

REGULAR MEETING OF THE BOARD OF TRUSTEES
July 16, 2013

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday July 16, 2013, at Village Hall, One Missionary Ridge, Saint Louis MO, 63123. The following Trustees were present:

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

Also present were: Village Attorney, Rich Magee; Kathy Kienstra, Vice President-Lindbergh Board of Education, Officer Thomeczek, St. Louis County Police, Captain Chris Stockerd, 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

Mark Kienstra conducted roll call, all members were present.
Mark Kienstra announced a quorum.

MINUTES

REGULAR BOARD MEETING –JUNE 18, 2013

- One change to the bond account disbursement.
- Bob Bess motioned, seconded by Mark Kienstra, to approve the June 18, 2013, meeting minutes as stated. On voice vote, the motion unanimously passed.

TRUSTEES' REPORTS

TREASURER'S REPORT-PAT WILLIAMS

- Beginning Balance \$314,307.42, Receipts \$27,755.61 Disbursements \$24,682.97, Ending \$317,380.06.
- Mark Kienstra motioned, seconded by Bob Bess, to approve the June Treasurer's Report as stated. On voice vote, the motion unanimously passed.
- July Disbursements \$23,303.45
- No Discussion
- Mark Kienstra motioned, seconded by Bob Bess, to approve the July 2013 Disbursements. On voice vote, the motion unanimously passed.

VILLAGE CLERK-MARK KIENSTRA

- The new trash pickup will start the 1st Monday in August. The roll out cart delivery will be the last week of July. Larger recycle carts will be available. You may call the trustees to request one.

BUILDING COMMISSIONER-BOB BESS

- Continuing to look for new bathroom tile. If anyone has any suggestions please let Bob know.

- Had another water main break at Vicksburg and Zinzer. Spoke with the water company and three breaks send up a red flag, four breaks alert interest and five breaks will get all new piping.

PUBLIC WORKS COMMISSIONER-PAUL PFEIFFER

- Street Project:
 - Replacement of concrete slabs will begin tomorrow.
 - There are two asphalt issues in Old Grantwood which is being addressed.
- Grant Road Project:
 - On the Grant Road Project, at the point to begin advertising for a consultant.

CHAIRMAN-KEVIN KELSO

GENNY WEBELHUTH-NEIGHBORHOOD WATCH

- Last month we discussed that every house needs house #. This information is from the Saint Louis County Department of public works, neighborhood preservation.

MIKE THOMECZEK-POLICE OFFICER REPORT

- There were only a couple of minor accidents related to the Grants Farm Traffic.
- Introduction of Captain Chris Stockerd.
 - Captain Chris Stockerd is replacing Capitan Mike Dirkes, who has been selected to be part of the tactical unit.
 - Started career in the 3rd precinct.
 - Two tours with the municipal services, familiar with Grantwood Village.

VILLAGE ATTORNEY-RICHARD MAGEE

- Reminder to board on Certificate of insurance and performance bond from Christian Environmental. For the bond they had given us a cashier's check for \$7,500 with the submission of the bid.
- Worked on the welcome new trustee's workshop.

UNFINISHED BUSINESS

- None

NEW BUSINESS

- None

VILLAGERS/QUESTIONS COMMENTS

Mark Kienstra motioned, seconded by Bob Bess to go into closed executive session, following regular meeting. On voice vote, the motion unanimously passes.

WORKSHOP: WELCOME NEW TRUSTEES

- As a welcome to new trustees Village attorney Rich Magee put together a Top Ten list for new Trustees:
 - 10.) Read the ordinances and obtain a thorough understanding. The operations guide from the Village also outlines the duties of each trustee well.
 - 9.) Ordinances must be read twice (Grantwood Village usually does both readings same night) and Resolutions only read once
 - 8.) Be prepared for meetings
 - 7.) Be able to recognize problems before they turn into a larger issue.
 - 6.) Learn to think critically.
 - 5.) Do not be angry with the residents. Listen and try and reach a resolution or result.

- 4.) Advocate new technology (Social Media/internet)
- 3.) Emergency Management Preparedness
- 2.) Understanding the decision (do the right thing)
- 1.) Have a fun and positive experience

- Check out other meetings in the area to see how they are run.
- Must have a basic understanding of Roberts Rules of Order
- Familiarize yourself with the operations guide so you know what is expected of your position.
- The Saint Louis County Municipal League came up with a Top Ten List of Best Practices:
 - 1) Balanced Budget Presented yearly.
 - 2) Utilize a cash management/accounting system
 - 3) Perform an annual audit/review
 - 4) Have and utilize a capital improvement program
 - 5) Manage risks by having proper insurance coverage
 - 6) Police-Public Safety
 - 7) Enforce Codes
 - 8) Up to date master plan
 - 9) Readily Available Ordinances
 - 10) Weekly trash pick up
- Mark Kienstra motioned, seconded by Bob Bess to go into closed executive session, following regular meeting.
- Roll call vote to go into closed session:
 - Bob Bess-AYE
 - Kevin Kelso-AYE
 - Mark Kienstra-AYE
 - Pat Williams-AYE
 - Paul Pfeiffer-AYE

ADJOURNMENT

Adjournment of Open Meeting

Mark Kienstra motioned to adjourn the meeting, seconded by Bob Bess. On voice vote, the motion was unanimously approved. The meeting closed at 7:50 P.M. The next Board of Trustee meeting will be held on Tuesday August 20, 2013 at **7:00 P.M.**

Closed Session pertaining to the following:

Missouri revised Statutes
Chapter 610
Governmental Bodies and Records
Section 610.021

- (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Adjournment of Closed Session

Bob Bess motioned to adjourn the closed session meeting, seconded by Kevin Kelso. On voice vote, the motion was unanimously approved.

Respectfully Submitted,

Chairman

Attest:

Village Clerk