

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, January 21, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:05 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

1. Under New Business add item 1 *Residence at 2431 Walton Road.*
2. Under Work Session add item 2 *Street Lighting.*
3. Move item 1 *Purchasing Ordinance* from New Business to item 3 Work Session.

Robert Fitzgerald made a motion to pay the bills as presented; Tom Drennan seconded the motion. The motion carried unanimously.

Approval of Prior Month's Minutes:

A motion was made by Tom Drennan and seconded by Robert Fitzgerald to approve the minutes of the December 17, 2009 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$17,370.17 were presented by Treasurer Joy Drennan. The following warrants (checks) are included in this month's disbursement:

- 6709 (32146) City of St. John for Snow Removal (\$810.00)
- 6716 (32151) Missouri Municipal League for Annual Dues (\$293.59)
- 6719 (32154) Scotts Landscaping for Lawn Services August to November 2009 (\$320.00)
- 6720 (32155) Sullivan Publications for Ordinance Codification (\$3,500.00)

Carrie Logan made a motion to pay the bills as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Carrie Logan made a motion to accept the reports as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Discussion from the Floor:

Mr. Tyvark formerly of R&R Auto on Lackland had comments to the board about trying to reopen his company to provide oil changes, safety inspections, tires, tune-ups, and minor repairs. Capt. Morris of the St. John Police department explained some of the police action at Mr. Tyvark's former place of business.

Old Business:

1. Occupancy Permits - Adopt St. John Fees

Joy will write an ordinance for fee schedules and we will use them to match St. John fees.

2. 2010 Road Repairs

Phillip will research road repairs required throughout the city.

New Business:

1. Residence at 2431 Walton Road

The residence at 2431 Walton Road is in obvious violation of several ordinances due to neglect and unlicensed vehicles. A motion was made by Tom Drennan and seconded by Carrie Logan to approve an inspection of the property and send a registered letter notice of violations to the last known address. The motion carried unanimously.

The motion for adjournment was made by Robert Fitzgerald with a second by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:59 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Sewer Lateral Repair at 24XX Northland

Tom Drennan will follow up with the homeowner.

2. Street Lighting

Phillip will check on the costs of removing a light on Graceland and having it reinstalled on the village lot.

3. Purchasing ordinance

Discussion of this ordinance has moved to next month.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
 2. Assisted clerk in preparation for meeting and with election filing for April 06, 2010 municipal election.
 3. Removed leaves along village curbs.
-

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 92,131.09 December 31, 2009
 - A. G. Edwards (Money Market) \$ 132,179.59 December 31, 2009
 - A. G. Edwards (Sewer Lateral) \$ 18,843.91 December 31, 2009
 - Profit & Loss Statement unavailable this month.
-

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
 2. Spoke with City of St. John regarding snow plowing.
 3. Reissued POD permit for dumpster on Ashland Avenue.
-

Building Commissioner – Tom Drennan

1. Sent requests for inspections to City of St. John.
2. Issued occupancy permits as required.
3. Assisted clerk with election filing for municipal election April 06, 2010
4. Spoke with workers at former location of R&R Auto regarding recent activity on site.
5. Issued permits.

Permits Issued: 4**Vacant Homes/ For Sale / For Lease (August 2009): 12**

Sewer Lateral Administrator – Tom Drennan

1. Conferred with plumber regarding their bid proposal for 24XX Ashland sewer lateral request.
-

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	12/1-12/31/2009
Contract Patrol	93.7
Additional Time in Village	20.25
Tickets issued	22
Payments received	\$1,304.00

Health Commissioner – Kevin Liebig

1. Continued with patrolling village for code violations.

Rodent Abatement Requested: None**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, February 18, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:01 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

1. Under New Business remove item 1 *Fees Ordinance - Bill 454 Ordinance 447.*
2. Under New Business add item 2 *Community Development Block Grant Agreement - Bill 455 Ordinance 448.*

Carrie Logan made a motion to pay the bills as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Approval of Prior Month's Minutes:

A motion was made by Tom Drennan and seconded by Robert Fitzgerald to approve the minutes of the January 21, 2009 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$22,248.80 were presented by Treasurer Joy Drennan. The following warrants (checks) are included in this month's disbursement:

- 6721 (32156) Department of the Treasury (IRS) for 2009 payroll liability (\$984.60)
- 6728 (32162) City of St. John for Snow Removal (\$1012.50)
- 6729 (32162) City of St. John for Building Inspections (\$180.00)
- 6738 (32169) Schwan Home Services, Inc. for business license overpayment (\$35.00)
- 6739 (32173) Wells Fargo for Sewer Lateral Account transfer (\$7,872.48)

Tom Drennan made a motion to pay the bills as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Carrie Logan reported on our investments and discussed some strategies to increase our returns. The sewer lateral program was discussed. Robert Fitzgerald made a motion to accept the reports as presented; Tom Drennan seconded the motion. The motion carried unanimously.

Discussion from the Floor:

There was no discussion from the floor.

Old Business:**1. Occupancy Permits - Adopt St. John Fees**

Joy will write an ordinance for fee schedules and we will use them to match St. John fees.

2. 2010 Road Repairs

Holloran Contracting, Inc. submitted two bids for road repairs; however the board deemed the bids to expensive. Phillip will research road repairs required throughout the city and send out bid requests.

3. Residence 24XX Walton Road

Summonses have been issued on this property.

New Business:**1. Fees Ordinance - Bill 454 Ordinance 447**

Removed

2. Village Lot -

The village can ask the rezoning board to zone it. This issue will be discussed further at the March meeting.

3. Community Development Block Grant Agreement - Bill 455 Ordinance 448

A motion was made by Tom Drennan and seconded by Robert Fitzgerald (Bill 455, Ordinance 448) authorizing the Chairman of the Village of Sycamore Hills to enter into an agreement with St. Louis County, Missouri for municipal housing and community development cooperation agreement 2010.

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 455 was declared to be duly enacted as Ordinance 448.

