

**PUBLIC MEETING – TENTATIVE AGENDA
WEDNESDAY, MAY 04, 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 #347 Ordinance #332 Resolution #77)**

OLD BUSINESS

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 April 20, 2011
 - b. Paid Bills as of April 15, to April 28, 2011
 - c. Executive Minutes of April 20, 2011
6. ORDINANCES
 - a. Bill No. 344- An Ordinance Amending Chapter 220 “Park Regulations”:
 - b. Bill No. 345- An Ordinance Amending Chapter 410 “Sign Regulations”:
 - c. Bill No. 346- An Ordinance Amending Chapters 500 and 520 of the Municipal Code of the Village of Twin Oaks Providing Excavation Regulations for Both Public and Private Property:
7. RESOLUTION
 - a. Resolution #76-A Resolution of the Board of Trustees of the Village of Twin Oaks, County of St. Louis, State of Missouri, Accepting the Abstract of the Village Election Held on the 5th Day of April 2011 as returned to the Village by the Board of Election Commissioners of St. Louis County and Filing all Trustee Positions as Follows:
8. PRESENTATION
9. ADJOURNMENT SINE DIE
10. OATHS OF OFFICE
11. ELECTION OF NEW CHAIRMAN

NEW BUSINESS

1. ROLL CALL

2. CITIZENT COMMENTS
3. REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a. Police – Officer Deakin
4. OLD BUSINESS
 - a. None
5. NEW BUSINESS
 - a. None
6. SPECIAL DISCUSSION
 - a. Village Administrator's Report
 - b. Village Attorney's Report
 - c. Chairman's Report/Trustee Comments
7. FINAL CITIZEN COMMENTS
8. MISCELLANEOUS
9. ADJOURNMENT



Kathleen Yahl, MMC/MPCC
Village Administrator/Clerk

POSTED 3:00 P.M., April 30, 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, MAY 04, 2011**

The meeting was called to order at 7:07 pm in the Board Room of the Village Office. Roll Call was taken.

Trustees: Paul Brockmann, Chairman-yea Karen Dresner-yea
Jeff Graves-yea Ray Slama-yea
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.

OLD BUSINESS

APPROVAL OF THE AGENDA

Chairman Brockmann requested a motion for approval of the agenda. Trustee Whitmore requested that Park Committee be added under New Business. Chairman Brockmann asked that Bill No. 345 be removed from the Agenda due to additional formatting. Trustee Whitmore motioned to approve the agenda as amended, seconded by Trustee Dresner and motion passed with the consent of the Board.

CONSENT AGENDA

Chairman Brockmann requested a motion for approval of the consent agenda. He stated that due to the fact there is no Executive Meeting scheduled with the old Board this evening, the Executive Minutes should be added to the consent agenda for approval. Trustee Graves motioned to approve the Meeting Minutes of April 20, 2011, Paid Bills as of April 15 to April 28, 2011 and the Executive Minutes of April 20, 2011 as submitted, seconded by Trustee Whitmore and motion passed with the consent of the Board. Trustee Slama abstained from voting on the approval of the Executive Meeting Minutes of April 20, 2011.

ORDINANCES

Bill No. 344 – An Ordinance Amending Chapter 220 “Park Regulations”. First reading of Bill No. 344 was given. No discussion or comments. The second reading of Bill No. 344 was given. Trustee Whitmore motioned to adopt Bill No. 344 as read, seconded by Trustee Dresner. Roll call was taken and motion carried 5-0 as follows: Trustee Dresner - yea, Whitmore - yea, Graves - yea, Brockmann - yea, Slama - yea. Chairman Brockmann stated that Bill No. 344 being duly passed on May 4, 2011 now becomes Ordinance 332.

