

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF THE VILLAGE OF AIRPORT DRIVE, MISSOURI**

A regular meeting of the Board of Trustees of the Village of Airport Drive, Missouri was held on Thursday, October 25, 2018 at the Village Municipal Building.

A meal was provided by Southwest Missouri Bank. Branch President Heather Swarens and Michael Matney delivered chili from Fred and Reds, and pies.

Chairman James Paul called the Board of Trustees to order at 7:05 p.m. Members present were Terry Myers, David Bozung, Mark Rains and Reed Thompson. Village Clerk Sue Hirshey was present to take the minutes. Village Attorney Derek Snyder, Deputy Clerk Kristy Hoggatt, Jasper County Deputy Justin Henry were also present. Village Engineer Jerald Norton was absent, Clayton Cristy attended in his place. Sergeant Melissa Roughton was absent. All present gave the Pledge of Allegiance to the Flag of the United States of America. Attorney Snyder gave the invocation.

MINUTES

Minutes of the Board of Trustees Meeting held on September 27, 2018 having been previously provided to the Trustees were discussed. Clerk Hirshey pointed out an additional line added, starting in the last paragraph of page one, ending on page 2; to clarify a statement made by Attorney Snyder. The line was added prior to the meeting, but after the Draft Minutes were emailed to the Trustees. Trustee Rains motioned to approve the minutes as presented during the meeting. Trustee Bozung seconded the motion. Motion passed unanimously.

TREASURER'S REPORT

Clerk Hirshey presented the Treasurers Report: Board was provided Balance Sheet by Fund, Cash Receipts Control Report, Check Registers for Community Bank and Trust and Southwest Missouri Bank, Accounts Payable Control Report, Payroll Calculation Report, Current Statement of Revenues and Expenses, Recap of Sales Tax Year to Date, Open Building Permits in Process, Carl Junction Sewer Costs Worksheet and Certificates of Deposits for Airport Drive. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Bozung seconded the motion. Motion passed unanimously.

PETITIONS AND REQUESTS

James and Susan Rainforth, 25884 Fir Road, addressed the Board to seek approval for plans to set a **manufactured home** on their property at the stated address. The proposed parcel was zoned R-1. If the Board approved the house plans, the Rainforths would order a survey of the property to split off an estimated 3.246 acres to create a parcel for the manufactured home. Mr. Rainforth had contacted Missouri One Call to locate all utilities for the property. Natural gas, electric and water were easily available. Jerry Goins, owner of the property west of the Rainforths, 4845 Lone Elm, had given permission to use the existing driveway on his property until Mr. Rainforth constructed a new driveway. Clayton Cristy asked for information regarding a septic tank, Airport Drive sewer was not available on the property. Mr. Rainforth stated he will have Jasper County Health Department inspect and approve an existing unused septic tank on the property. Attorney Snyder described his definition of a mobile home vs. a manufactured home. A manufactured home placed on a foundation was more akin to a framed home than a mobile home. Trustees Bozung and Thompson stated the home, site and utility connections would have to be inspected and approved by Building Inspector Greg Coats. Attorney Snyder stated the proposed structure would not require a variance, but must pass all inspections.

ENGINEER'S REPORT

Engineer Jerald Norton's report stated Asbell Excavating had declined to accept the contract to rehabilitate the Central Avenue Pump Station. Their bid for the project had expired on July 22, 2018. The next lowest bid was from Southard Construction Company. Their bid amount was \$157,641.00 with a \$45,000.00 allowance, for a total of \$202,641.00. Trustee Bozung motioned to accept the bid from Southard Construction in the amount of \$202,641.00. Trustee Rains seconded the motion. Motion passed unanimously.

SPECIAL TAX BILL

A Public Hearing was held at 6:00 p.m., prior to the Work Session, to discuss Building Inspector Greg Coats' reports of Code violations for the structures located at 5849 Joplin Street, inside Airport Drive. A Special Tax Bill had been prepared for the expenses paid by Airport Drive relating to maintenance for the property, inspector reports, Attorney's fees, publishing and recording fees. Trustee Rains motioned to file Special Tax Bill 2018-02 on the property at 5849 Joplin Street in the amount of \$782.48. Trustee Myers seconded the motion. Motion passed unanimously.

