

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

A Regular Meeting of the Board of Trustees of the Village of Airport Drive, Missouri was held on Thursday, January 25, 2024, at the Village Municipal Building. The meeting was open to the public.

Chairman Terry Myers called the Board of Trustees to order at 7:00 p.m. The members present were Ray Bryant, Kara Charbonneau, and James Paul. Trustee Mark Rains was absent. Village Clerk Sue Hirshey was present to take the minutes. Village Attorney Derek Snyder, Village Engineer Clayton Cristy, and Deputy Clerk Sharon Clark attended. In the audience were Residents Marvin and Debie Heckart, Debbie Bryant, Edwina Rains, Denise Winans, and Claren Holmes. All in attendance 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 Regular Meeting held on December 21, 2023, having been previously provided to the Trustees, were discussed. Trustee Bryant motioned to approve the minutes previously provided. Trustee Charbonneau seconded the motion. Motion passed unanimously.

**TREASURER’S REPORT**

Clerk Hirshey presented the Treasurer’s Report for January 2024. The Board was provided the Balance Sheets by Fund, Cash Receipts Control Report, Payroll Calculation Report, Accounts Payable Check Register, Accounts Payable Control Report, Current Statements of Revenues and Expenditures, worksheets for Recap of Sales Tax Revenue, Sewer Maintenance Charges Paid to Carl Junction, Certificates of Deposits for Airport Drive, and TREKK Design estimated fees and actual expenses. Trustee Bryant motioned to approve the Treasurer’s Report and to pay the bills. Trustee Charbonneau seconded the motion. Motion passed unanimously.

**PETITIONS, REQUESTS, AND COMPLAINTS**

Letters were sent to local banks to request available **interest rates** for Airport Drive’s **Certificates of Deposits**. Southwest Missouri Bank, Community Bank and Trust, Guaranty Bank, Commerce Bank, Pinnacle Bank, and Arvest Bank received the letters requesting CD interest rates. The letters also informed the banks that the funds were public funds and needed to be collateralized at 110%.

Chairman Myers noted Arvest offered the best rates for CDs with terms of 24 months and longer. Attorney Snyder suggested diversifying the CDs and staggering the maturity dates. He advised Clerk Hirshey to ask Arvest Bank whether they needed a Resolution or just the Minutes of the meeting. Trustees Mark Rain and James Paul could go to Guaranty Bank and Southwest

	Community Bank & Trust	Guaranty Bank	Southwest Missouri Bank	Commerce Bank	Arvest Bank
1 month					3.50%
3 month					3.75%
6 month	5.05%	5.31%	4.55%	4.34%	4.00%
10 month		4.95%			
11 month	5.05%				
12 month	4.00%	4.80%	4.25%	4.00%	4.50%
18 month	4.00%	0.75%	3.50%	3.75%	
24 month	4.00%	0.85%	0.60%	3.51%	4.50%
36 month	1.25%	0.85%	0.70%		3.75%
48 month					3.50%
60 month	2.00%	0.85%	1.75%		3.50%

Missouri Bank to cash out matured CDs and take the funds to Arvest Bank to purchase CDs. Trustee Ray Bryant made a motion to cash out the Certificates of Deposit, 3192300329 and 3192300529, at Guaranty Bank, the current amounts of the CDs were \$223,157.44 and \$231,785.85, after February 7, 2024, their date of maturity, and purchase two CDs at Arvest Bank for 24 month terms at an interest rate of 4.50%; after February 22, 2024, Trustees Rains and Paul would cash out CD 369270, at Southwest Missouri Bank, currently in the amount of \$444,268.88, split the value of the CD in half and purchase two CDs, with terms of 36 months at Arvest Bank; and cash out CDs numbered 369271 and 369272, currently in the amounts of \$217,559.53 and \$224,466.42 respectively, at Southwest Missouri Bank and purchase two CDs with terms of 48 months with an interest rate of 3.50% at Arvest Bank, and cash out CDs numbered 367273 and 369274, at Southwest Missouri Bank, currently in the amounts of \$224,466.42 and \$224,466.42 respectively, and purchase two CDs with terms of 60 months with an interest rate of 3.50% at Arvest Bank. Trustee Charbonneau seconded the motion. Motion passed unanimously.

