

Dear Jason Koch,

We hope this message finds you well. We are writing to bring to your attention some inaccuracies that were present in the article titled "*Innsbrook's plan for new village hall angers residents*" published on Thursday, September 7, 2023.

In the article, it was stated that "the new building would be 4,100 square feet, houses several offices and a meeting room that would hold up to 100 people". However, this information is not correct, and we would like to provide the accurate details:

1. The proposed building will contain 3,321 square feet of finished space.
2. The floor area includes (2) private offices.
3. The council room will seat up to 84 people.
[ARCHITECTUAL FEASIBILITY REPORT DATED AUGUST 2023]

In the article, it was stated that "They spent \$56,000 back in 2020 on the new Village Hall". However, this information is not correct, and we would like to provide the accurate details:

1. The Village of Innsbrook Community Development Corporation purchased the property for the future construction of the proposed building, on February 2, 2022 for the purchase price of \$45,788. [FEBRUARY 8, 2022 TRUSTEE MEETING MINUTES, RECORDED ON 2/14/2022, WARREN COUNTY RECORDER OF DEEDS]
2. Village funds were not spent on this project prior to that date. Village financial records do not show \$56,000 was spent in the year 2020.

In the article, it was stated that "they are writing checks without documentation in the financials". However, this information is not correct, and we would like to provide the accurate details:

1. Financial reports are reviewed and approved by the Board of Trustees each regular meeting.
2. Report showing the paid bills of the month are signed by the Board Clerk and attached to the regular meeting minutes.
[MONTHLY FINANCIAL REPORTS AND MEETING MINUTES]

In the article, it was stated that "former Village Board member Ted Sator, said he was opposed to a new Village Hall.". However, this information is not correct, and we would like to provide the accurate details:

1. The January 11, 2022 Board of Trustee meeting minutes reflect former Trustee Ted Sator motioned to enter into an agreement for architecture services for the construction of a village administration building, and during a roll call vote, voted "yes" to approve Resolution No. 2022-3 stating the same.
[JANUARY 11, 2022 TRUSTEE MEETING MINUTES]

2. The January 11, 2022 Board of Trustee meeting minutes reflect former Trustee Ted Sator motioned to authorize the Village of Innsbrook Community Development Corporation to purchase land for the construction of a village administration building, and during a roll call vote, voted “yes” to approve Resolution No. 2022-4 stating the same.
[JANUARY 11, 2022 TRUSTEE MEETING MINUTES]
3. The January 11, 2022 Community Development Corporation meeting minutes reflect former Trustee Ted Sator motioned to authorize the enter into a contract with Cochran for Architecture/Engineering Services, and during a roll call vote, voted “yes” to approve.
[JANUARY 11, 2022 CDC MEETING MINUTES]
4. The January 11, 2022 Community Development Corporation meeting minutes reflect former Trustee Ted Sator motioned to execute all necessary documents to purchase land from C&C Boat Storage, and during a roll call vote, voted “yes” to approve.
[JANUARY 11, 2022 CDC MEETING MINUTES]
5. The March 10, 2022 Community Development Corporation meeting minutes reflect former Trustee Ted Sator seconded the motioned to enter into an agreement for an Environmental Study needed for the USDA loan application, and during a roll call vote, voted “yes” to approve.
[MARCH 10, 2022 CDC MEETING MINUTES]
6. The December 13, 2022 Community Development Corporation meeting minutes reflect former Trustee Ted Sator motioned to enact Resolution No. 2022-1, to obtain financial assistance from the USDA Rural Development, and during a roll call vote, voted “yes” to approve.
[DECEMBER 13, 2022 CDC MEETING MINUTES]
7. The December 13, 2022 Community Development Corporation meeting minutes reflect former Trustee Ted Sator seconded the motioned to enter into a legal agreement needed for the construction of the new Village Hall, and during a roll call vote, voted “yes” to approve.
[DECEMBER 13, 2022 CDC MEETING MINUTES]

In the article, it was stated that “little public discussion there has been surrounding the decision to build a new Village Hall”. However, this information is not correct, and we would like to provide the accurate details:

