

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
Sycamore Hills, MO 63114-5027
(314) 426-5750

NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, January 17, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

1. 2512 Brown Road Residence (*Tom Drennan*)
2. 2007 Sidewalk Project Update (*Phillip Burke*)
3. Storm Sewer Inlets (*Phillip Burke*)

New Business:

Adjournment

VILLAGE OF SYCAMORE HILLS

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Work Session Agenda:

1. Project List (Joy Drennan)

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, February 21, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Moment of Silence for the City of Kirkwood

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Presentation by AmerenUE

Discussion from the Floor

Old Business:

1. 2512 Brown Road Residence (Tom Drennan)
2. 2007 Sidewalk Project Update (Phillip Burke)

New Business:

1. Selection of Village Attorney (Phillip Burke)

Adjournment

VILLAGE OF SYCAMORE HILLS

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, March 20, 2008 at 7:00 pm.

On Thursday evening, March 20, 2008 at 6:00 pm the Board of Trustees will meet to interview individuals for the position of Village Attorney. No votes or decisions will be made during the interviews.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Presentation by AmerenUE

Discussion from the Floor

Old Business:

1. Selection of Village Attorney (Phillip Burke)
2. 2007 Sidewalk Project Update (Phillip Burke)

New Business:

1. 2008/2009 Budget (Phillip Burke)

Adjournment

VILLAGE OF SYCAMORE HILLS

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NOTICE

On Wednesday evening, April 9, 2008 at 6:30 pm the Board of Trustees will meet to interview individuals for the position of Village Attorney. No votes or decisions will be made during the interviews.

The Village of Sycamore Hills Board of Trustees will meet on Wednesday evening, April 9, 2008 at 7:00 pm in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri.

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Call to order

Roll call

Old Business:

1. Selection of Village Attorney (Phillip Burke)

Adjournment

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, April 17, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None

New Business:

None

Adjournment

VILLAGE OF SYCAMORE HILLS

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Work Session Agenda:

1. Capital Improvements (Phillip Burke)
 - a. Tree Replacement Program - fall replacement
 - b. Sidewalk Replacement Program, even numbered addresses
 - c. Sidewalk Improvements
 - i. Replace stairs with ramp at Hartland and Graceland
 - ii. Add sidewalk on Graceland between Marshall and Hartland
 - d. Storm Water Improvements
 - i. inlet repairs by school
 - ii. storm sewer on Graceland from Hartland to Brown
 - e. Street Repairs
 - i. Standing water issues on Hartland and Northland
 - ii. Dual Driveways with center curb radius
 - iii. Hartland Avenue grading and resurfacing
 - iv. Asphalt repairs
 - v. Asphalt Sealing
 - f. Street lighting
2. Home Inspections (Phillip Burke)
 - a. Arrange with St. John to collect money and schedule all home inspections.
3. Code Enforcement (Phillip Burke)
 - a. Arrange with St. John to cite homeowners for code violations
 - i. Dumpsters/Pods
 - ii. Trash cans out
 - iii. Home conditions
 - iv. Mowing
4. Contracts (Phillip Burke)
 - a. Mowing of city owned areas
 - b. Snow Plowing
 - c. Animal control and removal
 - d. Street Sweeping

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, May 15, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Oath of Office

Amendment of Agenda

Appointment of Boards and Commissioners

State of the Village

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None.

New Business:

1. Village Attorney (*Phillip Burke*)
 - a. An ordinance authorizing the appointment of a Village Attorney (Bill 431, Ordinance 422).
 - b. An ordinance authorizing the Chairman of the Board to enter into a contract for legal services (Bill 432, Ordinance 423).

Adjournment

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Work Session Agenda:

1. Code Enforcement (Phillip Burke)
 - a. Arrange with St. John to cite homeowners for code violations
 - i. Home conditions
 - ii. Dumpsters/Pods
 - iii. Trash cans out
 - iv. Mowing
2. Backfill with dirt from city lot (Phillip Burke)
 - a. Several places in the village tree lawn have settled from removed trees. Should we backfill with clean dirt from city lot, straw and seed? Consider hiring a contractor or city with bobcat to do this?

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, June 19, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Public Hearing - Community Development Block Grant

Record of Attendance
Discussion

Appointment of Boards and Commissioners

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None.

New Business:

1. **ICC Code** (*Phillip Burke*)
 - a. Discussion about adopting the International Property Maintenance Code (IPMC) portion of the International Code Council (ICC) code.
 - b. 2003 and 2006 versions are available. Consider using same code version as St. John.
2. **Critter Control** (*Phillip Burke*)
 - a. \$400 has spent in 3 months; our budget is \$1000 for the year.
 - b. Re-inspection fee has increased from \$19.99 to \$29.99 per month with a base fee of \$99.00 for each rat abatement placement.
 - c. St. Louis County Vector Control can work on public property and easements.