Bill No. 346 – An Ordinance Amending Chapters 500 and 520 of the Municipal Code of the Village of Twin Oaks Providing Excavation Regulations for Both Public and Private Property. First reading of Bill No. 346 was read. No discussion or comments. The second reading of Bill No. 346 was given. Trustee Dresner motioned to adopt Bill No. 346 as read, seconded by Trustee Graves. Roll call was taken and motion carried 5-0 as follows: Trustee Dresner - yea, Whitmore - yea, Graves - yea, Brockmann - yea, Slama - yea. Chairman Brockmann stated that Bill No. 346 being duly passed on May 4, 2011 now becomes Ordinance 333.

RESOLUTION

Resolution #76 – A Resolution of the Board of Trustees of the Village of Twin Oaks, County of St. Louis, State of Missouri, Accepting the Abstract of the Village Election Held on the 5th Day of April, 2011 as returned to the Village by the Board of Election Commissioners of St. Louis County and Filing all Trustee Positions as Follows. Resolution #76 was read. No discussion or comments. Trustee Slama motioned to adopt Resolution #76 as read, seconded by Trustee Whitmore. Roll call was taken and motion carried 5-0 as follows: Trustee Slama - yea, Whitmore - yea, Dresner - yea, Brockmann - yea, Graves - yea.

PRESENTATION

The Board of Trustees and Village Staff presented Chairman Brockmann and Trustee Dresner with gifts in appreciation of their years of service with the Village.

ADJOURNMENT SINE DIE

Chairman Brockmann declared the meeting over via adjournment sine die.

OATHS OF OFFICE

Attorney Hartzog swore in Jason Sohn, Mary Young and Dennis Whitmore each for a two-year term as a Trustee for the Village of Twin Oaks.

ELECTION OF NEW CHAIRMAN

The Trustees were asked to write down who they would like to elect as Chairman of the Board. Ballots were passed to Administrator Yahl and she announced that the tally showed Trustee Slama was elected as Chairman.

NEW BUSINESS

ROLL CALL

Roll call was taken for the new Board.

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

CITIZEN COMMENTS

Cheryl Stahl of 98 Quinette Dr. expressed concerns regarding the condition of the street and water erosion that she feels was caused when Crescent Ave was overlaid for the second time. She asked the Board to review pictures and a video of the water flooding the driveway and her garage. Next, Ms. Stahl stated that the vegetation along the road needs to be trimmed back. Her final concern regarded noise from the playground, which abuts her property and trespassers coming onto her property. She requested that the Board of Trustees install a fence and sound barrier to address these issues. She stated that when her father donated 8 acres of his property to the Village for the park that it was agreed that a playground would not be built abutting the rear of the property. Chairman Slama stated that he would like to meet with her regarding her concerns and asked she set up an appointment with Village Administrator Yahl. Ms. Stahl also requested that she receive the minutes and comments that were made during the Public Hearing for the proposed park improvement project, held in 2009 and the 2010 minutes since they are no longer on the website. Chairman Slama advised that the minutes would be forwarded to her and again they would discuss all her issues when they meet.

REPORT OF COMMISSIONS, COMMITTEES, & CONTRACTORS

Police Report – Officer Deakin reviewed the month of April 2011 Police Activity Report, April 2011 Traffic Surveys and Month by Month for 2011 with the Board. He also provided the Stealth Survey Report for Crescent Avenue that was done on April 28, 2011 for 24 hours.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Park Committee: Trustee Whitmore reported that the Park Committee had a special meeting the night before to discuss the design of the safety surface for the playground. He advised that the Committee endorsed a green surface with oak leaves and tree branches that will also have hop scotch incorporated with the design and that SWT would place the order. He reported that the concrete could not be poured until they had five days of consecutive dry weather and that they cleared the trees today.

SPECIAL DISCUSSION

Village Administrator's Report: Administrator Yahl reported the following:

- Received a confirmation letter from Tom Shoemaker; Landesign stating that the river birch roots damaged by the playground will be repaired by drilling 1.5" diameter holes, 10-12" deep and two feet apart within the drip line of the tree. They will spread a 3" deep layer of mulch within the drip line reducing the depth to zero as it approaches the trunk of the tree. If the decline or death of the tree occurs during or within two years of completion of the project, Landesign will replace the total of 12 caliper inches with multiple trees of not less than 2.5" caliper each.
- Surveyors will be out this Thursday or Friday to prepare for work to be done after the grading is completed.

