

PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, JUNE 15, 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 #349 Ordinance #337 Resolution #77)

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 June 01, 2011
 - b. Paid Bills as of May 26, to June 9, 2011
 - c. Financial Reports as of May, 2011
6. PUBLIC HEARINGS
 - a. Request for Outdoor Dining at Nicoletti’s Restaurant, 1366 Big Bend Square – Hutkin Development, Property Managers
 - b. Community Development Block Grant Funds-Allocation for 2012
7. CITIZEN COMMENTS
8. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police-Officer Mike Maxwell
 - b. Planning and Zoning-Jeff Graves, Board Liaison
 - c. Park Committee-Lisa Eisenhauer, Chairperson
9. OLD BUSINESS
 - a. None
10. NEW BUSINESS
 - a. None
11. APPOINTMENTS
12. SPECIAL DISCUSSION
 - a. Village Hall Discussion-Trustees Whitmore and Sohn
 - b. Changing Requirement of 5-mile Radius for Banking Services-Chairman Slama
 - c. Board of Adjustment Code Amendments-Attorney Hartzog
 - d. Village Administrator’s Report
 - e. Village Attorney’s Comments
 - f. Chairman and Trustee Comments

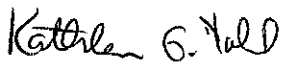
13. FINAL CITIZEN COMMENTS

14. MISCELLANEOUS

15. ADJOURNMENT

16. EXECUTIVE SESSION

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



Kathleen Yahl, MMC/MPCC
Village Administrator/Clerk

POSTED 9:00 A.M., JUNE 14, 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, JUNE 15, 2011**

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

Trustees: Ray Slama, Chairman - yea Jeff Graves - yea
 Jason Sohn - yea Dennis Whitmore - yea
 Mary Young - yea

Also Present: Robert Hartzog, Village Attorney
 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 Slama requested a motion for the approval of the agenda. Trustee Graves motioned to approve the agenda as submitted, seconded by Trustee Young and motion passed with the unanimous consent of the Board.

CONSENT AGENDA

Chairman Slama requested a motion for approval of the consent agenda. Trustee Graves motioned to approve the Meeting Minutes of June 01, 2011, Paid Bills as of May 26 to June 9, 2011 and Financial Reports as of May, 2011 as submitted, seconded by Trustee Young and motion passed with the unanimous consent of the Board. Chairman Slama abstained from Paid Bills.

PUBLIC HEARING

Request for Outdoor Dining at Nicoletti's Restaurant, 1366 Big Bend Square – Hutkin Development, Property Managers. Chairman Slama advised that this Public Hearing is a continuation from June 1, 2011. He referred to Trustee Graves, Liaison for Planning & Zoning Commission to update the Board on their meeting the night before. Trustee Graves stated that the Commission met with Gene Holtzman, Vice President of Hutkin Development who was able to answer questions that the Commission had regarding their application for Outdoor Dining at Nicoletti's Restaurant. The discussions were as follows:

- Patio will remain at the same level as the current triangle. They will have to remove the existing concrete and pour a new pad that will be the same width as the triangle.
- Fire Department stated the fire hydrant must stay outside the fence and/or fencing and must be 3 feet from the hydrant. There must be a gate to the east to let the people travel away from the building on the sidewalk. The tables under the

overhang must be permanently installed so that they can't be pulled together to close off the egress passage way, in either direction. Tables under the overhang must maintain the required ADA 42 inch clearance if placed on the walkway. The Fire Department also suggested that there should be a 4 way stop sign at this corner.

- Spacing under the covered walk way and new ramp width and grade will be ADA compliant. In the opinion of the architect and Hutkin Development they feel the new ramp access will be safer and more convenient than the existing ramp.
- No additional electric planned and feel that the adjacent lighting and overhang recess lighting would be plenty of light for the patio.

Trustee Graves concluded that the Planning & Zoning Commission made their recommendation to approve the modified plans submitted to the Village by Hutkin Management Company.

