

REGULAR MEETING OF THE BOARD OF TRUSTEES
October 21, 2014

The Regular Board of Trustees Meeting of the Town of Grantwood Village was held on Tuesday October 21, 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
Bob Bess, Building Commissioner

Also present were: Village Attorney, Rich Magee; Officer Mike Thomezchek, 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 except Mark Kienstra present.
Sue Ehrhardt announced a quorum.

MINUTES

REGULAR BOARD MEETING –September 16, 2014

- Bob Bess motioned, seconded by Sue Ehrhardt, to approve the September 16, 2014, meeting minutes as stated. On voice vote, the motion unanimously passed.

TREASURER’S REPORT-PAT WILLIAMS

- Beginning Balance \$387,676.29, Receipts \$34,816.19, Disbursements \$21,820.27, Ending \$400,672.21.
- Pat Williams added a foot note to the Treasurer’s Report for all outstanding items, from previous month disbursements.
- No unusual revenue.
- An order for checks was made for \$124.19; the amount of checks in the order is around 600.
- Bob Bess motioned, seconded by Sue Ehrhardt, to approve the September Treasurer’s Report as stated. On voice vote, the motion unanimously passed.
- October Disbursements \$24,201.73.
 - Sue Ehrhardt was reimbursed for toner and postage.
 - Kevin Kelso was reimbursed for the printing costs to have the newsletter copied and mailed.
 - Access Engineering check for \$5,346.17. This is for the Grant Road Project. The last checks were already reimbursed. The process takes 2-3 weeks for reimbursement.
 - Received rental income check from the cell tower.
 - There was \$60.00 paid to Saint Louis County, for housing of defendants when they are arrested. Grantwood Village contracts with Saint Louis County for the use of the jail at a rate of \$30/day. There were two prisoners held each for one day. The expense will be added on to the defendant’s fines and will be reimbursed once the defendant comes to court and pays the fines/costs.
 - Bob Bess motioned, seconded by Sue Ehrhardt, to approve the October 2014 Disbursements. On voice vote, the motion unanimously passed.

- QuickBooks
 - Mark Kienstra and Pat Williams met to discuss the possibility of switching the Village books from an Excel based format to a QuickBooks format. The Excel spreadsheets are complicated and can easily be messed up since there are many formulas.
 - The plan would to take two previous years plus the current year information and input it into the QuickBooks system.
 - Mark Kienstra and Pat Williams spoke with two accounting firms that specialize in QuickBooks. They received a proposal from each company. The lower of the two was from Joe Limmer from JCL Accounting Services LLC, which was for \$750.00 for the data entry, plus training and it will also be connected to the Excel version to be able to have a 10 year comparison. The other bid was from Beth Whitworth from Accounting Solutions Group which was much more in-depth work and at a higher cost.
 - Still trying to decide if Software will be purchased or if the web-based version will be used.
 - The data would be input into QuickBooks by December 2014 and support and training will be given.

VILLAGE CLERK-SUE EHRHARDT

- Two letters have been sent out Certified-Return Receipt. Both of the signature cards have come back. On one of the problem properties there is currently a contract for work to be completed to make the necessary repairs. The other is supposed to be getting the work completed.
- Currently working on a New Resident Brochure. Hope to have something prepared for the November meeting.
- The new directory will go out next year. New contact information cards will be sent out soon to be filled out and returned to ensure the most accurate information is put into the directory.
- Sue Ehrhardt went to the East-West Gateway FEMA meeting for municipalities and school districts on October 1, 2014.
 - The meeting went over catastrophe planning. For Grantwood Village to be eligible to apply and receive funds for assistance, a representative must go to the meetings. There is a survey that Sue Ehrhardt and Kevin Kelso have filled out. There is also some online training. It would be a good idea to have two trustees do the online training.
- Sue Ehrhardt to get all of the trailer ordinances together to review by the Trustees.

BUILDING COMMISSIONER-BOB BESS

- The month has been busy with building and remodeling.
- There was one problem with a roof that was replaced with the wrong type of roofing material. Spoke with the homeowner on several occasions and he is getting a roofer out there to repair it correctly. The house is in bad shape, and should be condemned. The Saint Louis County Neighborhood Preservation has been called and is working on it.
 - Discussion on what steps to take next, to get the case into the court side.
- There is also a pool problem on another property, where the position of the pool will not be within the ordinances. The pool company will be called and the problem dealt with.
- There are between 10 and 15 new home sales and many renovations underway, and the renovations need permits.

CHAIRMAN-KEVIN KELSO

- The PLHD Grant for the Grant Road improvements is moving into the bidding phase. Mr. Magee is contacting the Trailnet Board to settle easement questions.

GENNY WEBELHUTH-NEIGHBORHOOD WATCH

- There is a man calling and impersonating Police Officers. The person in the Village who received this call has contacted the authorities and it is now under investigation.

MIKE THOMECZEK-POLICE OFFICER REPORT

- Complaints about speeding in the Village.
- Officer Mike and the Saint Louis County Police Department have completed traffic studies on various roads and various times in the Village. All of the data show no vehicles going fast enough to receive a citation. The information will be posted on the Village website.
- Officer Mike will continue periodic checking of these areas.
- Reason for the complaints may be that the streets, especially in Old Grantwood, are very narrow and it may seem like a vehicle is driving faster than it really is.

VILLAGE ATTORNEY

- Received notice from the State Auditor that the tax rate was filed correctly.
- Spoke with Trailnet regarding the easement issue with the Grant Road Project.
- Reviewed the proposals for the QuickBooks conversion. Drafted a Resolution.

PUBLIC WORKS COMMISSIONER-MARK KIENSTRA-ABSENT-KEVIN KELSO SPOKE

- Street repairs in Old Grantwood are finishing up, mainly patchwork is being completed.

OLD BUSINESS

None

NEW BUSINESS

- QuickBooks Resolution
 - Bob Bess motioned, seconded by Pat Williams to read Resolution No. 683 by caption. On voice vote, the motion unanimously passed.
 - Sue Ehrhardt read the entire Resolution No. 683.
 - A resolution to approve a contract with a QuickBooks accountant to provide QuickBooks consulting services to the Town of Grantwood Village, Missouri.
 - No Discussion
 - Pat Williams motioned, seconded by Bob Bess to approve Resolution No. 683. On voice vote, the motion unanimously passed.

VILLAGER’S COMMENTS

ADJOURNMENT

The meeting adjourned at 7:45 P.M. The next Regular Board of Trustee meeting will be held on Tuesday November 18, 2014 at 7:00 P.M.

Respectfully Submitted,

Chairman

Attest:

Village Clerk