsored, which are once a month. Also anyone from the Zoning, Board of Adjustment, and Economic Development Board can go.
 - Kevin Kelso will let the different boards know about this opportunity.
- Bob Bess motioned, seconded by Mark Kienstra, to approve the December 2014 Disbursements. On voice vote, the motion unanimously passed.
- QuickBooks
 - Joe Limmer from JCL Accounting Services is working on the migration of the data to QuickBooks. He is having some difficulty with the historical data. Pat Williams is going to talk with Joe Limmer with Mark Kienstra to see if he can get The Village up to date for the fiscal Year, and continue to work on the historical data, then Pat Williams will be able to start using QuickBooks.
- Newsletter
 - Pat Williams will be working on the Newsletter and plan on getting it out mid-late January. Please send Pat Williams any suggestions by phone or email.

VILLAGE CLERK – SUE EHRHARDT

- Elections
 - Filing began at 8:00 AM today December 16, 2014. There are three people filed so far, the three current trustees. Filing will close at 5 pm on January 20, 2015.
 - An Ad was placed in The Call with the filing information.
- Brochure
 - Still working on the brochure. It was handed out at the last meeting and some suggestions have been given which have been completed. The brochure is just about ready to be printed to go with the newsletters. A new postal card will be put in with the newsletter to update the resident information for the new directory.
- FEMA
 - Last month an ordinance to approve the FEMA Maps, which have been sent in to SEMA. They have received them and it has now been forwarded to FEMA for approval.
 - There are other natural disasters that may affect Grantwood Village, such as tornadoes and Earthquakes. In order to receive funds in case any of these happen, FEMA requires someone to take the class. Sue Ehrhardt did take the class and passed it, obtaining a certificate.
 - East-West Gateway is working on a study and once we can approve the study in January or February we are covered with FEMA.
- Sunshine Law Request
 - There was a sunshine law request last week which was responded to with the request to pay for processing and time. We are currently waiting for a check to fulfill the request.
- A police officer from Saint Loıs County that came by and said that one of the stop signs is too small. The location was Rockforest and Bracken. The officer stated the stop sign should be 36 x 36. Sergeant Ray Absolon will look into the matter, but the Grantwood Village ordinances do not specify what the size of the signs should be. It may be a Saint Louis County Ordinance that specifies the size, but that would not affect Grantwood Village signs.

BUILDING COMMISSIONER - BOB BESS

- Slow on permits and remodeling has also slowed down.
- Kevin Kelso will be going around and looking at the problem properties in the Village.
- Would like to put up Slow Signs for all of the small children in the Village - Bob Bess would like to be a part of selecting where to put them.

PUBLIC WORKS - MARK KIENSTRA

- Saint Louis County has been contracted for doing core drilling of the asphalt streets to determine the condition. The drilling should take two to three days and we should have the results by the next meeting. There will be anywhere between 25-50 holes drilled and each hole will be about 4 inches in diameter and about a foot deep. This will give us an idea of where to start with the asphalt streets.

CHAIRMAN - KEVIN KELSO

- The ordinance with the Trustee Stipend being set aside for the Sewer Lateral Fund is about to run out. A decision will need to be made to either continue or abandon it, but before that happens, all of the board needs to analyze the numbers of what has been spent on the sewer lateral and what has been deposited.

POLICE OFFICER REPORT - SGT RAY ABSOLON

- There was 1 police report for a burglar alarm.
- The officers have been on 12 hour shifts, so the 10 minute patrols have been stopped and Officer Mike has been in the Village all 12 hours.
- Will look into the stop signs.
- He will get a status on what the Problem Properties division has accomplished.
- Thanks to Pat and Jack for bringing out the waffle truck to the precinct.

VILLAGE ATTORNEY - RICH MAGEE

- Some questions came up about the Sewer Lateral Fund is an expense or an asset. Mark Kienstra and Saint Louis County have been discussing. The question was if the program is cancelled would Grantwood Village get all the money back, the answer yes but there is still some confusion on the agreement. Rich Magee will be getting a copy of the original agreement to compare with what the Village has. If changes need to be made the Board will discuss.
- Preparation of two ordinances
 - Trailers
 - Formally dividing duties between Public Works and Building Commissioner
- Wrote and sent a letter to the attorney general relating to the Clarification of the Sunshine Law relating to Villages. Currently waiting on a response.

OLD BUSINESS

- Trailers in the Village.
 - The ordinance pertains to the front, back and side yards of the Villagers' homes.
 - Discussion on types of vehicles, which is described in detail in another section of the ordinances and is referenced in this ordinance.
 - Mark Kienstra motioned, seconded by Bob Bess to read Bill No. 685 by caption. On voice vote, the motion unanimously passed.
 - Sue Ehrhardt read Bill No. 685 by Caption.
 - An Ordinance of The Town of Grantwood Village, Missouri amending section 350.080 of the Town of Grantwood Village Code as follows, amending section 350.080(c)5 relating to temporary parking of larger vehicles and trailers and adding a new section 350.080(c)6.
 - No Discussion

- Bob Bess motioned, seconded by Mark Kienstra to read Bill No. 685 by caption a second time. On voice vote, the motion unanimously passed.
- Sue Ehrhardt read Bill No. 685 by caption a second time.
- Sue Ehrhardt conducted a roll call vote:
 - Bob Bess-AYE
 - Kevin Kelso-AYE
 - Mark Kienstra-AYE
 - Pat Williams-AYE
 - Sue Ehrhardt-AYE
- Bill No. 685 passes and becomes Ordinance No. 685.14.

NEW BUSINESS

- None

VILLAGER'S COMMENTS

ADJOURNMENT

Bob Bess motioned, seconded by Mark Kienstra, to adjourn the regular meeting. On voice vote the motion unanimously passed. The meeting adjourned at 7:45 P.M. The next Regular Board of Trustee meeting will be held on Tuesday January 20, 2015 at 7:00 P.M.

Respectfully Submitted,

Chairman

Attest:

Village Clerk