

## 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, November 16, 2023, 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 Mark Rains, Ray Bryant, Kara Charbonneau, and James Paul. 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 Debbie Bryant, Edwina Rains, Chuck and Sarinda Dudley, business owner Brandon Hunter, and property owner Dale Janssen. 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 October 26, 2023, having been previously provided to the Trustees, were discussed. Trustee Rains motioned to approve the minutes previously provided. Trustee Bryant seconded the motion. Motion passed unanimously.

### TREASURER'S REPORT

Clerk Hirshey presented the Treasurer's Report for November 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. Revenues were lower than usual due to the meeting being earlier in the month. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Paul seconded the motion. Motion passed unanimously.

### PETITIONS, REQUESTS, AND COMPLAINTS

**Dale Janssen**, property owner of the parcel at the east end of Airport Drive's limits on the north side of East Fountain Road, appeared before the Board. The **Fountain Road Lift Station** and access to the lift station were located on Mr. Janssen's property. Mr. Janssen asked the Trustees for help in paying for the survey of his property. Mr. Janssen planned to build a fence around his property with a gate for access to the property and the lift station. He did not have an estimate of the cost for the fence. The Board would try to work with Mr. Janssen on the project. With the approval of Attorney Snyder, further discussion was held for a Closed Session at the end of the meeting.

Residents **Chuck and Sarinda Dudley** appeared before the Board. The Dudleys introduced Lauren Jones to the Trustees. Ms. Jones was considering the Dudley's property at **25319 Demott Drive**, currently zoned R-1, Single Family Residential, for use as an event center. The Dudleys spoke highly of Ms. Jones abilities restoring houses. Attorney Snyder stated this was a matter for the Zoning Commission, not the Board of Trustees. Before applying to the Zoning Commission, Ms. Jones would need the proper legal description of the property, plans for buildings, storm water detention, and parking. She could reach out to Engineer Cristy for requirements.

## **ENGINEER'S REPORT**

**SEWER SYSTEM** - Engineer Cristy discussed his sewer rates worksheet. He suggested adding a fourth commercial base rate for businesses using over 125,000 gallons of water per month. Chairman Myers brought up that the City of Carl Junction charged an I&I fee each month for repairs and maintenance items for their sewer system. Engineer Cristy suggested an increase of 8% or 10% for sewer fees charged to Airport Drive businesses and residents. Chairman Myers suggested leaving the base rate unchanged but increasing the usage charge from \$3.25 per 1000 gallons of water to \$4.25 per 1000 gallons of water used; and adding an additional commercial category for businesses using over 125,000 gallons of water per month with a base rate of \$250.00 per month. Engineer Cristy would send a letter to the City of Carl Junction, including the I&I Study Report from TREKK Designs. He would also request an increase in the daily allowed capacity above 150,000 gallons per day. He noted the flow meters were working well. The I&I Study showed few problems with Airport Drive's sewer system, the Village was not adding a great deal of infiltration into Carl Junction's system. In the Work Session, Matthew Ridpath, TREKK Designs, said their report showed a few areas on private properties requiring maintenance, mainly broken or missing caps on sewer cleanouts.

Trustee Rains motioned that Airport Drive should put out a bid packet to hire a plumber to repair the items noted in the TREKK I&I Report. Trustee Bryant seconded the motion. Motion passed unanimously. Engineer Cristy stated he would look for rates for plumbing projects in the "Joplin Tool Box".

Chad Copher, Waste H2O Solutions, had worked on Airport Drive's Lift Stations during the past year. He lived in Joplin, his costs for repairs and maintenance were lower due to lower trip expenses. Engineer Cristy suggested the Trustees sign an on-call service agreement with Mr. Copher to work on lift stations and flow monitors.

Trustee Rains motioned to have an agreement with Chad Copher, Waste H2O Solutions, for on call service for lift stations and flow monitors. Trustee Bryant seconded the motion. Motion passed unanimously.