BUDGET FOR 2019

The Budget Commission met at the Municipal Building on October 16, 2018 to set a proposed budget for 2019. Chairman Keith Stammer and members Mark Johnson, Debie Heckart, Heather Couk and Janie Liles worked with Trustee Rains and Clerks Hirshey and Hoggatt. Chairman Stammer suggested adding additional line items to prevent overuse of the miscellaneous line item. Clerk Hirshey submitted a second set of General Fund Revenue and Expenditures with the added line items for Banking Fees, Public & Employee Relations, Leaf Pick Up and Comprehensive Plan. Attorney Snyder suggested adding another line for Abatement expenses. Trustee Myers motioned to adopt the Budget for 2019, with the suggested breakout lines. Trustee Rains seconded the motion. Motion passed unanimously. Trustee Rains noted the Budget Committee should be thanked for completing the task.

INSURANCE OPTIONS FOR 2019

Connell Insurance submitted property valuations for the Commercial Policy for 2019. Engineer Norton had reviewed the values, and made suggestions to increase values of sewer pump stations, flow meters and the tower. Connell Insurance offered additional policies for data compromise, cyber-attacks and a terrorism policy. The Board declined to accept any additional policies, but did agree to the increased property values.

CLERK'S REPORT

Leaf Pickup was scheduled to begin Monday, December 3, 2018 at 6:00 a.m.

Utility Service Partners, Inc. mailed flyers to inform residents of the opportunity to purchase warranties for their water and sewer lines. I had been asked questions by some residents, but not sure if anyone had signed up for service. A second mailing was scheduled for October 26, 2018.

Genuine Realty planned to host a "Kid's Drive Thru Trick or Treat" event in the parking lot of the Stone Corner Plaza on October 31, 2018 from 5:00 to 7:30 p.m. The Trustees had been invited to participate and/or donate candy to the event.

The new checking and sweep accounts had been set up at Southwest Missouri Bank. Heather Swarens and Jan Blinzler were awesome in assisting with the setting up. Information was submitted to the Missouri Department of Revenue (for Sales Tax and Fuel Tax deposits) and Spire (for franchise fees from gas service). The accounts at Community Bank and Trust were still open, waiting to confirm deposits from the Missouri Department of Revenue would be received correctly.

October 25, 2018

All accounts payable checks written in the month of September 2018 on the CBT account had cleared. We received SMB checks and deposit tickets on Monday, September 22, 2018. All payments for October 2018 were paid out of the SMB account.

David Coss, Coss Tree Service, trimmed trees over and/or hanging in the streets during the weekend of October 20, 2018, at a cost of \$400.00. The Trustees noted Mr. Coss did a great job.

The City of Oronogo was attempting to voluntarily annex the highway rights of way of Route MM from Highway 96 to the current north city limits. The City Clerk for Oronogo stated they were asking for letters of support from neighboring cities. Attorney Snyder stated this was a common practice among nearby cities. Trustee Myers motioned for Chairman Paul to sign the statement in favor of the annexation. Trustee Rains seconded the motion. Motion passed unanimously.

A letter from Region M – SWMD was received to notify cities of grant opportunities for recycling programs.

The Annual Benefit Election Update from Missouri Lagers was received. No notice of rate change had been received.

Trustee Terry Myers confirmed he would attend the November 20th Board of Trustees Meeting. Trustee David Bozung would be unable to attend.

The Chairman's Signature was required on documents in Green Folder. Items in Gray Folder were provided to review for possible discussion.

REMINDERS

Daylight Savings time would end on Sunday, November 4, 2018 at 2:00 a.m.

A General Election would be held on Tuesday, November 6, 2018. Airport Drive had a question on the ballot to not require an election for Trustees if the number of candidates running equals the number of open positions.

The Office would be closed Monday, November 12, 2018 in observance of Veteran's Day; and Thursday, November 22 and Friday, November 23, 2018 for Thanksgiving.

The next Board of Trustee Work Session and Regular Meetings were scheduled for Tuesday, November 20, 2018, at 6:30 p.m. and 7:00 p.m. respectively.

CLOSED SESSION

In accordance to Section 610.021(2) RSMo, relating to leasing, purchase for sale of real estate by a public governmental body; Trustee Bozung motioned to enter into Closed Session at 8:00 p.m. to discuss a contract allowing Wisper Internet to lease the tower behind the Municipal Building. Trustee Myers seconded the motion. Paul; aye, Myers; aye, Bozung; aye, Rains; aye; Thompson, aye.

Trustee Rains motioned to come out of Closed Session and enter Open Session at 8:09 p.m. Trustee Myers seconded the motion. Paul; aye, Myers; aye, Bozung; aye, Rains; aye, Thompson; aye.

ADJOURNMENT

With no other business to come before the Board, Trustee Rains motioned to adjourn the meeting. Trustee Bozung seconded the motion. Motion passed unanimously.

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC
Village Clerk