A motion was made by Carrie Logan and seconded by Tom Drennan to approve The motion for adjournment was made by Robert Fitzgerald with a second by Kevin Liebig. The motion carried unanimously. Adjournment was at 8:02 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Sewer Lateral Repair at 24XX Northland

Tom Drennan has an approved bid for the repair.

2. Purchasing ordinance

This ordinance will be presented next month.

3. Budget 2010/2011

The budget was reviewed. It will be presented for passage next month.

4. Miscellaneous

Nothing to discuss.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
2. Assisted clerk with meeting preparation.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 99,024.62 January 31, 2010
- A. G. Edwards (Money Market) \$ 131,741.14 January 31, 2010
- A. G. Edwards (Sewer Lateral) \$ 18,844.12 January 31, 2010
- Revenue \$163,408.14 Expense \$158,711.15

Street Commissioner – Tom Drennan

1. Spoke with City of St. John regarding snow plowing regarding 2500 block of Walton.
2. Cleaned storm sewer inlets as needed.

Building Commissioner – Tom Drennan

1. Sent requests for inspections to City of St. John.
2. Issued occupancy permits as required.

Permits Issued: 6**Vacant Homes/ For Sale / For Lease: 12**

Sewer Lateral Administrator – Tom Drennan

1. Conferred with plumber regarding their bid proposal for 24XX Ashland sewer lateral request.
2. Reviewed proposal for 24XX Northland sewer lateral repair.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	1/31/2010
Contract Patrol	106
Additional Time in Village	14
Tickets issued	48
Payments received	\$2131.50

Health Commissioner – Kevin Liebig

1. Continued with patrolling village for code violations.

Rodent Abatement Requested: None**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, March 18, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:02 pm. Trustees present were Health Commissioner Kevin Liebig, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Finance Commissioner Carrie Logan was excused. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Robert Fitzgerald and seconded by Tom Drennan to approve the minutes of the February 18, 2009 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$15,971.91 were presented by Treasurer Joy Drennan. The following warrants (checks) are included in this month's disbursement:

- 6740 (32174) St. Louis County for election expenses (\$272.22)
- 6747 (32180) City of St. John for snow removal (\$3240.00)
- 6748 (32180) City of St. John for housing inspections (\$135.00)
- 6757 (32187) Phillip Burke for reimbursement of anti-virus software (\$44.99)

Tom Drennan made a motion to pay the bills as presented; Robert Fitzgerald seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Tom Drennan made a motion to accept the reports as presented; Robert Fitzgerald seconded the motion. The motion carried unanimously.

Discussion from the Floor:

Susan Tyarks requested information for a business to be located at 8621 Lackland.

Old Business:

1. 2010 Road Repairs

Phillip went through all the streets and marked the areas needing repair. He will prepare a letter requesting bids from the City of St. John that will also include a request to install some sign posts.

2. Village Owned Lot

We reviewed the current county assessed value and decided that \$5,000 will be our initial asking price for the property. Phillip Burke will prepare a letter to send to the current businesses in the village. The letter will include a statement that we will consider rezoning the property. The letter will be reviewed by the attorney before sending.

New Business:

1. 2010/2011 Budget Bill 456 Ordinance 449

A motion was made by Tom Drennan and seconded by Kevin Liebig (Bill 456, Ordinance 449) An Ordinance Adopting a Budget For The General Funds For the Village of Sycamore Hills For FY2010 .

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

Thereupon Bill 456 was declared to be duly enacted as Ordinance 449.

2. Purchasing Ordinance Bill 454 Ordinance 447

A motion was made by Robert Fitzgerald and seconded by Kevin Liebig (Bill 455, Ordinance 448) An Ordinance Establishing Policies and Procedures for Purchasing and Procurement of Goods and Services For the Village of Sycamore Hills.

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

Thereupon Bill 454 was declared to be duly enacted as Ordinance 447.

The motion for adjournment was made Tom Drennan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:37 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Inspection results for 24XX Walton

A forwarding address was found for the owner. A first class and certified letter will be sent to this address for the vehicle in violation on this property. We will follow up with the City of St. John on the status of the inspection.

2. Sewer Lateral Repair at 24XX Northland

Tom Drennan has an approved bid for the repair but no action has been taken yet.

3. Fees Ordinance Review

This ordinance was reviewed and will be presented next month.

4. Software installs on village computer

Only the data administrator will install software on the computer.

5. Miscellaneous

An inspection was conducted on the property at 24XX Ashland which has several violations.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
2. Attended St. Louis County Municipal League meeting.
3. Assisted clerk with meeting preparation.
4. Attended Mayors of Small Cities meeting.
5. Marked streets for repairs.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 92,277.68 February 28, 2010
- A. G. Edwards (Money Market) \$ 132,033.06 February 28, 2010
- A. G. Edwards (Sewer Lateral) \$ 18,844.27 February 28, 2010
- Revenue \$ 177,974.27
- Expense \$ 174,567.12

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Checked out damaged sign.

Building Commissioner – Tom Drennan

1. Sent requests for inspections to City of St. John.
2. Issued occupancy permits as required.
3. Inspected home on Ashland for code enforcement violations, ordered inspection by City of St. John.

Permits Issued: 3**Vacant Homes/ For Sale / For Lease: 11**

Sewer Lateral Administrator – Tom Drennan

1. Conferred with plumber regarding their bid proposal for 24XX Ashland sewer lateral request.
2. Reviewed proposal for 24XX Northland sewer lateral repair.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	3/18/2010
Contract Patrol	103
Additional Time in Village	16
Tickets issued	25
Payments received	\$1349.50

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected home on Ashland for violations.

Rodent Abatement Requested: None**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, April 15, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:02 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan and Chairman Phillip Burke. Police Commissioner Robert Fitzgerald and Street Commissioner Tom Drennan were excused. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Kevin Liebig and seconded by Carrie Logan to approve the minutes of the March 18, 2009 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$12,212.35 were presented by Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Kevin Liebig made a motion to accept the reports as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Discussion from the Floor:

Capt. Morris of the St. John Police Department reviewed services provided recently.