Mark Clements, Property Manager of Hutkin, Ed Ehert, Gray Design Group, Inc., and Mike Nicoletti with Nicoletti's Restaurant were in attendance at the Public Hearing to answer any questions from the Board and audience. Trustee Graves stated that time is of the essence and in the interest of maximizing revenues during the remaining outdoor dining season. He added that hopefully, the Village will see a successful boost in Nicoletti's business from this plan, which may lead to expansion of outdoor dining plans elsewhere in Big Bend Square and Twin Oaks Crossing in the future. With no further discussion, Trustee Whitmore motioned to end the Public Hearing at 7:14pm, seconded by Trustee Young and motion passed with the unanimous consent of the Board. Chairman Slama motioned to continue this discussion under Old Business, seconded by Trustee Whitmore and motion passed with the unanimous consent of the Board.

OLD BUSINESS

Chairman Slama stated that they do not have an Ordinance this evening to approve but will have one at the next Board meeting. Attorney Hartzog agreed that they could verbally approve the plans so they can be taken to St. Louis County and Assistant Clerk Ratliff would have a municipal approval letter ready to be picked up in the morning. The Board questioned Mr. Clements if he was requesting the stop sign per the Fire Department's suggestion and Mr. Clements stated he was. Chairman Slama motioned to accept Planning & Zoning's recommendation to accept the modified plans submitted to the Village by Hutkin Management Company June 8, 2011 for outdoor dining at Nicoletti's Restaurant, to include consideration of the Fire Department's suggestion as to stop and speed signage, and with the provision that the tables under the overhang on the premises will be permanently installed, seconded by Trustee Graves and motion passed with the unanimous consent of the Board.

Community Development Block Grant Funds – Allocation for 2012: Chairman Slama opened the Public Hearing at 7:23 pm to discuss the Community Development Block Grant Funds – Allocation for 2012. Chairman Slama explained in order to qualify for these funds; the Village must submit an application for funds to the Office of Community Development. These funds can be used for Public Services such as curb cuts, crosswalks

and other ADA and safety improvements within the Village or Acquisition such as help the Village acquire land for a Village Hall. Chairman Slama advised that a motion would need to be made to move forward and a proposed ordinance will be presented at a future Board meeting and that a decision can be made at a later date as to where they wish to allocate the funds. Trustee Young motioned to proceed with the agreement process, seconded by Chairman Slama and motion passed with the unanimous consent of the Board. There being no additional comments, Chairman Slama motioned to close the Public Hearing, seconded by Trustee Whitmore. Motion carried 5-0 and the Public Hearing was closed at 7:25 pm.

CITIZEN COMMENTS

No Citizen Comments.

REPORT OF COMMISSIONS, COMMITTEES, & CONTRACTORS

Police Report – Captain Sack with the St. Louis County Police was present and advised the Board that Officer Chad Deakin was promoted to Burglary Detective at the North Precinct and began his new assignment on June 6. Captain Sack then introduced Officer Mike Maxwell, who was now assigned to this position. The Board welcomed Officer Maxwell to the Village. Officer Deakin arrived at the meeting during the Park Committee Report to say it was a pleasure working in the Village and he enjoyed his time while he was here. The Board advised he would be missed and that they hope to see him at future events in the Village with his family.

Officer Maxwell reviewed the Stealth Survey that was run in April, 2010, The Activity Report from June 01 through June 07 and provided the May 2011 Traffic Surveys and Month to Month Report. Officer Maxwell advised that the purse theft from Schnucks had been completed and the suspects had been apprehended. He added Village employee, Eric Buehler, reported a purse that he found on Big Bend Road. Officer Maxwell was able to return the purse to the owner. Eric Buehler and Officer Maxwell each received a thank you card for recovering her purse. Chairman Slama requested that a copy of the thank you card be put in Eric Buehler's personnel file.

Planning and Zoning Report – Report given during Public Hearing.

