

# 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 18, 2007 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**

### **PUBLIC HEARING:**

Consider an application from AT&T Missouri for video services within the village.

### **Presentation and payment of bills**

### **Reports of Chairman and Commissioners**

|                       |                   |
|-----------------------|-------------------|
| Chairman              | Phillip Burke     |
| Finance Commissioner  | Carrie Logan      |
| Health Commissioner   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Jason A. Lammert  |
| Building Commissioner | Jason A. Lammert  |

### **Discussion from the Floor**

### **Old Business:**

1. **2512 Brown Road Residence** (*Jason Lammert*)
  - a. Report on results from ordinance violations.
2. **Home Inspection and Occupancy Permit Modifications** (*Phillip Burke*)
  - a. Continued until February 2007.
3. **NIMS Training** (*Phillip Burke*)
  - a. Jason Lammert and Jeffrey Weaver require NIMS training certificates for village records.

### **New Business:**

1. **AT&T Video Franchise Ordinance** (*Phillip Burke*)
  - a. Approving an agreement with AT&T Missouri for the provision of video services in the village. (Bill 422, Ord. 414).
2. **Compensation Changes** (*Phillip Burke*)
  - a. Approval of compensation changes. (Bill 423, Ord. 415)
  - b. Adjust budget to allow for deputy clerk compensation.
3. **Renewal of Waste Contract** (*Phillip Burke*)
  - a. Request bids from multiple vendors for April budget.
  - b. Consider alternatives such as recycle and compost every other week.
  - c. Get an accurate number of residences for the bid package (what businesses are included?).

### **Adjournment**

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## **Work Session Agenda:**

1. Identify items to request a bid from St. John to watch for violations.
  - a. Bulky items not picked up
  - b. Trash cans not removed in a reasonable time
  - c. Portable storage containers
  - d. Dumpsters
  - e. Branches not wrapped correctly

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## NOTICE

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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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Jason A. Lammert  |
| Building Commissioner | Jason A. Lammert  |

### **Discussion from the Floor**

### **Old Business:**

1. **2512 Brown Road Residence** (*Jason Lammert*)
  - a. Report on results from ordinance violations.
2. **AT&T Video Franchise Ordinance** (*Phillip Burke*)
  - a. Continued until March 15, 2007 Board of Trustees Meeting.

### **New Business:**

1. **Storm Damage Cleanup** (*Jason Lammert*)
  - a. Status of cleanup
2. **Termination of Animal Control Services with St. John** (*Phillip Burke*)
  - a. 30 Days notice required for termination.

### **Adjournment**

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## **Work Session Agenda:**

1. None.

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## NOTICE

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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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
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### **Discussion from the Floor**

### **Old Business:**

1. **AT&T Video Franchise Ordinance** (*Phillip Burke*)
  - a. Approval of AT&T Video Franchise (Bill 423, Ord 415).

### **New Business:**

1. **Business License Application** (*Phillip Burke*)
  - a. 8905 Lackland Road, Crown of African Hair Braiding, a hair salon
2. **Budget** (*Carrie Logan*)
  - a. Set budget for fiscal year 1 April 2007 through 31 March 2008

### **Adjournment**

# VILLAGE OF SYCAMORE HILLS

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## **Work Session Agenda:**

1. Review of Residential Waste Collection of Trash, Recyclables, and Yard Waste proposal.

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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 19, 2007 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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Jason A. Lammert  |
| Building Commissioner | Jason A. Lammert  |

### **Presentation by Missouri Clerks Association**

### **Presentation by MSD**

### **Discussion from the Floor**

#### **Old Business:**

1. **2512 Brown Road Residence** (*Jason Lammert*)
  - a. Report on results from ordinance violations.
2. **Trees for Village** (*Jason Lammert*)
  - a. Types of trees purchased and planting location.

#### **New Business:**

1. **Waste Removal Bids** (*Phillip Burke*)
  - a. Review submitted bids

### **Adjournment**

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## **Work Session Agenda:**

1. No work Session.



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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 17, 2007 at 7:00 pm.

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### **Call to order**

### **Roll call**

### **Pledge of Allegiance**

### **Amendment of Agenda**

### **Oath of Office**

### **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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Waste Removal Bids** (*Phillip Burke*)
  - a. Review submitted bids.

