

REGULAR MEETING OF THE BOARD OF TRUSTEES

November 18, 2014

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday November 18, 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, Officer Mike Thomezchek, St. Louis County Police, Sergeant Ray Absolon, St. Louis County Police, John Nanos, Boyd, Franz, and Stephans, Joe Limmer, JCL Accounting Services, and Jennifer Merritt, Secretary.

The meeting was called to order at 7:00 P.M. by Kevin Kelso.

PLEDGE OF ALLEGIANCE

Kevin Kelso stated a special thanks to the guests who have joined the meeting this evening.

ROLL CALL

Sue Ehrhardt conducted roll call. All trustees' present.

Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING –October 21, 2014

- Bob Bess motioned, seconded by Mark Kienstra, to approve October 21, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER'S REPORT-PAT WILLIAMS

- Beginning Balance \$400672.21, Receipts \$38,046.51, Disbursements \$24,101.73, Ending \$414,616.99.
- Bob Bess motioned, seconded by Mark Kienstra, to approve the October Treasurer's Report as stated. On voice vote, the motion unanimously passed.
- October Disbursements \$24,516.97.
 - A check for \$200.00 of the \$750.00 contract was cut to JCL Accounting Services for the QuickBooks migration.
 - A check for \$250.00 was cut to Saint Louis County for the problem properties.
 - A check for \$522.00 was cut to Saint Louis County for the Mosquito spraying this past summer.
 - A check for \$479.44 was cut to Access Engineering. This is for the Grant Road Project. This is a reimbursable expense.
 - Bob Bess motioned, seconded by Mark Kienstra, to approve the November 2014 Disbursements. On voice vote, the motion unanimously passed.
- QuickBooks
 - Joe Limmer from JCL Accounting Services spoke about the process of setting up the QuickBooks system for Grantwood Village.

- Credit Line at Commerce Bank is coming due and will need to be renewed. It is for \$50,000 and is considered an emergency fund. The cost is \$250.00

PUBLIC HEARING-REVIEW OF FINANCIAL STATEMENTS

- John Nanos, from Boyd, Franz, and Stephans, spoke about the review of the Financial Statements.
 - The review of the financial statements is a review of the prior history records to make sure there are reasonable and accurate.
 - The Town of Grantwood Village is on a cash basis method of accounting. Revenue and expenses are recognized when they occur.
 - After the review of the Town of Grantwood Village Financial Statements for FY 2014, there is no material modifications needed.
 - As of June 30, 2014:
 - Assets \$368,139
 - Only liability is the Municipal Court Bond Account \$1,709.00
 - Increase from last year of \$50,508.00
 - Revenue was \$420,762.00
 - Increase of \$32,767.00
 - Increased Tax Revenue, Fines and Fees
 - Expenditures \$370,254.00
 - Increase of \$43,306.00
 - Increases in Public Safety
 - Roads and Bridges increased
 - Restricted revenues were used and there is no carryover.
 - Other items:
 - The trustees' stipends have funded the lateral Sewer Fund. \$34,000 in Payments to the Lateral Sewer Fund.
 - There was extensive vouchering during the review. This means that every invoice was matched to the expense. There were only a couple of invoices misplaced which were found quickly.
 - Salting/Snow removal expenses were up from all of the winter activity last year.
 - The records were in good shape.
 - Questions
 - Question on how disbursements are changed on the monthly treasurers report if a check is not cashed. Going forward the disbursements will not be changed if a check is not cashed.

VILLAGE CLERK-SUE EHRHARDT

- April 2015 Election filing will be open from December 16, 2014 at 8am until January 20, 2015 at 5pm.
 - Three positions will be open
 - The names of the candidates will appear on the ballot in the order they are received.
 - If you are thinking about running, there is a bit of a time commitment, Sue Ehrhardt has been keeping track of her hours and spends about 35 hours a month on average on Village business.
- New Brochure has been updated.
 - Trustees please look it over and have any changes or suggestions to Sue Ehrhardt by the end of the month.
 - Every household in the Village will receive the new brochure with the Winter Newsletter.
 - The directory will soon be updated. Postcards for the information will be sent out with the Winter Newsletter.
 - A holiday letter will be sent from the trustees with safety tips and suggestions from Officer Mike..

BUILDING COMMISSIONER-BOB BESS

- The amount of people moving in and out of the village has decreased.
 - Since they are many new residents with smaller children, a suggestion would be to get some caution children signs put up around the Village.
 - Mark Kienstra and Bob Bess will determine the locations
 - Also look at the speed limit signs to determine if any new are needed or if any need to be replaced.
- Parking regulations.
 - Trailers are currently prohibited in driveways. Need to discuss how to enforce the ordinance or if the ordinance needs to be changed.

PUBLIC WORKS-MARK KIENSTRA

- Snow Removal Contract
 - Sent the bid specs to many companies. Only a few companies responded with our specs met, but two that responded have two technologies that are new for us this year.
 - McManus Construction Services
 - Offers a Brine Solution, to help offset the cost of salting and it is made up of a beet juice and salt solution
 - Midwest Weather
 - Offers a meteorologist staff, which help predict the snow and weather better.
 - Will look over all bids and hold a special meeting to approve one of them.

CHAIRMAN-KEVIN KELSO

GENNY WEBELHUTH-NEIGHBORHOOD WATCH

- There has been one new home owner this month. If anyone notices a new neighbor please let Genny Webelhuth know.
- Street signs at Shiloh and Navarre Circle are damaged.

MIKE THOMECZEK-POLICE OFFICER REPORT

- No Crime this month.
- The speeding study continued on Fernald, Zinzer, Raleigh, and Whitehaven.
 - The results of the study will be posted on the website.

VILLAGE ATTORNEY

- Worked on a dangerous building ordinance
- Worked on a flood plain ordinance
- Worked on a resolution for the snow removal contract
- Worked on a trailer ordinance
- Reviewed how the sunshine law interacts with the unique duties of the Trustees.

OLD BUSINESS

- The Economic Development Board has had the last member appointed. Charles Triplett from Lindbergh School District. The board will begin to meet after January 1, 2015.
- Problem Properties
 - Three problem properties have been turned over to Saint Louis County Problem Properties unit.
 - Jeff Young and Officer Reagan are working on the three. They have been extremely busy in the Ferguson area, so the process will take a bit to complete.

NEW BUSINESS

- Trailers in the Village.
 - There is a concern that many Villagers are using the enclosed trailers as a way to get around not being able to have sheds.
 - A piece will be put in the newsletter to get the resident input on whether they would like to have the trailers or sheds.
 - The ordinance currently states that a trailer may not be parked on a hard surface for more than 14 days but there is no way to enforce this since we cannot determine when the 1st day of the trailer being parked.
 - Suggested that a permit need to be obtained prior to the trailer being parked to be able to determine the 14 day period.
 - Discussion on Construction trailers and tying it into a building permit.
 - Discussion on paved surfaces
 - Discussion on Licensed vs. non-licensed trailers
 - Discussion on enforcement
 - Rich Magee will work on the ordinance and bring it back to the special meeting for discussion
- MSD issue speaking to residents without notifying the Trustees.
- Name change from Public Works to Public Services for the trustee position. This will also be discussed at the special meeting.

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 8:08 P.M. The special meeting will be held on Tuesday November 25, 2014 at 7:00 P.M. The next Regular Board of Trustee meeting will be held on Tuesday December 16, 2014 at 7:00 P.M.

Respectfully Submitted,

Chairman

Attest:

Village Clerk