Park Committee Report – Lisa Eisenhauer, Chairperson reported that the Committee met on June 9 and reported the following:

- Recommended a new member; Cortney Kelley.
- Reviewed Park Reservation form and made changes that she will forward to Administrator Yahl to have changed in the Village code.
- Fencing behind property at 98 Quinette Rd was discussed and they are still looking into prices for the fence and installment.
- Tennis Court repairs or a new court will go out to bid. Research and specifications are still being worked on.
- Shelter for the playground was delivered. Most of the items cannot be picked up and carried away but there is a box of metal brackets that Chairperson Eisenhauer

felt someone could come in and steal. Trustee Sohn offered to pick them up with his pickup truck after the meeting and have Eric, Maintenance pick them up in the morning and move to park storage.

- Reported the timeline for the remainder of the park playground improvements.

NEW BUSINESS

None.

APPOINTMENTS

Chairman Slama requested approval for the appointment of Cortney Kelley; 1312 Boly Lane to fulfill the unexpired term of Mary Young on the Park Committee and Shane Caskey; 1306 Boly Lane to be appointed as a new member of the Planning & Zoning Commission. Trustee Whitmore motion to appoint Cortney Kelley to the Park Committee replacing an open seat; expiring May 2013, seconded by Trustee Young and motion passed with the unanimous consent of the Board. Trustee Graves motioned to appoint Shane Caskey to the Planning & Zoning Commission for a 4 year term; expiring May 2015, seconded by Trustee Young and motion passed with the unanimous consent of the Board.

SPECIAL DISCUSSION

Village Hall Discussion: Moved to Executive Session.

Changing Requirement of 5-Mile Radius for Banking Services: Chairman Slama advised that he feels that the 5-mile radius rule used for banking services is outdated and feels that with the economy in the state it is in, that the Village could receive better rates if there was a no radius rule. He asked the Board to review Section 129.090 of the Village Code and a modified ordinance would be prepared for the next Board meeting for consideration.

Board of Adjustment Code Amendments: Attorney Hartzog advised that before the previous Chairman resigned he asked that the code for the Board of Adjustment be more user friendly because it was hard to understand. Attorney Hartzog stated he added new law changes to the ordinance and stated that he would like the Board of Trustees to direct the changes to the Planning & Zoning Commission for their recommendation.

Village Administrator's Report: Administrator Yahl was not in attendance but provided the Board with a written report. The following was discussed.

- Trustee Graves questioned why the Village was getting a bid for concrete work from the church parking lot to the park stairs. Chairman Slama explained that there is no real path for the public to walk to the park from behind the church and the area gets very muddy with the rain.
- Chairman Slama stated that the Village Office has been working on the optical scanning and asked Trustees Young and Graves if they would join together as the Technology Committee and get pricing on notebooks for the Board.

Village Attorney's Comments: No report was given.

Chairman and Trustee Comments: Chairman Slama stated that he sent the Board an email with Trustee Whitmore's suggestions to update the Village Purchasing Policy. He asked everyone to review it and they would discuss it at the next Board meeting.

FINAL CITIZEN COMMENTS

No final citizen comments.

MOVE TO EXECUTIVE SESSION

Chairman Slama asked that the Board go into Executive Session. Trustee Whitmore motioned to go into Executive Session at 8:10 p.m. to hold a closed meeting to discuss legal matters pursuant to Section 610.021 {1, 2 & 3}, seconded by Trustee Graves. Motion passed with the unanimous consent of the Board. Roll Call: Trustee Graves – yea, Slama - yea, Young – yea, Whitmore – yea and Sohn - yea.

ADJOURNMENT

There being no further business, Trustee Whitmore motioned to adjourn the regular meeting at 8:47 pm, seconded by Trustee Graves. Motion passed with unanimous consent from the Board.

Drafted By: Sharon Ratliff
Sharon Ratliff
Village Assistant Clerk

Date of Approval: July 6, 2011

ATTEST:

Sharon Ratliff
Sharon Ratliff
Village Assistant Clerk

Ray Slama
Ray Slama, Chairman
Village Board of Trustees