- Gary Baute, owner of the Pet Cemetery would like to review a proposal for a small directional sign to be added to the current sign post on Boly Lane to help visitors locate the cemetery. Administrator Yahl had asked him to write something up for the Board but had not received it yet.
- Hutkin Development presented a letter to the Board at the last meeting requesting outdoor dining for Nicoletti's in Big Bend Square. At that time, the Board suggested that Hutkin present a plan for the other restaurants to be able to offer the same outdoor seating. Hutkin provided responses to the Board's request and stated that there was not enough room to offer the other restaurants the same. Chairman Slama advised Administrator Yahl to have Hutkin Development submit their plans to the Planning & Zoning Commission for their recommendation.
- Arbor Day was held in the Park on April 27th and Perry Eckhardt of the Missouri Department of Conservation did a great presentation with the students from the Valley Park School District and that there were approximately 100 students, faculty and residents in attendance. She added that all food, drink and paper products were donated by Shop N' Save.
- The Easter Egg Hunt was held on April 7th and although it was rainy, approximately 50 children were in attendance.
- Advised that people who are reserving the park are also reserving the volleyball court but due to the construction she feels that we should close the court down until construction has been completed. Chairman Slama suggested that the volleyball court remain open and only close it the week that construction is being done on the sewer inlet.
- Received an estimate on the dead trees at 48-Crescent Ave. She stated that Mrs. Bell is not comfortable with people in her house doing the repairs that St. Louis County Inspectors reported. Trustee Sohn stated that he spoke with Mrs. Bell this afternoon and it seemed to him that Mrs. Bell was under the impression that the work was being bid out. Administrator Yahl advised she would sit down with Mrs. Bell to discuss the inspection report again and what work the Board was requesting be completed.
- St. Louis County has begun a new program called SAVES (Sustainable and Verifiable Energy Savings), which provided low interest loans of up to \$15,000 to St. Louis County homeowners for upgrades that improve comfort and reduce energy costs in their homes. Further information would be added to the newsletter and website for our residents.
- Stated that Canine Officer, Tyler Edgecombe was in attendance before the meeting and thanked the Board in person with his dog, Mikey for the Village's generous donation for the training canine suit. Administrator Yahl stated that the Village's donation was really for a camera and that would be donated to him along with the canine suit that Valley Park donated at an Assembly next week. Administrator Yahl will be attending the Assembly to present the camera to the St. Louis County Police Precinct.

Village Attorney's Comments: Attorney Hartzog spoke with Jim Dunajcik of GBA regarding the easement for the pathway into the park from Autumn Leaf Dr. Mr. Dunajcik reviewed the area as requested and in his opinion feels that it is possible that the pathway can be made ADA accessible. He stated that a survey would need to be completed for grading easements and that they may have to request an easement from MSD and residents that own Lot 14. They estimated the survey cost would be \$2,500 and that a partial design (25-30%) of the pathway would need to be drawn in order to give an estimate of what the total cost would be. Chairman Slama requested that this information be given to the Park Committee for their review and consideration.

Chairman and Trustee Comments: Trustees Whitmore and Graves advised that they attended the Municipal Arbor Day Celebration last Friday and thought it was very interesting to hear what other cities did last year to qualify for Tree City USA. They advised that Twin Oaks was presented with a flag and plaque for being a part of the Tree City program for five years.

Chairman Slama and the Board members welcomed new Trustees Jason Sohn and Mary Young.

FINAL CITIZEN COMMENTS

No final citizen comments.

ADJOURNMENT

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

Drafted By: Sharon Ratliff
Sharon Ratliff
Village Assistant Clerk

Date of Approval: May 18, 2011

ATTEST:

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

Ray Slama
Ray Slama, Chairman
Village Board of Trustees