

PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, FEBRUARY 16, 2011 – 7:00 P.M.
VILLAGE OF TWIN OAKS – BOARD OF TRUSTEES’ MEETING
1393 BIG BEND ROAD, SUITE F, TWIN OAKS, MO 63021
(Next Bill #342 Ordinance #328 Resolution #76)

1. MEETING CALLED TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF CONSENT AGENDA
 - a. Meeting Minutes of January 19, 2011
 - b. Paid Bills as of January 14, 2011 to January 27, 2011
 - c. Paid Bills as of January 28, 2011 to February 10, 2011
 - d. Financial Reports as of January 2011
6. CITIZEN COMMENTS
7. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police - Officer Chad Deakin
 - b. Park Committee – Lisa Eisenhauer, Chairperson
 - c. Planning & Zoning – Trustee Graves, Liaison
8. OLD BUSINESS
 - a. Bill No. 338 – An Ordinance Amending Ordinance No. 267 (Meramec Road Boundary Adjustment) by Substituting a Revised Boundary Description as Shown on Exhibits “A” and “B” Attached to Said Prior Ordinance:
9. NEW BUSINESS
 - a. Bill No. 341- An Ordinance Authorizing and Directing the Execution of a Contract Between the Village of Twin Oaks and St. Louis County, Missouri for Mosquito Control Service:
10. SPECIAL DISCUSSION
 - a. Revisiting Utility Tax on Telephones
 - b. Discussion of Additional Summer Help
 - c. Village Administrator’s Report
 - d. Village Attorney’s Comments
 - e. Chairman and Trustee Comments
11. FINAL CITIZEN COMMENTS

12. MISCELLANEOUS

13. ADJOURNMENT

14. EXECUTIVE SESSION

Pursuant to RSMo Section 610.021 {1, 2 & 3}



Kathleen Yahl, MMC/MPCC
Village Administrator/Clerk

POSTED 3:00 P.M., February 10, 2011

The Board of Trustees of the Village of Twin Oaks, Missouri, may, as part of a workshop session or regular or special Board of Trustees meeting, hold a closed session to discuss legal actions, causes of legal action or litigation, leasing, purchasing or sale of real estate, hiring, firing, disciplinary action, promotion of personnel or employee labor relations pursuant to RSMo Section 610.021 (1), (2), and or (3).

PLEASE NOTE:

ANY PERSON REQUIRING PHYSICAL OR VERBAL ACCOMMODATIONS
SHOULD CONTACT THE VILLAGE OFFICE 36 HOURS PRIOR TO MEETING.
(636-225-7873)

COPIES OF PUBLIC RECORDS FOR THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION BEFORE AND AT THE TIME OF THE MEETING.

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
TWIN OAKS, ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, FEBURARY 16, 2011**

The meeting was called to order at 7:00 pm in the Board Room of the Village Office. Roll Call was taken.

Trustees: Paul Brockmann, Chairman—yea Karen Dresner—absent
 Jeff Graves—yea Ray Slama—absent
 Dennis Whitmore—yea

Also Present: Robert Hartzog, Village Attorney
 Kathy Yahl, Administrator/Clerk
 Sharon Ratliff, Assistant Village Clerk

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

APPROVAL OF THE AGENDA

Chairman Brockmann requested a motion for approval of the agenda. Trustee Whitmore requested that “Snowplowing” be added to 9b) New Business. He then motioned to approve the agenda as amended, seconded by Trustee Graves and motion passed with the unanimous consent of the Board.

CONSENT AGENDA

Chairman Brockmann requested a motion for approval of the agenda. Trustee Whitmore motioned to approve Meeting Minutes of January 19, 2011, Paid Bills as of January 14, to January 27, 2011, Paid Bills as of January 28 to February 10, 2011 and Financial Reports as of January 31, 2011 as submitted, seconded by Trustee Graves and motion passed with the unanimous consent of the Board.

CITIZEN COMMENTS

Bob and Dolores Hughes of 1581 Autumn Leaf Dr. stated that they are moving at the end of the month and stated how much they have enjoyed living in the Village and thanked everyone for being so good to them.