**FOUNTAIN ESTATES LIFT STATION** – Engineer Cristy had no update. Trustee Bryant spoke to contractors about the project. He listed MW Fence to work on the fence, and Brandon from Land Innovations to add rock and grade the lift station.

**LET'S GO CARWASH, STONE'S CORNER** - Under construction.

**ENTRANCE GRATING** – Spry Welding had submitted a quote to replace the grating with galvanized metals for \$3,696.00. Trustee Bryant was waiting for a quote from someone he knew.

**THE HUMAN BEAN COFFEE SHOP** - Work continued on the new business. The project was moving along nicely. Airport Drive would need to do some ditch grading to the west on Marion.

**TRAFFIC COUNTS, CUT-THROUGH AND SPEED** –Information about the study had been received. The monitoring was for one day only and took place on a Wednesday. The traffic monitoring people didn't see a huge volume of cut through traffic, or people driving over the speed limit; and didn't think One-Way streets would be a good idea. The final report would be presented next month.

**FOUNTAIN ROAD LIFT STATION** – Nothing to report yet.

RIDGE ROAD LIFT STATION – No updates. The Trustees asked Engineer Cristy to continue to work on the project.

Engineer Cristy discussed the Iron Horse Development and the Central Avenue Lift Station. The Board needed to have a plan ready when the development started. It could be soon or years, but a gravity feed line could replace the Central Avenue Lift Station. A new line west of Main Street could free up the lines around the back of Tabor Woods subdivision.

LAND INNOVATIONS – New plans were received from Mr. Hunter’s engineer Wayne Stephenson. The original curb on east was replaced by rip-wrap on top of trench. There was no curb, the asphalt went to the rock. The Trustees were okay with it, Engineer Cristy was okay with that.

EAST BLAND STREET IMPROVEMENTS – There had been no contact with the owners of the required right-of-way yet.

101 VILLAGE LANDING – The lights in the Gambino’s parking lots had been adjusted but were still shining into Tabor Woods, down Fir Road and Highway 171. Trustees Myers and Rains were still receiving complaints about the lights. Gambino’s Engineer Stephenson requested documentation from the lighting people that the lights were installed correctly. Attorney Snyder said the Village needed to let property owner Lance Adams know nearby property owners and Airport Drive could take legal action and would consider all legal recourse. Chairman Myers asked Attorney Snyder to send Mr. Adams a letter stating he must comply with Village Code, which does not allow outdoor lighting to interfere with adjoining residential areas and/or adjacent streets.

FOUNTAIN ROAD LIFT STATION EASEMENT – Olsson’s surveyor was working on the legal description for the easement.

### **ATTORNEY REPORT**

Attorney Snyder discussed the Ridge Road Lift Station. He also discussed Council Bill 24-23 which codified the new Sales Tax approved by voters in August 2023.

### **COUNCIL BILLS**

Council Bill 24-23, a council bill **amending Section 130.080, Sales Tax Imposed, in Chapter 130, Taxation and Finance, to add a new paragraph for a 3% Retail Sales Tax of Non-Medical Adult Use Marijuana to the Code**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 24-23 by title only. Trustee Rains seconded the motion. Myers; aye, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 24-23 by title only. Trustee Bryant motioned to accept the first reading of Council Bill 24-23 by title only and have the second reading of Council Bill 24-23 by title only. Trustee Rains seconded the motion. Myers; aye, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 24-23 by title only. Trustee Bryant motioned to accept the second and final reading of Council Bill 24-23 by title only, and to adopt Ordinance 24-23. Trustee Rains seconded the motion. Myers; aye, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Ordinance 24-23 was adopted.

### **OTHER BUSINESS**

The Budget Commission met on October 24, 2023 to prepare a proposed Budget for 2024. Trustee Rains motioned to accept the Budget for 2024 as proposed. Trustee Bryant seconded the motion. Motion passed unanimously.

Connell Insurance had received updated valuations for Airport Drive's properties, equipment, and infrastructure. The application for Cyber Liability Renewal required Chairman Myer's signature. The Terrorism Insurance Coverage form needed to be accepted or declined, and a signature as well. Trustee Rains motioned to decline to purchase terrorism coverage. Trustee Charbonneau seconded the motion. Motion passed unanimously.