Old Business:

1. 2010 Road Repairs

Phillip went through all the streets and marked the areas needing repair. He sent a letter requesting bids from the City of St. John that also included a request to install some sign posts.

2. Village Owned Lot

We reviewed the current county assessed value and decided that \$5,000 will be our initial asking price for the property. Phillip Burke will prepare a letter to send to the current businesses in the village. The letter will include a statement that we will consider rezoning the property. The letter will be reviewed by the attorney before sending.

New Business:

1. Police Contract Bill 457 Ordinance 450

A motion was made by Kevin Liebig and seconded by Carrie Logan (Bill 455, Ordinance 448) "An Ordinance Repealing Ordinance No. 439 And Adopting A New Ordinance Authorizing The Chairperson Of The Board Of Trustees To Execute An Agreement For Police Services To Be Rendered To The Village Of Sycamore Hills By The City Of St. John And Providing For The Terms Of Such Contract".

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald				X
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald				X
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 457 was declared to be duly enacted as Ordinance 450.

2. Fees Ordinance Bill 458 Ordinance 451

A motion was made by Kevin Liebig and seconded by Carrie Logan (Bill 458, Ordinance 451) "An Ordinance Establishing A Fee Schedule For All Permits And Inspections Required In The Village Of Sycamore Hills".

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald				X
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald				X
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 458 was declared to be duly enacted as Ordinance 451.

3. Business License Application for Tyvarks Auto Repair, 8621 Lackland

No application was received.

The motion for adjournment was made Carrie Logan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:18 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Inspection results for 24XX Walton

Some of the exterior of the property has been repaired. Broken windows, an unlicensed vehicle and yard debris remain.

2. Sewer Lateral Repair at 24XX Northland

Tom Drennan has an approved bid for the repair but no action has been taken yet. Since the owner has not taken care of issue, the village will hire a contractor to make the repair as soon as possible.

3. Inspection results for 24XX Ashland

An inspection was conducted on the property which has several violations. This item remains in work.

4. Street and Sidewalk Repairs

Possible street and sidewalk repairs were discussed. CDBG funds may be available to fix sidewalks where they do not comply with ADA requirements.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
2. Attended St. Louis County Municipal League meeting.
3. Attended Mayors of Small Cities meeting.
4. Assisted clerk with meeting preparation.
5. Marked streets for repairs.
6. Marked areas for sign replacement.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 92,277.68 February 28, 2010
- A. G. Edwards (Money Market) \$ 132,033.06 February 28, 2010
- A. G. Edwards (Sewer Lateral) \$ 18,844.27 February 28, 2010
- Revenue \$ 177,974.27
- Expense \$ 174,567.12

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Checked out damaged sign.

Building Commissioner – Tom Drennan

1. Sent requests for inspections to City of St. John.
2. Issued occupancy permits as required.
3. Inspected home on Ashland for code enforcement violations, ordered inspection by City of St. John.

Permits Issued: 3**Vacant Homes/ For Sale / For Lease: 11**

Sewer Lateral Administrator – Tom Drennan

1. Conferred with plumber regarding their bid proposal for 24XX Ashland sewer lateral request.
2. Reviewed proposal for 24XX Northland sewer lateral repair.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	4/15/2010
Contract Patrol	136.6
Additional Time in Village	18.25
Tickets issued	38
Payments received	\$1896.50

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected home on Ashland for violations.

Rodent Abatement Requested: None**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, May 20, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:03 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Reading of Election Results:

The clerk read the results of the April 2010 Elections.

Oath of Office:

Robert Fitzgerald and Kevin Liebig took the oath of office.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Tom Drennan and seconded by Kevin Liebig to approve the minutes of the April 15, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$13,014.13 were presented by Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Tom Drennan made a motion to accept the reports as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Discussion from the Floor:

Sgt. Selby noted that the City of St. John has a new web site. The St. John Expo will occur on August 28 from 4 -11 pm at McKibbon and St. Charles Rock roads and will food, beverages, and music.

Old Business:**1. 2010 Road Repairs**

St. John Public Works has presented bids for repairs.

A motion was made by Kevin Liebig and seconded by Tom Drennan to accept the bid for pothole repairs. The motion carried unanimously

A motion was made by Kevin Liebig and seconded by Robert Fitzgerald to accept the bid for street repairs. The motion carried unanimously

A motion was made by Tom Drennan and seconded by Carrie Logan to accept the bid for street sign replacement. The motion carried unanimously

2. Village Owned Lot

We reviewed the current county assessed value and decided that \$5,000 will be our initial asking price for the property. Phillip Burke will prepare a letter to send to the current businesses in the village. The letter will include a statement that we will consider rezoning the property. The letter will be reviewed by the attorney before sending.

New Business:**1. Business License Application**

Tyarks Auto Repair, 8621 Lackland presented their case for a business license. They would employ 2 employees in the village and the 5 currently in Bridgeton. There several items are missing to complete the business license application including a copy of the lease, a no tax due letter, a sales

tax number, proof of property tax paid and a MO license ID for this address. This item will be tabled until the next meeting.

2. Appointment of Public Officials for 2010/2011 - Bill 459 Ordinance 452

A motion was made by Kevin Liebig and seconded by Robert Fitzgerald (Bill 459, Ordinance 452) "An Ordinance Authorizing the Appointment of Village Officials and Commissions".

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 459 was declared to be duly enacted as Ordinance 452.

The motion for adjournment was made Robert Fitzgerald and seconded by Tom Drennan. The motion carried unanimously. Adjournment was at 7:58 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Inspection results for 24XX Walton

Some of the exterior of the property has been repaired. Broken windows, an unlicensed vehicle and yard debris remain. The attorney will prepare an ordinance for an administrative search warrant.

2. Sewer Lateral Repair at 24XX Northland

Tom Drennan has an approved bid for the repair but no action has been taken yet. Since the owner has not taken care of issue, the village will hire a contractor to make the repair as soon as possible.