REPORT OF COMMISIONS, COMMITTEES, & CONTRACTORS

Police Report - Officer Deakin reviewed the January 2011 Activity Police Report, Month by Month 2011 Report and January 2011 Traffic Surveys.

Park Committee – Chairman Eisenhauer stated that the Committee met on February 10th and discussed park regulations and usage fees but will continue discussion at their next meeting. She advised that they have all the bands booked for the summer events. They discussed Administrator Yahl’s suggestion on hiring two part-time employees during the

summer and agreed that there is plenty of work that needs to be done to justify hiring the extra help. Administrator Yahl stated that representatives from Kids Around the World have completed removing the playground and that grading will begin next week, weather permitting.

Planning and Zoning – Trustee Graves stated that the Planning & Zoning Committee met the night before and continued discussing the sign ordinance. He stated that they have completed the sign grid for the Residential District and are half way through the Commercial District. He added that Administrator Yahl had emailed the Board with the changes that have been made so far and suggested to the Board that they review the changes and let the Commission know if there is anything they wish to further address while they are still in the process of reviewing the sign grid.

Trustee Slama arrived at 7:23 pm.

OLD BUSINESS

Bill No. 338 – An Ordinance Amending Ordinance No. 267 (Meramec Road Boundary Adjustment) by Substituting a Revised Boundary Description as Shown on Exhibits “A” and “B” Attached Hereto. Chairman Brockmann motioned to bring back to the table Bill No. 338, seconded by Trustee Whitmore. Trustee Brockmann stated that after speaking with St. Louis County Planning he feels that they now have the complete information attached to this Bill showing the northern and southern tract of Meramec Station Road and the proper property descriptions. Attorney Hartzog suggested that the title be amended to read “Attached Hereto” and remove “To Said Prior Ordinance”. Chairman Brockmann motioned to amend the title per Attorney’s Hartzog suggestions, seconded by Trustee Whitmore and motion passed with the unanimous consent of the Board. There being no further comments, Trustee Whitmore motioned to adopt Bill No. 338 as amended, seconded by Trustee Graves. Roll call was taken and motion carried 4-0 as follows: Trustee Dresner–absent, Whitmore–yea, Graves–yea, Brockmann–yea, Slama–yea. Chairman Brockmann stated that Bill No. 338 being duly passed on February 16, 2011 now becomes Ordinance 328.

NEW BUSINESS

Bill No. 341 – An Ordinance Authorizing and Directing the Execution of a Contract Between the Village of Twin Oaks and St. Louis County, Missouri for Mosquito Control Service. First reading of Bill No. 341 was given. Trustee Whitmore asked if they will still take requests for additional sprays for the events in the park. Administrator Yahl advised that St. Louis County will monitor breeding sites on a regular basis and spray only upon mosquito surveillance information and the human health threat from West Nile virus. There being no further comments the second reading of Bill No. 341 was given. Trustee Graves motioned to adopt Bill No. 341 as submitted, second by Trustee Slama. Roll call was taken and motion carried 4-0 as follows: Trustee Dresner–absent, Whitmore–yea, Graves–yea, Brockmann–yea, Slama–yea. Chairman Brockmann stated that Bill No. 341 being duly passed on February 16, 2011 now becomes Ordinance 329.

Trustee Graves and Trustee Slama suggested that Administrator Yahl look into other private companies that spray for mosquitoes for future reference.

Snowplowing: Trustee Whitmore suggested that Midwest Scapes address Autumn Leaf Dr. first during snow and ice. He stated that several residents complained that they could not get out during one of the past snowfalls and were told that Midwest Scapes was addressing Meramec Station Road first. He added that there were also complaints that the snowplows were not getting close enough to the mailboxes and the postman has had a hard time delivering the mail. The Board was in full agreement. Administrator Yahl advised that she had already discussed with Midwest Scapes that Autumn Leaf Dr. be addressed first and would talk to them about getting closer to the mailboxes. She also advised the Board that she had yard signs to put up in the Village prior to future snow forecasts reminding residents not to park on the street during snowstorms.