Brian Atnip had requested a streetlight be installed on Northeast Street near his mother's home at 24917 Northeast Street. The only streetlight on the street was at the intersection of Northeast Street and Highway 43. Liberty Utilities provided a cost for the streetlight of \$10.03 per month. Trustee Rains motioned to have a streetlight installed on Northeast Street at a cost of \$10.03 per month. Trustee Bryant seconded the motion. Motion passed unanimously.

Spry Welding & Fabrication, LLC submitted an estimate for Galvanized Grating for the entrance to the Municipal Building's south parking lot. The estimate was for 22'6" by 21' 1/2" galvanized grating, installed and the old grating removed, at a cost of \$3,696.00. Trustee Bryant was waiting on a quote from someone else. This estimate would have to wait until the December 21, 2023 meeting.

Liberty Fiber installed the equipment for internet service in the mechanical closet in the Jasper County Sheriff's Office. The equipment took up space formerly used to store paper towels, toilet paper, cleaning supplies, Ice Melt, vacuums, and other items not used every day. Deputy Clerk Sharon Clark had priced a steel 5 shelf cabinet with locking doors for \$331.49, and three sets of short shelving for \$213.99, \$229.99, and \$259.49 to set against the walls of the closet. Trustee Rains motioned to purchase the steel cabinet for \$331.49. Trustee Charbonneau seconded the motion. Motion passed unanimously.

During the Work Session, Sgt. Tom Crossley asked the Board of Trustees if they would like to make a donation to the Jasper County Sheriff's Shop with a Deputy for 2023. Trustee Rains motioned to donate \$500.00 to the Jasper County Sheriff's Office's Shop with a Deputy project. Trustee Bryant seconded the motion. Motion passed unanimously.

### **CLERK'S REPORT**

The November 2023 Newsletter was mailed out and emailed on November 9<sup>th</sup>.

Senator Jill Carter was holding a Christmas Reception, Jingle to Mingle, at Joplin Greenhouse, 2820 E. 32<sup>nd</sup> Street from 5:30 to 7:30 pm on Sunday, December 3<sup>rd</sup>. All local elected officials were invited. A copy of the invitation was provided to the Board.

Renewal letters for 2024 Business Licenses and Contractor's Licenses were mailed on November 3<sup>rd</sup>.

At meeting time, we had issued 2024 Business Licenses to ten businesses in Airport Drive. We also issued 13 2024 Contractor Licenses.

A Ficus plant was delivered to North Main Street Therapy Center on November 9<sup>th</sup> as a welcome gift to the Village.

The two new computers approved during the October 2023 meeting had been ordered from SNC2. They were scheduled to be installed on Tuesday, November 21. SNC2 will also install the WI-FI device on the ceiling and a battery backup system for the equipment in the closet.

David Coss, Coss Tree Service, has said he finished almost all of the tree trimming except East and West Fountain Road, Lone Elm, and the Fountain Road Lift Station. Mr. Coss cut down a dead tree near the deputy sheriff's driveway for \$150.00. He will grind the stump for \$25.00. Trustee Rains motioned to add the costs of the additional work totaling \$175.00, to the agreed upon amount for Cross Tree Service. Trustee Paul seconded the motion. Motion passed unanimously.

TEC delivered the telephones on Monday, November 13<sup>th</sup>. We discussed all the new options for the phone service. We needed Mediacom to release the phone numbers, then TEC will hook up the new phone system. Jim Paul signed the release; it was emailed to TEC on November 14<sup>th</sup>.

Clerk Hirshey planned to work the afternoon of December 26 to meet the filing requirements of the 2024 April General election.

Deputy Clerk Sharon Clark requested a vacation day for Monday, December 4, 2023. Clerk Hirshey requested vacation days for Monday, December 11<sup>th</sup> and Tuesday, December 12<sup>th</sup>. Trustee Rains motioned to approve the requested vacation days for Clerks Hirshey and Clark. