

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, October 26, 2023, at the Village Municipal Building. The meeting was open to the public.

Chair Pro Tem Mark Rains called the Board of Trustees to order at 7:00 p.m. The members present were Ray Bryant, Kara Charbonneau, and James Paul. Chairman Terry Myers 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, Debby Bryant, Edwina Rains, Brandon Charbonneau, business owners Brandon Hunter, LaShawn Jimenez, and Teresa Berry. 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 September 28, 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 October 2023. 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, and 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

LaShawn Jimenez and Teresa Berry, owners of **North Main Therapy Center, 5065 North Main Street Road**, came before the Board of Trustees to discuss their sign permit application to change the sign on the front of the building at their new business. The application was reviewed by the Zoning Commission on October 24, 2023. The Zoning Commission recommended to approve the new sign. Trustee Bryant motioned to approve the sign permit application for North Main Therapy Center at 5065 North Main Street Road. Trustee Charbonneau seconded the motion. Motion passed unanimously.

Brandon Hunter, owner of **Land Innovations at 5701 North Main Street Road** appeared before the Board of Trustees. Revised plans had been received by Engineer Cristy and the office after 5:00 p.m. that day. Engineer Cristy had not had time to review the plans. Mr. Hunter asked the Trustees if they were okay with the large rocks against Main Street and no curbing. Engineer Cristy said Mr. Hunter’s engineers were proposing a modular block wall. Chair Pro Tem Rains stated he was fine with large rocks. Mr. Hunter said the curbing would remain on the north and south sides.

ENGINEER'S REPORT

Engineer Cristy discussed the planned work on the **Fountain Estates Lift Station**. The lift station needed the gate replaced and base rock added. Trustee Bryant said the plan was to move and fix the fence and widen the gate. Engineer Cristy said he had planned to install two six-foot gates; the rock could be added later as a separate job. Trustee Bryant suggested hiring Brandon Hunter, Land Innovations, to perform the rock work.

THE HUMAN BEAN COFFEE SHOP - Work continued to construct the new business.

SMH DEVELOPMENT, PRAIRIE FLOWER ROAD – Engineer Cristy had reviewed the plans for Phase 2 and Phase 3 of the new subdivision in Joplin. The plans included a couple of detention ponds. Their 400-page drainage report showed water quality plans and detention plans. Engineer Cristy said the plans were good, but rain events will happen, and there could still be flooding in Airport Drive's storm water ditch.

TRAFFIC COUNTS, CUT-THROUGH AND SPEED – Field data had been gathered. Engineer Cristy hoped to have a report for next month.

FOUNTAIN ROAD LIFT STATION – Nothing to report yet.

RIDGE ROAD LIFT STATION – Engineer Cristy had made contact, the property owner seemed agreeable to moving the lift station to his property. The property owner had hoped to not have to set an additional electric meter for the lift station, but to connect it to his meter. Chair Pro Tem Rains thanked Engineer Cristy; he appreciated the good job Engineer Cristy did for Airport Drive.

ATTORNEY REPORT

Attorney Snyder discussed Council Bill 23-23 which was tabled in September. The council bill increased the fee charged for commercial plan review from \$250.00 to \$275.00. This would leave \$25.00 for administrative fees. Currently Airport Drive did not charge for plan reviews for residential building permits. Attorney Snyder included \$125.00 residential plan review fees and increasing the amount charged for building permit inspections from \$25.00 to \$30.00. Attorney Snyder said the Trustees could approve the amendments that night, and possibly negotiate the contract for fees paid to the City of Carl Junction at a later date.

COUNCIL BILLS

Council Bill 23-23, a council bill **repealing and replacing Section 400.050 (A) Building Permit, Fees, Deposit; Chapter 400, Planning Administration and Enforcement, Article I, General Provisions**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 23-23 by title only. Trustee Paul seconded the motion. Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 23-23 by title only. Trustee Bryant motioned to accept the first reading of Council Bill 23-23 by title only and have the second reading of Council Bill 23-23 by title only. Trustee Charbonneau seconded the motion. Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 23-23 by title only. Trustee Bryant motioned to accept the second and final reading of Council Bill 23-23 by title only, and to adopt Ordinance 23-23. Trustee Charbonneau seconded the motion. Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Ordinance 23-23 was adopted. Ordinance 23-23 would be in full force and effect as of October 26, 2023.

OTHER BUSINESS

Spry Welding & Fabrication, LLC submitted an estimate to **replace the grate** in the south driveway entrance to the Municipal Building. The bid was for \$3200.00 for steel grating, 22'6" by 21 ½", labor and fabrication, removal of existing grate and the installation of the new grate. There was an option of \$400.00 to powder coat the steel grates. The total estimate was \$3,801.60. Engineer Cristy said he could not approve powder coating, but preferred the grates be galvanized. Trustee Bryant and Resident Marvin Heckart stated they would explore other options.