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3. **Parking Modifications for Intersections**(*Robert Fitzgerald*)
 - a. Modify distance of allowed parking from specified intersections.
4. **Helmet Ordinance** (*Phillip Burke*)
 - a. Currently about 30% of cities in St. Louis County have an ordinance requiring helmets for children under the age of 17operating a bicycle, scooter, roller blades, roller skates or a skateboard.

Adjournment

VILLAGE OF SYCAMORE HILLS

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Work Session Agenda:

1. Backfill with dirt from city lot (Phillip Burke)
 - a. Location of sites requiring backfill is continuing.
2. Street Repairs (Phillip Burke)
 - a. Identification of locations requiring repairs.

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, July 17, 2008 at 7:00 pm.

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Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

1. **Parking Modifications for Intersections** (*Robert Fitzgerald*)
 - a. An ordinance amending Ordinance No. 387 prohibiting parking on portions of Ashland and Oakland Avenues (Bill 433, Ordinance 424).
2. **Helmet Ordinance** (*Phillip Burke*)
 - a. An ordinance requiring juveniles to wear protective headgear (Bill 434, Ordinance 425).
3. **ICC Code** (*Phillip Burke*)
 - a. Discussion with St. John building inspector concerning adoption of ICC codes and variances for St. John.
 - b. Changes in fee structure.
 - c. Decide which sections should be adopted or removed prior to approval in August.
4. **Critter Control** (*Kevin Liebig*)
 - a. Report on meeting with St. Louis County Vector Control concerning issue on Brown Road.
 - b. Shall an ordinance be prepared changing the fee structure for homeowners requesting rat control?

New Business:

None

Adjournment

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Work Session Agenda:

1. Codification of Ordinances (Phillip Burke)
 - a. Presentation by Mr. Perry of Sullivan Publications.
2. Sidewalks (Phillip Burke)
 - a. Select portions of sidewalk repairs using CDBG funds.
 - i. Replace damaged slabs on even side of streets.
 - ii. Install approximately 325 feet of new sidewalk on the north side of Graceland Avenue between Marshall and Hartland Avenues.
 - iii. Replace curb along the north side of Graceland Avenue from Hartland Avenue approximately 165 feet towards the east.
 - iv. Replace two driveway aprons on north side of Graceland Avenue between Marshall and Hartland Avenues.
 - v. Install two red fiberglass inverted truncated dome inserts, one at the northeast intersection of Graceland Avenue and Marshall Avenue, one at the northwest intersection of Graceland Avenue and Hartland Avenue.
 - vi. Remove center barrier of driveway aprons for two combined driveways.
 - vii. Installation of 4 light fixtures on the north side of Graceland Avenue between RMS parking entrance and Hartland Avenue.
3. Alley (Kevin Liebig)
 - a. Most tree debris has been removed.
 - b. Should we grade and gravel the alley?
4. Work Day in office (Phillip Burke)
 - a. Select a Saturday morning to clean and reorganize office.

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, August 21, 2008 at 7:00 pm.

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Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Public Hearing - 2009 Tax Rate

Record of Attendance

Discussion

Set the Tax Rate for 2009 (Bill 435, Ordinance 426)

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None

New Business:

1. **Bill 436, Ordinance 427- Codification of Ordinances** (*Phillip Burke*)
 - a. An ordinance allowing the Chairman to enter into contract with Sullivan Publications for the codification of ordinances.
2. **Fee Structure for Permits** (*Phillip Burke*)
 - a. Discussion

Adjournment

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
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Work Session Agenda:

1. Sidewalks (Phillip Burke)
 - a. Joy and Phillip will prepare specifications to let out for bid. We intend to select a bid during the September meeting with work to begin after October 13.
2. Modify Email Addresses (Phillip Burke)
 - a. Shall we change email addresses in an attempt to limit spam?
3. Changes in Phone Service (Phillip Burke)
 - a. Shall we investigate cost for phone services that includes caller ID?
 - b. Shall we purchase a new phone to support new features?
4. Newsletter and Phone Card (Phillip Burke)
 - a. Items to include in newsletter for distribution.
 - b. Investigate bulk mail rate for newsletter distribution.
 - c. Shall we include personal phone numbers and city email addresses?
5. ICC Code (Phillip Burke)
 - a. Discussion on additions and exceptions.
6. St. John Code Enforcement (Phillip Burke)
 - a. Discussion on specific items to enforce.
 - b. Request bid for code enforcement.

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, September 18, 2008 at 7:00 pm.

Please note that the Board may have an informal work session beginning after the formal business meeting adjournment. This work session is also open to the public; however there is no discussion from the floor. The optional work session is intended to serve as a housekeeping and informational exchange only. No votes are taken on any issues of Village business during the work session.

Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

1. Bill 437, Ordinance 428-Fee Structure for Permits (*Phillip Burke*)

An ordinance allowing the village to set fees for various permits.

New Business:

1. Bill 438, Ordinance 429-Immigration Requirements (*Phillip Burke*)

An ordinance requiring the village and its policing force to follow the state law.

Adjournment

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
Sycamore Hills, MO 63114-5027
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Work Session Agenda:

1. Sidewalks (Phillip Burke)
 - a. Joy and Phillip have prepared specifications to let out for bid. We intend to select a bid during the October meeting with work to begin after October 20.
2. Snow Plowing (Phillip Burke)
 - a. To whom shall we request snow plowing services?
 - b. What should the requirements be for plowing and salting?
3. Newsletter and Phone Card (Joy Drennan)
 - a. Review internal and external phone card.
4. Compost Dumpsters (Phillip Burke)
 - a. Shall we arrange for compost dumpsters for one weekend in November for homeowners to discard branches and leaves?
 - b. Village could also use to get rid of brush and trees we are removing from our right of way and property (village work day?).
 - c. How many, how long, and where?
 - d. Should the dumpsters be patrolled to verify only compost is deposited?
5. St. John Code Enforcement (Phillip Burke)
 - a. Two bids are required:
 - i. Enforce quality of life items.
 - ii. Enforce building codes.
 - b. Quality of life items:
 - i. Trash cans removed by specified time
 - ii. Mowing and weed control
 - iii. Regulation of dumpsters and portable storage units
 - iv. Parking on grass or over sidewalk
 - v. Regulation and inspection of fencing
 - vi. Others?
 - c. Enforce building codes:
 - i. On as requested basis inspect, follow up, and enforce building codes for housing stock.
 - ii. Bid on cost per home or on a certain minimum per month.
 - iii. Inspect all homes street by street for any violations.

VILLAGE OF SYCAMORE HILLS

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, October 16, 2008 at 7:00 pm.

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Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None.

New Business:

1. **Bill 439, Ordinance 430-Sidewalk Improvements 2008** (*Phillip Burke*)
 - a. Open and record bids for sidewalk improvements.
 - b. Select contractor.
 - c. Approve ordinance authorizing the Chairperson of the Board of Trustees to execute a contract for the construction of street repairs and improvements.
2. **Bill 440, Ordinance 431-Tree Planting 2008** (*Phillip Burke*)
 - a. The TRIM grant for the city was approved by the Missouri Department of Conservation.
 - b. Bid is for 10 trees for \$2100.00 from A. Waldbart and Sons Nursery, grant is in amount of \$1308.00. Local cost share is \$872.00 less \$80.00 of volunteer labor.
 - c. Approve ordinance authorizing the Chairperson of the Board of Trustees to execute a contract for the planting of trees.

Adjournment

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
Sycamore Hills, MO 63114-5027
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Work Session Agenda:

1. Snow Plowing (Phillip Burke)
 - a. To whom shall we request snow plowing services?
 - b. What should the requirements be for plowing and salting?

VILLAGE OF SYCAMORE HILLS

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Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

None.

New Business:

1. **Bill 441 Ordinance 432-Election Filing Ordinance** (*Phillip Burke*)
 - a. Adopt ordinance.
2. **Retention of Civil Engineer** (*Phillip Burke*)
 - a. Currently we spend \$200/month on a retainer with Weis Design Group.

Adjournment

VILLAGE OF SYCAMORE HILLS

2501 Hartland Avenue
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Work Session Agenda:

1. ICC Code
2. Nuisance Ordinance
3. Newsletter and Phone Card
4. St. John Code Enforcement
5. Parental Neglect Ordinance
6. New Resident Packet
7. Add Caller ID to phone

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NOTICE

The Village of Sycamore Hills Board of Trustees will hold its monthly meeting in the Education Building of Calvary United Church of Christ, 2501 Hartland Avenue, Sycamore Hills, Missouri on Thursday evening, December 18, 2008 at 7:00 pm.

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Call to order

Roll call

Pledge of Allegiance

Amendment of Agenda

Approval of minutes of prior month's meeting

Presentation and payment of bills

Reports of Chairman and Commissioners

Chairman	Phillip Burke
Finance Commissioner	Carrie Logan
Health Commissioner	Kevin Liebig
Police Commissioner	Robert Fitzgerald
Street Commissioner	Tom Drennan
Building Commissioner	Tom Drennan

Discussion from the Floor

Old Business:

1. **2008 Sidewalk Project** (*Tom Drennan*)
 - a. Discussion.
2. **Bill 442, Ordinance 433 Snow Plowing Contract** (*Tom Drennan*)
 - a. Approve contract with St. John

New Business:

1. **Business Licenses** (*Joy Drennan*)
 - a. Approval of 2008 business licenses.

Adjournment