Trustee Slama questioned Officer Deakin if tickets had been written during the snowfalls. He responded that he and the other Officers knocked on their doors and requested that their cars be moved so no tickets were issued. Administrator Yahl advised that the Officers feel that the only place in our code that states “no parking during snowfall” is in the Traffic Schedule that was approved by Ordinance #208 and not written as a Section in the Code. She added that it also states that “No person shall park a vehicle on any Village street while snowplows are plowing or salting. (Plows operate with every two inch snowfall.)” She suggested to the Board that the portion in parentheses be removed from the Code book in order for the Officers to proceed writing tickets. The Board agreed and asked that she and Attorney Hartzog need to review this issue and make the necessary changes.

SPECIAL DISCUSSION

Revisiting Utility Tax on Telephones: Attorney Hartzog gave the Board the historical background on not charging utility tax. Trustee Slama suggested that Ameren and Missouri American Water pay sales tax and thought all utilities should. Currently Charter Communications still pays a quarterly franchise fee to the Village, per a court decision made several years ago, but as AT&T is not paying, we should ask Charter if we can opt out of the franchise fee so as not to be passed on to our residents. The Board asked Administrator Yahl to check with the St. Louis County Municipal League to see what other communities are doing and check with Charter about the opportunity to opt out.

Discussion of Additional Summer Help: Administrator Yahl discussed hiring additional summer help of two full-time workers for about 11 weeks. She said that there is plenty of work available for a second person for this summer and feels that the money could be taken from the General Fund, but monies from the Park & Stormwater Fund are specifically addressed, salaries being one of them. Trustee Whitmore voiced his concern that this is only the second month of the year and that money is going to be spent that was not identified during the budget discussions. Administrator Yahl stated that the need for extra help was discussed, but it has been difficult to find one summer helper, much less two. The opportunity to hire a second person only came up with a call from last year’s summer

helper, who said he has a friend who is looking for this type of summer job. Chairman Brockmann stated that the Trustees did not have to vote on anything as this was an administrative decision.

Village Administrator's Report: Administrator Yahl stated that unless the Board had any questions about her Report, she had nothing to add. She asked Trustee Whitmore if he had gotten a response from Representative Scharnhorst regarding the \$15,000 cap on group receipts within Villages. Trustee Whitmore stated that he had tried several times to contact him with phone calls and by email but has not received a response yet.

Village Attorney's Comments: Attorney Hartzog advised that the transfer of Birnamwood Deed has finally been recorded.

Chairman and Trustee Comments: Chairman Brockmann commented that while filling out his Missouri Tax form he noticed that there is no longer a space for the School District to be filled in and only take the information from your address. He stated that he does not understand if they have the capability to look up your information by your address for that filing why the Motor Vehicle Department doesn't have the same capability to use the address vs. the zip code in their system.

FINAL CITIZEN COMMENTS

Dolores Hughes advised the Board that in the Suburban Journal a couple weeks ago they listed the candidates that had filed and referred them as filing with the "City" of Twin Oaks and not the "Village". She was advised that the Village Staff would notify them of the mistake.

Attorney Hartzog addressed questions regarding tax issues as asked by Sterling Levy, a Reporter with the St. Louis Post Dispatch.

MOVE TO EXECUTIVE SESSION

Chairman Brockmann motioned to go into Executive Session at 8:05 p.m. to hold a closed meeting to discuss legal matters pursuant to Section 610.021 {1, 2 & 3}, seconded by Trustee Whitmore. Motion passed with the unanimous consent of the Board. Roll Call: Trustee Graves – yea, Brockmann - yea, Whitmore – yea, Dresner – absent and Slama - yea.

ADJOURNMENT

There being no further business, Chairman Brockmann motioned to adjourn the regular meeting at 8:34 pm, seconded by Trustee Slama. Motion passed with the unanimous consent of the Board.

Drafted By:

Sharon Ratliff
Sharon Ratliff
Village Assistant Clerk

Date of Approval:

March 2, 2011

ATTEST:

Kathleen Yahl
Kathleen Yahl, MPCC/MMC
Village Administrator/Clerk

Paul Brockmann
Paul Brockmann
Chairman, Board of Trustees