#### **New Business:**

1. **Tree Removal on Walton Road** (*Phillip Burke*)
  - a. Approve removal of trees under power lines by AmerenUE.
2. **TRIM Grant Status** (*Phillip Burke*)
  - a. Report on meeting with Arborist
  - b. Grant request
3. **Investment Strategy** (*Carrie Logan*)
  - a. Recommendation for CD renewal

### **Adjournment**

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## **Work Session Agenda:**

1. Village official job descriptions.
2. Sign bank documents.
3. Review Waste Removal Bids.

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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 21, 2007 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**

### **Moment of Silence in Memory of Clerk Fred Batcher**

### **Appointment of Clerk**

### **Public Hearing - Community Development Block Grant**

Record of Attendance

Discussion

### **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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Investment Strategy** (*Carrie Logan*)
  - a. Results from CD renewal

#### **New Business:**

1. **Waste Removal Bids** (*Phillip Burke*)
  - a. Select a waste removal company.
2. **Liens or Special Tax Assessments** (*Phillip Burke*)
  - a. Process for recovering costs from delinquent properties.
3. **Open Meeting Ordinance** (*Phillip Burke*)
  - a. Establishing a policy for open meetings and records. (Bill 424, Ord. 416).

### **Adjournment**

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## **Work Session Agenda:**

1.

# 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, July 19, 2007 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   | Jeff Weaver       |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Waste Contract** (*Jeffrey Weaver*)
  - a. Contract with Allied Waste. (Bill 423, Ord. 415).
2. **Open Meeting Ordinance** (*Phillip Burke*)
  - a. Establish a policy for open meetings and records (Res. 0701).

#### **New Business:**

1. **Church Lease Agreement** (*Phillip Burke*)
  - a. Renew church lease.
2. **Building Codes** (*Phillip Burke*)
  - a. Adopt St. Louis County Building Codes. (Bill 424, Ord. 416).

### **Adjournment**

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## **Work Session Agenda:**

1. Address change notifications through AmerenUE (*Joy Drennan*).
2. Consider naming a street in memory of Fred Batchner (*Phillip Burke*).
  - a. From Graceland northbound on Hartland.
  - b. Use a blue or brown street name sign with "Fred Batchner Way".
3. Review Graceland Avenue sidewalk plans (*Phillip Burke*).
  - a. Consider decorative streetlights and signage.
  - b. Include crosswalk painting?

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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 16, 2007 at 7:00 pm.

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### **Call to order**

### **Roll call**

### **Pledge of Allegiance**

### **Amendment of Agenda**

### **Tax Rate Hearing**

### **Approval of minutes of prior month's meeting**

### **Oath of Office**

### **Presentation and payment of bills**

### **Reports of Chairman and Commissioners**

|                       |                   |
|-----------------------|-------------------|
| Chairman              | Phillip Burke     |
| Finance Commissioner  | Carrie Logan      |
| Health Commissioner   |                   |
| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Open Meeting Ordinance** (*Robert Fitzgerald*)
  - a. Establish a policy for open meetings and records (Res. 0701).

#### **New Business:**

1. **Code Enforcement** (*Tom Drennan*)
  - a. 2512 Brown Road.
2. **Video Services Ordinance**

### **Adjournment**

# VILLAGE OF SYCAMORE HILLS

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## **Work Session Agenda:**

1. Address change notifications through utility companies (*Joy Drennan*).
2. Review Graceland Avenue sidewalk plans (*Tom Drennan*).
  - a. Plans are being refined and will be presented to the board in September. A special meeting may need to be held to open bids to get project started and completed in a timely manner to comply with CDBG funding. Street Commissioner and Chairman will be the POCs for this project.
  - b. Mike Shillito (Weis Design Group) is communicating with school district and AmerenUE for project requirements and temporary easements.
  - c. Phillip Burke will identify which sidewalk slabs need to be replaced and which sidewalk slabs can be grout injected (odd side of street for 2007).



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## NOTICE

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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. **Open Meeting Ordinance** (*Phillip Burke*)
  - a. Establish a policy for open meetings and records (Res. 0701).
2. **Code Enforcement** (*Tom Drennan*)
  - a. Report on 2512 Brown Road.