1. An Executive Session was held on February 13, 2018 to discuss Real Estate. This is when negotiations began regarding the purchase of property for the Village and continued until the final purchase of a piece of property in February 2022.
2. The January 14, 2020 Trustees meeting minutes reflect a vote taken after the Executive Session to approve an expense for appraisal work. This was seconded by former Trustee Ted Sator and approved with a 4-0 vote.
[JANUARY 14, 2020 TRUSTEE MEETING MINUTES]
3. The June 9, 2020 Trustees meeting minutes reflect a discussion during a public hearing the purpose of the line item “Real Estate Payment”. It was stated that this line item is to be used if the Village would purchase land for the construction of a future Village Hall.
[JUNE 9, 2020 TRUSTEE MEETING MINUTES]

4. The June 8, 2021 Trustees meeting minutes reflect a discussion with Charlie Boyce, CEO of Innsbrook Corporation, regarding the purchase of land on Hwy M west of the Hwy F intersection.
[JUNE 8, 2021 TRUSTEE MEETING MINUTES]
5. The September 14, 2021 Trustees meeting minutes reflect a comment made by past Chairman Jeffry Thomsen regarding a contract to purchase land from C&C Boat Storage (Charlie Boyce and Warren Wobbe). Chairman Thomsen reported on the purchase of land during consecutive future meetings.
[SEPTEMBER 14, 2021, OCTOBER 12, 2021 TRUSTEE MEETING MINUTES]
6. The November 9, 2021 Trustees meeting agenda contained agenda item RFQ- Professional Architect/Engineering Services. A discussion regarding this request for qualifications was held during the meeting.
[NOVEMBER 9, 2021 TRUSTEE MEETING MINUTES]
7. The January 11, 2022 Trustees meeting agenda and minutes reflect the resolutions to enter into an agreement to purchase land and for architecture services for the construction of a Village Administration Building.
[JANUARY 11, 2022 TRUSTEE MEETING MINUTES]
8. Beginning on February 8, 2022 each and every Trustee meeting agenda has publicized under UNFINISHED BUSINESS, the Village Administration Building for discussion at each and every meeting.
[FEBRUARY 11, 2022 TO PRESENT DAY TRUSTEE MEETING MINUTES]

In the article, it was stated that “the Villages decision to push forward with a new Village Hall is that it comes at the expense of the Wags and Whiskers Animal Shelter”. However, this information is not correct, and we would like to provide the accurate details:

1. Wags and Whiskers is not affiliated with the Village of Innsbrook, how would an expense of the Municipality come at the expense of a Not-for-profit Organization or business located within the boundaries of the Village? Funds that belonged to Wags and Whiskers were not taken from Wags and Whiskers by the Village. This statement is erroneous and should be redacted or reworded.
2. The Village submitted an application to the U.S. Treasury to request allocation of local fiscal recovery funds in August 2021.
[NON-ENTITLEMENT UNITS OF LOCAL GOVERNMENT APPLICATION]
3. The Village received the first tranche of \$50,604.08 of the American Rescue Plan Act (ARPA) funds in September 3, 2021.
[SEPTEMBER 14, 2021 TRUSTEE MEETING MINUTES]
4. The Village received the second tranche of \$50,604.07 of the American Rescue Plan Act (ARPA) funds in August 18, 2022.
[SEPTEMBER 20, 2022 TRUSTEE MEETING MINUTES]
5. Wags and Whiskers applied for and was approved for the annexation of two acres into the Village of Innsbrook Trustees on July 12, 2022.
[ORDINANCE NO. 312, JULY 12, 2022 TRUSTEE MEETING MINUTES]

6. Wags and Whiskers applied for and was approved for a special use permit to operate an animal shelter at 13620 State Highway M, by the Village of Innsbrook Trustees on September 20, 2022.

[ORDINANCE NO. 319, SEPTEMBER 20, 2022 TRUSTEE MEETING MINUTES]

We would appreciate it if you could take the necessary steps to correct these inaccuracies in a forthcoming edition of your newspaper. Researching and ensuring the accuracy of information is crucial in maintaining the trust of your readers, and we believe that promptly addressing and rectifying these errors will serve this purpose.

If you require any further clarification or additional information, please do not hesitate to contact our office at (636)745-8844.

Thank you for your attention to this matter. We look forward to seeing the corrected information in your future publications.

Carla Ayala, CMC/MPCC
Village Administrator/Clerk