The **Zoning Commission** met on January 23, 2023, to discuss two sign permit applications for the **Let's Go Carwash at 5958 North Main Street Road**. The two signs were channel lettering, one would be installed on the north end of the carwash tunnel and the other sign would be installed on the west side of the tunnel carwash. The Zoning Commission recommended to approve the sign permits. The Trustees reviewed the drawings and applications for the signs. Trustee Charbonneau motioned to approve the two sign permits for the Let's Go Carwash at 5958 North Main Street Road as presented. Trustee Bryant seconded the motion. Motion passed unanimously.

Resident Debie Heckart asked the Board of Trustees for permission to use the Municipal Building for a **Prom Dress lending event**. Mrs. Heckart's intent was to be able to loan out prom dresses to girls that might not otherwise be able to afford to buy a dress. She planned to ask for a \$25.00 deposit to pay for cleaning the clothing after each use. Webb City's Prom was scheduled for April 20<sup>th</sup>, Carl Junction's Prom was scheduled for April 6<sup>th</sup>. Attorney Snyder stated to use the building, Mrs. Heckart's organization would have to be not-for-profit and provide insurance for anyone in the building. Everyone would need to sign release waivers to hold the Village harmless. Mrs. Heckart wanted to help because there was not anything like this in our area. Deputy Clerk Clark stated there was, Operation Fairy God Mother in Joplin.

Resident Debbie Bryant asked about using the Municipal Building to hold a **CPR Class**. Attorney Snyder stated it was the same thing, she would still need insurance. Marvin Heckart asked why the Village's insurance did not cover this? Attorney Snyder stated if someone were injured on Village property, the Village's insurance would want that entity's insurance to cover the injury. Trustee Charbonneau stated that when someone is hurt, they want to be compensated. Attorney Snyder stated the person teaching the CPR class might want to have their own insurance policy. Chairman Myers asked if the Clerks were holding the CPR training needed for the EAD unit in the Municipal Building, wouldn't Airport Drive's insurance cover that? Attorney Snyder stated an Airport Drive function would be a different matter, because it was a Village event.

#### **ENGINEER'S REPORT** – continued from Work Session

Engineer Cristy discussed a resident's complaint regarding contractors for **Optics Communication** trespassing on their property and burying **internet lines** in Village rights-of-ways. Engineer Cristy planned to contact Optics Communications to push to get fiber internet service in the Village. The fiber line was running down Geneva Drive, into Vienna Woods, which is not in Carl Junction. He would continue to work towards the service being made available to Airport Drive residents and businesses.

### **OTHER BUSINESS**

The new **grates** in the **south driveway** had been installed by **Spry Welding and Fabrication**. An invoice in the amount of \$3,700.00 had been presented for payment from Spry Welding. Engineer Cristy stated he was satisfied with the grates and their installation. Trustee Bryant motioned to approve payment of Spry Welding and Fabrication's invoice, number 1020, in the amount of \$3,700.00. Trustee Charbonneau seconded the motion. Motion passed unanimously. Trustee Bryant said Spry Welding did a nice job on the new grating.

**Blue Valley Public Safety, Inc.**, submitted a **maintenance agreement** for the period from February 1, 2024, to January 31, 2025. The maintenance agreement would cover two Model 2001/508/ Eclipse/Equinox ACDC heads, two siren controllers, and eight batteries. The amount due for the contract was \$1,830.00. Trustee Bryant motioned to approve the contract and pay for the maintenance agreement. Trustee Charbonneau seconded the motion. Motion passed unanimously.

### **COUNCIL BILLS**

Council Bill 01-24, a council bill **amending Section 705.040, User Charge Rates, paragraph "C", "D", and "L" and establishing an effective date thereof to enact a new rate structure for Residential, Commercial and Out of Town Users of the Village Sewer System**, was discussed. Attorney Snyder drafted the council bill to add \$1.00 to all base rates and \$1.00 to each 1,000 gallons of water used. The Out-of-Town rate would also increase by \$1.00 to \$30.75; and to add a fifth category to create Commercial 4 – Substantial Commercial Users. #4 required (\$) on the rate per thousand gallons of water used; #5 required the phrase "plus \$4.25 per thousand gallons of water used or fraction thereof". Trustee Bryant motioned to approve amending the council bill as stated above. Trustee Charbonneau seconded the motion. Motion passed unanimously.