SNC2 submitted Quote number SNCQ223424-1, in the amount of **\$1995.46**, for **two Dell OptiPlex 7000 Desktop Computers** for Clerk Hirshey and Deputy Clerk Clark. Two cables for Clerk Hirshey's computer were included. Deputy Clerk Clark's computer was painfully slow. Trustee Charbonneau motioned to accept Quote #SNCQ223424-1 in the amount of \$1,995.46 for two new computers and cables for Clerks Hirshey and Clark. Trustee Bryant seconded the motion. Motion passed unanimously.

TEC, Total Electronics Contracting, submitted a bid #25419 in the amount of **\$250.00** to run a cable from the new Liberty Fiber switch to the computer and printers in the northwest corner of the building. Chair Pro Tem felt the Sheriff's Office should be responsible for the cost.

Clerk Hirshey shared the information from the **City of Carl Junction** regarding **Leaf Pick Up in 2023**. Carl Junction would send crews to pick up the leaves in Airport Drive from November 27th to December 1, 2023. A worksheet showing all fees paid since 2009 was given to the Trustees.

CLERK'S REPORT

The Budget Committee met on Tuesday, October 24, 2023 at 6:30 p.m. to set a proposed budget for 2024. Chairman Mark Johnson; Residents Keith Stammer and Janie Liles were assisted by Engineer Clayton Cristy and Clerks Hirshey and Clark to prepare a proposed Budget for 2024. Copies of the proposed budget were provided for the Trustees to review. Approval was held for the November 16th meeting.

On October 20, 2023, Schuber Mitchell Homes requested a list of all permits issued in Airport Drive from July 2020 to September 2023. The list was emailed to SMH. They then requested a notarized affidavit of the information.

Building Permit #968 was issued to MacCo Builders on October 3, 2023 for The Human Bean coffee shop at 5799 N Main Street Road. Their last inspection was to prepare to pour the floor for the building.

David Coss, Coss Tree Service, has said he planned to start trimming the trees near the roadways late in the week of October 23, 2023. Rainy weather may delay his start.

Casey's maintenance person called on October 25th about the mowing letter. He agreed their mowers will keep the area around the speed limit and children at play signs mowed.

Gary Garvin sent comments back regarding a mowing letter mailed to him on October 18, 2023. The property was the Washmaster Carwash at 5885 N Main Street Road. The property had been mowed. Copies of his remarks were provided to the Trustees.

TEC had installed cables from the Liberty Fiber equipment to the Clerks' computers, the printer, and Sgt. Crossley's computer. Austin from SNC2 was here today to install the switch and to hook everything up. A speed test of Liberty Fiber internet had a download speed of 926.99 Mbps and an upload speed of 892.98 Mbps. TEC will need to set up the phones.

Carl Junction was willing to pick up leaves during the week of November 27th.

At the September 28th Board of Trustees meeting, it was suggested to provide a meal for the Zoning and Board of Adjustment meetings scheduled for 6:00 p.m. Possibly sandwich trays from Subway or Harps? Trustee Charbonneau motioned to provide sandwiches to the Zoning and/or Board of Adjustment members prior to their meetings. Trustee Bryant seconded the motion. Motion passed unanimously.

Justin Garvin called the office on Friday, September 29. He agreed to plow snow off the streets for winter 2023 – 2024 at the same rate as 2022 – 2023. Chair Pro Tem Rains asked for volunteers to contact Justin Garvin when he needed to plow. It was decided Trustee Bryant and Chair Pro Tem Rains would contact Mr. Garvin as needed.

The Clerk from Republic and her city administrator are sending a letter to MML and their state representatives regarding the filing dates for the April General Municipal Elections. The Board expressed their support for Clerk Hirshey sending the letter to MML and legislators.

The Green Folder contained documents requiring the Chair Pro Tem's signature.

REMINDERS

The office would be closed Friday, November 10, 2023 in observance of Veterans Day.

The next Board of Trustees Work Sessions and Regular Meetings were scheduled for Thursday, November 16, 2023, at 6:30 pm and 7:00 pm respectively.

Just a reminder. Filing for candidacy for the April 2, 2024 General Municipal Election will open on December 5, 2023 at 8:00 a.m. and end on December 26, 2023 at 5:00 p.m. In 2024, terms will end for Trustees Mark Rains, Kara Charbonneau, and Jim Paul.

OTHER BUSINESS

Chair Pro Tem Rains mentioned the fence west of El Charro's. Attorney Snyder discussed lack of confirmation of ownership of the fence. The debris behind the building was also discussed.

Chair Pro Tem Rains discussed dates for Zoning Meetings. He felt they should be scheduled for the Tuesday or Wednesday prior to the Board of Trustees meetings. Approval of new signage was discussed. Trustee Bryant motioned to make a recommendation to the Zoning Commission to meet on the Tuesday prior to the Board of Trustees meeting each month. Trustee Charbonneau seconded the motion. Motion passed unanimously.

Procedure for Code violations, complaints, and Sunshine Requests were discussed.

ADJOURNMENT

With no other business to come before the Board, Trustee Bryant motioned to adjourn the meeting. Trustee Charbonneau seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC-C
Village Clerk