**DRAFT**

**VILLAGE OF COUNTRY CLUB, MISSOURI**

 **BOARD OF TRUSTEES MEETING MINUTES**

November 12, 2019

The Village of Country Club, Missouri Board of Trustees, after giving proper notice IAW the Missouri Sunshine Law, met in Regular Session at 6;45 P.M. on November 12, 2019 in the meeting room of the Village Hall, 6601 North Belt Highway, Country Club, Missouri. Board of Trustees Chairman Ashley Albers opened the meeting at 6:45 PM.

**Roll Call:** Members present: Ashley Albers, Elmer Mayse, and Lori Severn. Also present Gary Chambers, Clerk. Tammy O’Meara-Chambers and Suzanne Bradley absent.

**Citizens’ Comments;** Bob Haynes, 6322 Glendale Road asked a question regarding the $3,150 entry on the Miscellaneous item (General Fund Revenue). Doug Everett , C.P.A. Village accountant added the miscellaneous item to account for income received from United Fiber, Inc. for land lease/transport box and Huff Lawn Care, LLC lump sum payment for leasing a small parcel of ground( to store rock salt) next to WWTP garage. Ms. Albers will discuss changing the miscellaneous title to lease income at the next budget meeting.

 **Minutes Approval:** Motion by Mr. Mayse to approve October 8, 2019 meeting minutes as written. Motion second by Ms. Severn. Motion approved by a vote of 3-0 in favor. Motion by Ms. Severn to approve October 22, 2019 meeting minutes as written. Motion second by Mr. Mayse. Motion approved by a vote of 3-0 in favor.

 **COMMITTEE REPORTS:**

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**Building Maintenance**: A-Rite Plumbing inspected the water problem in the office. The supply line pipe which feeds the outside spicket developed a leak. The leak has stopped. If the water spicket is shut off the pipe will not leak. However, the extremely heavy file cabinet against the east wall should be moved in order to allow the plumber to open the access panel

and repair the supply line pipe.

**Street Committee**: Mr. Mayse and Ted Hargis, Street Committee member met with 4 MODT engineers to discuss future improvements at the intersection of DD Highway and John Glenn Road (west side). Mr. Mayse stressed the importance of partnering with state and county governments to develop a realistic plan to improve safety for area motorists.

**Planning and Zoning Committee** : Lori Severn reported on the Planning and Zoning Committee meeting. Ms. Severn reported on a variance request to install a fence (east side of house near front building line) at 18 Ridgeland Road.

 Ms. Severn mentioned that Village Prosecuting Attorney Emily Bauman sent a letter to the property owner at 17 Chadwick Lane requesting compliance with a request by Country Club Village for the property owner to relocate her fence from the front property line to back property line.

**WWTP:** No major maintenance problems at the WWTP during October 2019.

**Personnel** : Ms. Albers announced the formation of a new personnel committee. The committee members are currently preparing a job posting to advertise the Chief of Police positon. Police Chief Richard Scott is retiring December 31, 2019.

**Police**: Police Chief Richard Scott submitted the October 2019 Officer Activity Report for board members to review.

**OLD BUSINESS:** Board members discussed the Roma Lane Sanitary Sewer Relocation project details. Andy Macias, Snyder Engineering submitted cost estimates for the project. Board members agreed to discuss the project in greater detail at the November 19, 2019 budget work session.

The clerk reported that Andy Macias , Snyder Engineering inspected the WWTP drainage project work on November 7, 2019. Mr. Macias was pleased with the quality of work performed by Huff Lawn Care, LLC. Drew Huff completed the project on November 8, 2019.

**NEW BUSINESS:**

The board briefly discussed the village owned Ford F-150 truck and snow plow currently housed in the garage next to the WWTP. The truck needs brake replacement. The truck and snow plow were purchased to clean village streets after light snow. Board members agreed to discuss this matter in greater detail at the November 19, 2019 budget work session.

The clerk announced that filing for two Country Club Village Board of Trustees positions will open on December 17, 2019 . Filing for Board of Trustees positions will close on January 21, 2020. The General Election is scheduled for April 7, 2020.

**FINANICIAL REPORT & PAYMENT OF EXPENSES:**

The Board of Trustees reviewed financial statements and bill payment information for October 2019. Mr. Mayse offered a motion approve the October 2019 financial statements. Motion second by Ms. Severn. Motion approved by a vote 3-0 in favor.

**Citizens’ Comments; None**

**Adjournment**

Mr. Mayse moved to adjourn the open meeting and transition to a closed session meeting to discuss a personnel issue. Motion second by Ms. Severn. Motion to adjourn the public meeting and transition to a closed session approved by a vote of 3-0 in favor. Open session meeting adjourned at 7:19 p.m. Note: The public meeting will not reopen at the conclusion of closed session meeting.

The next meeting is scheduled for November 19, 2019 at 4:00 p.m. (budget work session meeting) and the next Board of Trustees meeting is scheduled for December 9, 2019 at 6:45 p.m..

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Ashley Albers, Chairperson

Board of Trustees, Country Club Village, Missouri

ATTEST:

Gary Chambers, Clerk