3. Street and Sidewalk Repairs

Possible street and sidewalk repairs were discussed. CDBG funds may be available to fix sidewalks where they do not comply with ADA requirements.

4. 24XX Ashland

Also in need of repairs.

5. Audit of village

For our size of a city an audit every 5 years should be sufficient.

6. Bagworm Spraying

We will forgo bagworm spraying this year to see if it makes a difference in the health of the trees.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
2. Attended St. Louis County Municipal League meeting.
3. Attended Mayors of Small Cities meeting.
4. Assisted clerk with meeting preparation.
5. Marked streets for repairs.
6. Marked areas for sign replacement.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 68,525.84 April 30, 2010
- Wells Fargo (Money Market) \$ 131,923.02 April 30, 2010
- Wells Fargo (Sewer Lateral) \$ 26,897.55 April 30, 2010
- Revenue \$ 20,780.27
- Expense \$ 25,230.74

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.

Building Commissioner – Tom Drennan

1. Issued occupancy permits as required.
2. Spoke with mortgage company regarding vacant home on Hartland with accumulated trash on porch.
3. Inspected homes on Hartland and sent violation notices as needed.

Permits Issued: 8

Vacant Homes/ For Sale / For Lease: 14

Sewer Lateral Administrator – Tom Drennan

1. Spoke with owner of 24XX Northland regarding sewer lateral repair.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	4/1/2010-4/30/2010
Contract Patrol	117
Additional Time in Village	25
Tickets issued	36
Payments received	\$1,794.00

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected village.
3. Maintaining vacant home 25XX Brown.

Rodent Abatement Requested: None

Health Code Inspections: None

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, June 17, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:02 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

1. Under New Business add item 2 *Overland Lion's fair*.
2. Under New Business add item 3 *Bonds*.
3. Under New Business add item 4 *Fema/Sema Flood Maps*.
4. Under Work session add item 4 *Comments from John Tajkowski*.

Robert Fitzgerald made a motion to accept the amendments; Kevin Liebig seconded the motion. The motion carried unanimously.

Public Hearing - Community Development Block Grant

The Community Development Block Grant Public Hearing was called to order at 7:05pm. The CDBG handout was available for review. Joy explained the eligible projects the \$20,000 of grant funds for the year 2011. We will check to see if any money from the previous year may be rolled into the next year. The village prioritized the possible village projects as follows:

1. Sidewalks with engineering advice
2. Curbs
3. Community Cleanup
4. Signage

The Public Hearing was adjourned at 7:16 pm.

Approval of Prior Month's Minutes:

A motion was made by Carrie Logan and seconded by Tom Drennan to approve the minutes of the May 20, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$17,301.07 were presented by Treasurer Joy Drennan. Tom Drennan made a motion to pay the bills as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Tom Drennan spoke of the difficulty recently of obtaining the appropriate permits from a resident using a POD per our ordinance. Our attorney will draft a letter to the portable storage company saying permits are required, we may consider amending our ordinance requiring permits prior to delivery of any portable storage. Another approach may have the village require the portable storage company be responsible for the fee. Carrie Logan made a motion to accept the reports as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Discussion from the Floor:

There was no discussion from the floor.

Old Business:**1. 2010 Road Repairs**

Road repairs were completed satisfactorily.

2. Village Owned Lot

Phillip Burke is working on the letter of offer.

New Business:**1. Business License Application**

Road Rage Performance and Sound, 8621 Lackland presented their case for a business license for complete car care. The business could be operational within 30 days.

It was proposed to issue a temporary business license for a period to end on September 16, 2010, at that time the business will reviewed for compliance with the special use permit and a possible extension to December 31, 2010 with a review of the lease agreement to occur in November.

The special use permit will include the following:

- 1. Business hours 9:30am to 5:30pm M-F, with occasional work on weeknights and weekends by appointment.*
- 2. No auto body work.*
- 3. Fence to be completed by July 15.*
- 4. No parking by the company on public streets.*
- 5. All vehicles in parking lot to be properly licensed.*
- 6. No more than 12 vehicles parked on the property at any time.*
- 7. Any merger with another business to be reviewed by the village.*

A motion was made by Carrie Logan and seconded by Kevin Liebig to approve the temporary business license with special uses as described. Upon a roll call vote the temporary business license was approved. Phillip Burke will prepare and send the business license.

2. Overland Lions Fair

The annual fair will be August 26-29. As in previous years barricades will be put on the affected streets and parking permits will be distributed 2 per residence.

3. Bonds

Tom Drennan will investigate bond coverage for appointees and employees.

4. Fema/Sema Floodplain Maps

The village is no longer in floodplain according to the most recent maps.

The motion for adjournment was made Carrie Logan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 8:39 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Review of addresses in need of maintenance

The statuses of various residences under observation were reviewed.

2. Review of Administrative Search Warrant Ordinance

The attorney reviewed the ordinance and commented on various protections it affords the village and the residents. This will be a tool that will allow village officials to inspect properties after receiving the appropriate warrant from the municipal judge.

3. Miscellaneous

Carrie Logan will monitor phone messages during the clerk's vacation. The codification of ordinances is nearly complete.

4. Comments from John Tajkowski

John Tajkowski commented on changes to his business and that it would have not affect on his representation of the village.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
 2. Assisted clerk with meeting preparation.
 3. Inspected street repairs.
-

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 68,525.84 May 31, 2010
 - Wells Fargo (Money Market) \$ 132,032.58 May 31, 2010
 - Wells Fargo (Sewer Lateral) \$ 24,144.40 May 31, 2010
 - Revenue \$23,392.61
 - Expense \$42,385.77
-

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
 2. Inspected street repairs.
-

Building Commissioner – Tom Drennan

1. Issued occupancy permits as required.
2. Sent grass violation letters to 24XX Brown, 24XX Hartland.
3. Spoke to 24XX Hartland regarding need for driveway permit.
4. Spoke with home owner, tenants and POD company regarding need for a storage permit at 24XX Hartland.
5. Sent violation letter to two homes regarding dead tree removal.
6. Sent violation letter to 89XX Sycamore Court regarding trash and debris in driveway and grass length.