#### **New Business:**

1. **2007 Sidewalk Project** (*Phillip Burke*)
  - a. Status and discussion of sidewalk project.
2. **Semi Annual Report** (*Joy Drennan*)
  - a. Expected release date of report.

### **Adjournment**

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## **Work Session Agenda:**

1. Address change notifications through utility companies (*Joy Drennan*).
2. Handicap parking places for church (*Phillip Burke*).
  - a. Each week Calvary UCC puts out signs for 2 handicap places, should we consider making this permanent?

A special meeting of the Board of Trustees of the Village of Sycamore Hills, St. Louis County, Missouri was held Friday evening, September 28, 2007 in the Educational Building of Calvary United Church of Christ, 2501 Hartland Avenue. The meeting was called to order at 6:10 pm.

Trustees present were Police Commissioner Robert Fitzgerald, Health Commissioner Kevin Liebig, Finance Commissioner Carrie Logan, Building and Street Commissioner Tom Drennan and Chairman Phillip Burke. Clerk Joy Drennan was also present.

Building / Street Commissioner Tom Drennan presented a summary of bids for proposed 2007 sidewalk improvements. Bidding closed at 12:00 noon on September 28, 2007 and the bid summary was prepared by Weis Engineering. A copy of which is attached.

After discussions, the Board of Trustees voted to accept the recommendation from Weis Engineering to contract with Southern Ditching for the village sidewalk improvements with the improvements on the Ritenour Middle School property being the responsibility of the Ritenour School District. The roll call vote was recorded as follows:

- Chairman Burke – aye
- Trustee Drennan – aye
- Trustee Fitzgerald – aye
- Trustee Liebig – aye
- Trustee Logan – aye

Meeting adjourned at 6:25 pm.

Submitted by,

Joy V. Porter Drennan, CMC  
Village Clerk

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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     |
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| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Code Enforcement** (*Tom Drennan*)
  - a. Report on 2512 Brown Road.
2. **2007 Sidewalk Project** (*Phillip Burke*)
  - a. Status and discussion of sidewalk project.
  - b. Authorize contract with Southern Ditching & Excavation Co. (Bill 429, Ord. 420)

#### **New Business:**

1. **Utility Successors Ordinance** (*Phillip Burke*)
  - a. Adopt ordinance. (Bill 428, Ord. 419)
2. **TRIM Grant** (*Phillip Burke*)
  - a. Received Trim Grant for \$10,000
  - b. Authorize contract with Hansen's Tree Service, Inc. (Bill 430, Ord. 421)
    - i. Tree Removal: \$9850.00
    - ii. Hazard Pruning and Lower Canopy Elevation: \$13,125.00

### **Adjournment**

# VILLAGE OF SYCAMORE HILLS

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## **Work Session Agenda:**

1. Handicap parking places for church (*Phillip Burke*).
  - a. Results from contacting Calvary UCC.

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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     |
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| Police Commissioner   | Robert Fitzgerald |
| Street Commissioner   | Tom Drennan       |
| Building Commissioner | Tom Drennan       |

### **Discussion from the Floor**

#### **Old Business:**

1. **Code Enforcement** (*Tom Drennan*)
  - a. Report on 2512 Brown Road.
2. **2007 Sidewalk Project** (*Tom Drennan*)
  - a. Status and discussion of sidewalk project.

#### **New Business:**

1. **ATT Video Services** (*Jim Durham*)
  - a. Discussion.
2. **2436 Northland** (*Joy Drennan*)
  - a. Report of problems.

### **Adjournment**

## **Work Session Agenda:**

1. No work session this month.

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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 20, 2007 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     |
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| Police Commissioner   | Robert Fitzgerald |
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| Building Commissioner | Tom Drennan       |

### **Resolution for Eagle Scout**

### **Discussion from the Floor**

### **Old Business:**

1. **Code Enforcement** (*Tom Drennan*)
  - a. Report on 2512 Brown Road.
2. **2007 Sidewalk Project** (*Phillip Burke*)
  - a. Status of sidewalk project.

### **New Business:**

1. **Business Licenses** (*Joy Drennan*)
  - a. Approval of 2007 business licenses.

### **Adjournment**

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## **Work Session Agenda:**

1. Delivery Hours (Phillip Burke)
  - a. Consider allowing temporary change of hours for trash collection and truck deliveries during Highway 40/64 construction.