Trustee Bryant motioned to have the first reading of Amended Council Bill 01-24 by title only. Trustee Charbonneau seconded the motion. Myers; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 01-24 by title only. Trustee Bryant motioned to accept the first reading of Amended Council Bill 01-24 by title only and have the second reading of Amended Council Bill 01-24 by title only. Trustee Charbonneau seconded the motion. Myers; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Amended Council Bill 01-24 by title only. Trustee Bryant motioned to accept the second and final reading of Amended Council Bill 01-24 by title only, and to adopt Ordinance 01-24. Trustee Charbonneau seconded the motion. Myers; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Ordinance 01-24 was adopted.

### **OTHER BUSINESS**

MacCo Superintendent Charlie Kuehn submitted a question by email to the Board of Trustees regarding a **Temporary Certificate of Occupancy**. The **Human Bean Coffee Shop**, 5799 North Main Street Road, hoped to open in late February. Due to weather constraints, the north entrance, the fence on the west side, the dirt work and landscaping were not completed. Attorney Snyder advised that the Human Bean would need to provide a bond for anything the Village may have to finish later. He also questioned the public's safety on the property. Chairman Myers felt the Board should not allow a Temporary Certificate of Occupancy. The other Trustees agreed.

**Disposal of the Clerks' previously used computers** was discussed. SNC2 "scrubbed" the computers to remove all Airport Drive information. Trustee Charbonneau motioned to assign the two computers as surplus equipment and donate the equipment to the charitable organization, Loving Grace. Trustee Bryant seconded the motion. Motion passed unanimously.

The new **Cyber Security Insurance** policy required a contact number in case of after-hours notification. Trustee Charbonneau motioned for Clerk Hirshey to purchase a **prepaid utility cell phone** for the use of Village business. Trustee Bryant seconded the motion. Motion passed unanimously.

The **2024 MOCCFOA Spring Institute** was scheduled for March 10<sup>th</sup> to March 14<sup>th</sup> in Columbia, Missouri. Clerk Hirshey requested permission to attend and for payment of expenses. The cost for classes and events was \$455.00. There would also be expenses for lodging and meals not included. Trustee Bryant motioned to allow Clerk Hirshey to attend Spring Institute and pay for all expenses. Trustee Charbonneau seconded the motion. Motion passed unanimously.

In December 2023, **Connell Insurance** submitted the policy for 2024 **Workman's Comp Insurance**. They offered an option to increase the limits of \$100,000/\$500,000/\$100,000 to \$1,000,000 each for an additional \$123.00 for the year. These limits were for Bodily Injury by Accident, each accident; Bodily Injury by Disease, policy limit; and Bodily Injury by Disease, each employee. In December 2023, the Board discussed the insurance and questioned whether it was needed, and voted to not increase the coverage. Resident Debie Heckart asked the Board to reconsider their decision. After discussion, Trustees Charbonneau motioned to approve to extend the Work Comp Insurance limits to \$1,000,000.00 each for \$123.00 for the year. Trustee Bryant seconded the motion. Motion passed unanimously.

### **CLOSED SESSION**

Notice was given that the Board of Trustees, as authorized by 610.021(1) and (2), would conduct a Closed Session to discuss Legal Actions, and Leasing, Purchasing or Sale of Real Estate. Trustee Bryant motioned to enter Closed Session. Trustee Charbonneau seconded the motion. Myers; aye, Bryant; aye, Charbonneau; aye, Paul; aye. The Board went into Closed session at 8:08 p.m.

The Board of Trustees re-opened the Regular Session Meeting at 8:35 p.m.

### **ADJOURNMENT**

With no other business to come before the Board, Trustee Charbonneau motioned to adjourn the meeting. Trustee Bryant seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:36 p.m.

Respectfully Submitted,

*Sue Hirshey, MRCC-C*  
Village Clerk