Permits Issued: 2**Vacant Homes / For Sale / For Lease: 14**

Sewer Lateral Administrator – Tom Drennan

1. 24XX Hartland sewer lateral repair, working with resident and reviewing tape.
-

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	5/01-05/31/2010
Contract Patrol	N/A
Additional Time in Village	N/A
Tickets issued	23
Payments received	\$1,559.00

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected village.
3. Maintaining vacant home 25XX Brown.

Rodent Abatement Requested: None**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, July 15, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:05 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Robert Fitzgerald and seconded by Kevin Liebig to approve the minutes of the June 17, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$13,095.20 were presented by Treasurer Joy Drennan. Carrie Logan made a motion to pay the bills as presented; Tom Drennan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Carrie Logan made a motion to accept the reports as presented; Robert Fitzgerald seconded the motion. The motion carried unanimously.

Discussion from the Floor:

Complaints about 24xx Brown road will be forwarded to the building inspector and the St. John Police Department to investigate. There have some complaints to the village about Charlack's radar cameras on I-170. Complainants will be told to contact Charlack.

Old Business:

1. Village Owned Lot

Phillip Burke the draft letter has been prepared and is in review with the attorney.

2. Overland Lion's Fair August 26-29

Walton, Oakland, and Ashland will be parking by permit only as in past years. Two hanging tags will be issued to each household. Additional hanging tags may be obtained by appointment with make, model, and license number of additional vehicles.

3. Bonds

Tom Drennan discussed his research into bonds. He will obtain estimates for bonds starting at a minimum of \$100,000.00.

New Business:

1. Administrative Search Warrant Ordinance - Bill 10-460 Ordinance 10-453

A motion was made by Kevin Liebig and seconded by Tom Drennan (Bill 460, Ordinance 453) "An Ordinance Amending of the Village of Sycamore Hills, Missouri, amending the municipal code by addition of Ordinance 453 relating to the requirements and procedure for issuance of administrative search warrants by the judge of the municipal court."

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 10-460 was declared to be duly enacted as Ordinance 10-453.

The motion for adjournment was made Tom Drennan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 8:39 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Review of addresses in need of maintenance

The statuses of various residences under observation were reviewed.

2. Trimming of Trees

Several trees along Graceland between Walton and McKibbon need trimming. The village will send letters to homeowners for their trees in their yards. Phillip will obtain estimates for street trees needing trimming.

3. Parking of Vehicles

Several vehicles are parking over the curb. The police department will follow up.

4. Miscellaneous

The attorney will investigate the village's ability to control overgrowth in alleys.

Chairman - Phillip Burke

1. Cleaned storm sewer inlets.
 2. Assisted clerk with meeting preparation.
 3. Reviewed trees needing trimming.
-

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 68,688.36 June 30, 2010
 - Wells Fargo (Money Market) \$ 132,292.40 June 30, 2010
 - Wells Fargo (Sewer Lateral) \$ 24,144.60 June 30, 2010
 - Revenue \$45,247.62
 - Expense \$55,612.64
-

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
 2. Picked up branches after storm.
-

Building Commissioner – Tom Drennan

1. Worked on 89XX1 Sycamore Court with Trustee Liebig.
2. Approved plans for driveway 24XX Hartland.
3. Spoke with 24XX Walton in regards to need for building permit for new deck and patio.
4. 24XX Hartland dead tree removed.
5. Issued permits as needed.

Permits Issued: 4**Vacant Homes / For Sale / For Lease: 14**

Sewer Lateral Administrator – Tom Drennan

1. 24XX Hartland sewer lateral repair, inspected and completed. Waiting on invoice.
-

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	06/01/-06/30/2010
Contract Patrol	111
Additional Time in Village	28
Tickets issued	45
Payments received	\$1934.50

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected village.
3. 89XX Sycamore Court – F/U on problem with weeds & debris in yard. Has not been addressed.
4. 24XX Brown Road & 88XX Graceland. F/U on rat issue. Offered assistance in eliminating the problem.
5. Maintaining vacant home 25XX Brown.

Rodent Abatement Requested: 3**Health Code Inspections: None**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, August 19, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:05 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Kevin Liebig and seconded by Carrie Logan to approve the minutes of the July 15, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$13,396.35 were presented by Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Kevin Liebig made a motion to accept the reports as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Discussion from the Floor:

St. John's Police passed out flyers about St. John's Day Fair August 26-29. Investigation of Road Rage owner revealed no criminal connection. They requested additional restrictions on the Road Rage business license.

A member of Calvary Church requested permission to block off the half block of Hartland nearest the church for a BBQ on October 9, 2010. Permission was granted. During the event St. John's Police Department will have an officer available and Community Fire Protection District will have a fire truck.

Old Business:**1. Village Owned Lot**

The draft letter has been prepared and is in review with the attorney.

2. Overland Lion's Fair August 26-29

Walton, Oakland, and Ashland will be parking by permit only as in past years. Two hanging tags will be issued to each household. Additional hanging tags may be obtained by appointment with make, model, and license number of additional vehicles.

3. Bonds

Tom Drennan discussed his research into bonds. The maximum bond amount offered was \$50,000. On advice of our attorney the minimum amount should be \$100,000. He will research other bonding companies.

New Business:

None

The motion for adjournment was made Carrie Logan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:21 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes**1. Trimming of Trees**

Several trees along Graceland between Walton and McKibbon need trimming. The village will send letters to homeowners for their trees in their yards. Phillip will obtain estimates for street trees needing trimming. Tree companies usually lower their estimates during the winter months so the bids will go out later this year.

2. Alley

The attorney investigated the village's ability to control overgrowth and debris in our alley. The village does not have authority to issue citations in Charlack. An approach would be to have Charlack cite their residents using the village as complainant. The attorney is waiting to have a conversation with the City of Charlack attorney. Kevin Liebig stated he went to the City of Charlack and requested they address residents who throw yard waste into alley; no action was taken. He then knocked on the door of the Charlack resident and requested the debris be removed and it was.

Chairman - Phillip Burke

1. Painted all signposts in village.
2. Installed 5 new signs.
3. Cleaned storm sewer inlets.
4. Sprayed some village streets for weeds.
5. Removed some damaged branches from over the streets.
6. Assisted clerk with meeting preparation.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 68,688.36 June 30, 2010
- Wells Fargo (Money Market) \$ 132,292.40 June 30, 2010
- Wells Fargo (Sewer Lateral) \$ 24,144.60 June 30, 2010
- Revenue \$45,247.62
- Expense \$55,612.64

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Picked up branches after storm.

Building Commissioner – Tom Drennan

1. Worked on 89XX Sycamore Court with Trustee Liebig.
2. Approved plans for driveway 24XX Hartland.
3. Spoke with 24XX Walton in regards to need for building permit for new deck and patio.
4. 24XX Hartland dead tree removed.
5. Issued permits as needed.

Permits Issued: 4**Vacant Homes / For Sale / For Lease: 14**

Sewer Lateral Administrator – Tom Drennan

1. 24XX Hartland sewer lateral repair inspected and completed. Waiting on invoice.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	07/01-07/31/2010
Contract Patrol	144.1
Additional Time in Village	19.61
Tickets issued	50
Payments received	\$1070.00

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Inspected village.
3. 89XX Sycamore Court – F/U on problem with weeds & debris in yard. Has not been addressed.
4. 24XX Brown Road & 88XX Graceland. F/U on rat issue. Offered assistance in eliminating the problem.
5. Maintaining vacant home 25XX Brown.

Rodent Abatement Requested: 3

Health Code Inspections: None

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, September 16, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:04 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Public Hearing - 2010 Tax Rate

Set the Tax Rate for 2010 (Bill 461, Ordinance 454)

The Public Hearing was called to order at 7:06 pm. The village clerk explained the tax rate.

The bill was read in full. A motion was made by Kevin Liebig and seconded by Tom Drennan (Bill 461, Ordinance 454) "An Ordinance establishing the annual rate of tax levy for the year 2010".

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 461 was declared to be duly enacted as Ordinance 454.

Amendment of Agenda:

1. Under Work session add item 5 *St. Louis County Codes.*
2. Under Work session add item 6 *IRS Discussion.*
3. Under Work session add item 7 *Snow Plowing.*

Robert Fitzgerald made a motion to accept the amendments; Kevin Liebig seconded the motion. The motion carried unanimously.

Approval of Prior Month's Minutes:

A motion was made by Tom Drennan and seconded by Kevin Liebig to approve the minutes of the August 19, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$14,090.75 were presented by Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Carrie Logan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Carrie Logan made a motion to accept the reports as presented; Tom Drennan seconded the motion. The motion carried unanimously.

Discussion from the Floor:

From Road Rage requested an extension of his business license.

Old Business:

1. Village Owned Lot

The draft letter has been prepared and is in review with the attorney.

2. Bonds

Upon research by the attorney \$50,000 should be sufficient to protect the village. The bond should cover all the trustees and the treasurer. Tom Drennan will get quotes to be presented at the October meeting.

New Business:**1. Extension of Road Rage Business License**

A motion was made by Carrie Logan and seconded by Tom Drennan to extend the temporary business license with current restrictions until December 31, 2010. The motion carried unanimously. Phillip Burke will prepare and send the business license.

The motion for adjournment was made Carrie Logan and seconded by Tom Drennan. The motion carried unanimously. Adjournment was at 7:37 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes**1. Alley**

We cannot cite Charlack residents. It was recommended to have the St. John Police Department take photographs of the alley and work with the Charlack Police Department for code enforcement. Tom Drennan will work on this.

2. Lawn Mowing Contract (Add Alley)

The attorney will draft a contract and ordinance for the lawn mowing service..

3. Compost Dumpster

After discussion it was decided to contact St. John to see if we could arrange to use there facilities.

4. Newsletter

The newsletter is in work.

5. St. Louis County Codes

The updated codes will be presented by ordinance next month.

6. IRS discussion

There have been several letters from the IRS office that conflict with each other; however, the latest review from the IRS appears that we are within \$10 of our required contribution.

7. Snow plowing

We will prepare an ordinance to contract with the city of St. John for next month.

Chairman - Phillip Burke

1. Assisted clerk with meeting preparation.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 61,621.25 August 31, 2010
- Wells Fargo (Money Market) \$ 132,821.72 August 31, 2010
- Wells Fargo (Sewer Lateral) \$ 22,415.00 August 31, 2010

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Picked up branches after storm.
3. Cleaned trash and debris from streets.
4. Requested City of St. John to replace missing stop sign at Graceland & Walton.
5. Assisted with placing and removing barricades for the Lions Fair.
6. Passed out parking permits for Lions Fair.

Building Commissioner – Tom Drennan

1. Spoke with resident at 24XX Brown regarding dumpster permit.
2. Sent code enforcement authorization for 24XX Ashland, no results as yet.
3. Issued permits as needed.

Permits Issued: 6**Vacant Homes / For Sale / For Lease:** 14

Sewer Lateral Administrator – Tom Drennan

1. 24XX Northland - information given to owner regarding sewer lateral program for rental property. No response. Contacted property manager for same property, no response.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	1 Aug. - 31 Aug. 2010
Contract Patrol	119.3
Additional Time in Village	20.0
Tickets issued	32
Payments received	\$604.25

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Sprayed weed killer on some curbs and gutters through out village.
3. Inspected 24XX Walton Road regarding complaint of high weeds.
4. Assisted with placing and removing barricades for the Lions Fair.
5. Assisted with distribution of parking permits for the Lions Fair.

Rodent Abatement Requested: None**Health Code Inspections:** See above.

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, October 21, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:04 pm. Trustees present were Health Commissioner Kevin Liebig, Police Commissioner Robert Fitzgerald, and Chairman Phillip Burke. Finance Commissioner Carrie Logan and Street Commissioner Tom Drennan were excused. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

1. Under Work session add item 5 *CDBG*.
2. Under Work session add item 6 *Codification*.

Robert Fitzgerald made a motion to accept the amendments; Kevin Liebig seconded the motion. The motion carried unanimously.

Approval of Prior Month's Minutes:

A motion was made by Robert Fitzgerald and seconded by Kevin Liebig to approve the minutes of the September 16, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$13,555.00 were presented by Treasurer Joy Drennan. Robert Fitzgerald made a motion to pay the bills as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Kevin Liebig made a motion to accept the reports as presented; Robert Fitzgerald seconded the motion. The motion carried unanimously.

Discussion from the Floor:

The city of St. John Police Department will work as servers at the Applebee's on November 4, 2010 to raise funds for high school scholarships.

Old Business:

1. Village Owned Lot

The draft letter has been reviewed with the attorney. It will be included in the business license applications.

2. Bonds

Tom Drennan is continuing to get quotes to be presented at the November meeting.

New Business:

1. Adoption of St. Louis County Codes (Bill 462, Ordinance 455)

The bill was read in full. A motion was made by Robert Fitzgerald and seconded by Kevin Liebig (Bill 462, Ordinance 455) "An Ordinance Adopting and Enacting the Building, Residential, Existing Building, Mechanical, Electrical and Plumbing Codes of the County of Saint Louis..."

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

Thereupon Bill 462 was declared to be duly enacted as Ordinance 455.

2. Snow Plowing Contract (Bill 463, Ordinance 456)

The bill was read in full. A motion was made by Kevin Liebig and seconded by Robert Fitzgerald (Bill 463, Ordinance 456) "An Ordinance Authorizing The Chairman Of The Board Of Trustees To Execute An Agreement For Snow Removal Services To Be Rendered To The Village Of Sycamore Hills By The City Of St. John And Providing For The Terms Of Such Contract."

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		X

Thereupon Bill 463 was declared to be duly enacted as Ordinance 456.

3. Lawn Mowing Contract (Bill 464, Ordinance 457)

The bill was read in full. A motion was made by Kevin Liebig and seconded by Robert Fitzgerald (Bill 464, Ordinance 457) "An Ordinance Authorizing and Directing the Chairman of the Board of Trustees of the Village of Sycamore Hills, Missouri, To Enter into An Agreement with Scott's Lawn Service For Grass Cutting, Trimming And General Maintenance Of Village Parkways, Alleys And City-Owned Properties".

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan				X
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan				X

Thereupon Bill 464 was declared to be duly enacted as Ordinance 457.

4. Authorize additional work in alley

Phillip Burke will request bids from the City of St. John for further work in the alley.

The motion for adjournment was made Kevin Liebig and seconded by Robert Fitzgerald. The motion carried unanimously. Adjournment was at 7:26 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Newsletter

The board reviewed the newsletter prepared by the clerk.

2. Transfer of investments to local bank

Phillip will research options.

3. Village Business Licenses

Business license permitted uses were reviewed.

4. Compost Dumpster

We will not provide a dumpster this year due to lack of manpower to patrol.

5. Village Continuity

A discussion was held concerning the future of the village and recent comments by public officials.

6. CDBG

The CDBG coordinator has requested a new survey to include only the village.

7. Codification

The codification is nearly complete

Chairman - Phillip Burke

1. Assisted clerk with meeting preparation.
 2. Attended St. Louis County Municipal League Meeting.
 3. Trimmed trees along school sidewalk.
-

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 64,262.68 September 30, 2010
 - Wells Fargo (Money Market) \$ 132,774.49 September 30, 2010
 - Wells Fargo (Sewer Lateral) \$ 22,265.18 September 30, 2010
 - State Auditor certified the 2010 tax rates submitted September 17, 2010.
 - MOPERM annual audit and questionnaire completed.
 - 2010 3rd quarter payroll taxes completed.
-

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
 2. Cleaned trash and debris from streets.
-

Building Commissioner – Tom Drennan

1. Spoke with resident regarding leaking water at 24XX Hartland Avenue, contacted MO. American Water.
2. Met with resident at 24XX Brown regarding changes in electrical codes.
3. Issued permits as needed.

Permits Issued: 6**Vacant Homes / For Sale / For Lease: 14**

Sewer Lateral Administrator – Tom Drennan

1. 2435 Northland - information given to owner regarding sewer lateral program for rental property. No response. Contacted property manager for same property, no response.
-

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	1 - 30 Sept. 2010
Contract Patrol	111.5
Additional Time in Village	16.7
Tickets issued	17
Payments received	\$2793.50

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.

Rodent Abatement Requested: None**Health Code Inspections: See above.**

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, November 18, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:09 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Street Commissioner Tom Drennan Police Commissioner Robert Fitzgerald, and Chairman Phillip Burke. Clerk Joy Drennan and Attorney John Tajkowski were also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

1. Under New Business add item 2 Election Filing.

Tom Drennan made a motion to accept the amendments; Carrie Logan seconded the motion. The motion carried unanimously.

Approval of Prior Month's Minutes:

A motion was made by Robert Fitzgerald and seconded by Kevin Liebig to approve the minutes of the September 16, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$13,571.38 were presented by Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Tom Drennan seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Robert Fitzgerald made a motion to accept the reports as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Discussion from the Floor:

None.

Old Business:

1. Bonds

Tom Drennan is continuing to get quotes to be presented at the January meeting.

New Business:

1. 2010 Election (Bill 465, Ordinance 458)

The bill was read in full. A motion was made by Tom Drennan and seconded by Carrie Logan (Bill 465, Ordinance 458) "An Ordinance Calling for General Election April 05, 2011 For the Village of Sycamore Hills, Missouri."

The vote on the said motion was as follows on the first reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

The vote on the said motion was as follows on the second reading:

Trustee	Abstain	Yes	No	Absent
Phillip Burke		X		
Tom Drennan		X		
Robert Fitzgerald		X		
Kevin Liebig		X		
Carrie Logan		X		

Thereupon Bill 458 was declared to be duly enacted as Ordinance 465.

2. Election Filing

Kevin Liebig will be at city hall at 8 am on Tuesday December 14, 2010.

The motion for adjournment was made Tom Drennan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:26 pm.

Attested by:

Joy Porter Drennan
Village Clerk

Work Session Minutes

1. Transfer of investments to local bank

Phillip has researched options and will look on some more.

Chairman - Phillip Burke

1. Assisted clerk with meeting preparation.
2. Prepared business license renewals for distribution.
3. Delivered newsletters.
4. Attended St. Louis County Municipal League Meeting.
5. Contacted MO American Water regarding leak at 24XX Hartland Avenue.
6. Cleaned storm sewer inlets.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 68,721.54 October 31, 2010
- Wells Fargo (Money Market) \$ 132,774.77 October 31, 2010
- Wells Fargo (Sewer Lateral) \$ 22,265.37 October 31, 2010
- Revenue \$ 89,117.20 Expense \$109,842.88

* Delivered newsletters

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Cleaned trash and debris from streets.
3. Helped clerk with newsletter preparation for distribution, delivered newsletters

Building Commissioner – Tom Drennan

1. Spoke with resident regarding leaking water at 2408 Hartland Avenue, contacted MO. American Water. Contacted MO. American Water (again) regarding the increased water flow. Contacted property owner.
2. Issued permits as needed.

Permits Issued: 5**Vacant Homes / For Sale / For Lease: 14****Sewer Lateral Administrator – Tom Drennan**

Nothing to Report

Police Commissioner – Robert Fitzgerald

Supplemental Report- St. John Police have been asked to monitor 24XX Walton For continued violation of ordinance 304 (vehicles not covered).

Police Report Summary	
Reporting Period	November 1-30, 2010
Contract Patrol	120.7 Hours
Additional Time in Village	32.7 Hours
Tickets issued	78
Payments received	\$1,028.25

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.
2. Delivered newsletters.

Rodent Abatement Requested: None**Health Code Inspections:** See above.

The regular monthly meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Thursday evening, December 16, 2010 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 7:02 pm. Trustees present were Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Police Commissioner Robert Fitzgerald, and Chairman Phillip Burke. Clerk Joy Drennan and Street Commissioner Tom Drennan were excused. Attorney John Tajkowski was also present. The meeting opened with the Pledge of Allegiance.

Amendment of Agenda:

There were no amendments to the agenda.

Approval of Prior Month's Minutes:

A motion was made by Robert Fitzgerald and seconded by Kevin Liebig to approve the minutes of the November 18, 2010 meeting. The motion carried unanimously.

Presentation and Payment of Bills:

Bills in the amount of \$17,373.76 were presented by Phillip Burke for Treasurer Joy Drennan. Kevin Liebig made a motion to pay the bills as presented; Robert Fitzgerald seconded the motion. The motion carried unanimously.

Reports of the Chairman and Commissioners:

Reports were submitted by the Chairman and the Commissioners and are attached as Appendix A. Robert Fitzgerald made a motion to accept the reports as presented; Kevin Liebig seconded the motion. The motion carried unanimously.

Discussion from the Floor:

None.

Old Business:

None

New Business:**1. Business Licenses**

Business license applications were presented for renewal.

The motion to approve the business licenses applications presented was made by Robert Fitzgerald and seconded by Carrie Logan. The motion carried unanimously.

A motion to approve the business licenses for businesses that had not turned in applications for one additional month to expire on January 20, 2011 was made by Carrie Logan and seconded by Kevin Liebig. The motion carried unanimously.

A motion to extend the business license for Road Rage for one additional month expiring on January 20, 2011 was made by Phillip Burke and seconded by Carrie Logan. The vote on the said motion was 2 yes and 2 no therefore the motion failed. The village attorney will return the check as well as sending a letter stating the business license was not renewed. The village attorney will also send a letter to City of St. John informing them of this business license expiration.

The motion for adjournment was made Carrie Logan and seconded by Kevin Liebig. The motion carried unanimously. Adjournment was at 7:43 pm.

Attested by:

Joy Porter Drennan

Village Clerk

Work Session Minutes**1. Miscellaneous**

Code books must be checked out and surrendered when term is complete.

Chairman - Phillip Burke

1. Assisted clerk with meeting preparation.
2. Prepared business license renewals for distribution.
3. Delivered newsletters.
4. Attended St. Louis County Municipal League Meeting.
5. Contacted MO American Water regarding leak at 24XX Hartland Avenue.
6. Cleaned storm sewer inlets.

Finance Commissioner – Carrie Logan

Account Balances:

- St. Johns Bank (Checking) \$ 62,085.37 November 30, 2010
- Wells Fargo (Money Market) \$ 132,712.04 November 30, 2010
- Wells Fargo (Sewer Lateral) \$ 22,265.52 November 30, 2010
- Revenue \$108,355.70 Expense \$127,034.47

Street Commissioner – Tom Drennan

1. Cleaned storm sewer inlets as needed.
2. Cleaned trash and debris from streets.

Building Commissioner – Tom Drennan

1. Issued permits as needed.

Permits Issued: 3**Vacant Homes / For Sale / For Lease: 13****Sewer Lateral Administrator – Tom Drennan**

1. Called property manager and owner regarding the sewer lateral collapse. Explained the Village will take action to repair. Worked with village attorney regarding sewer lateral collapse.
2. Sewer lateral information delivered to 24XX Ashland.

Police Commissioner – Robert Fitzgerald

Police Report Summary	
Reporting Period	November 1-30, 2010
Contract Patrol	108.8 Hours
Additional Time in Village	17.81 Hours
Tickets issued	21
Payments received	\$1055.00

Health Commissioner – Kevin Liebig

1. Continued patrolling village for code violations.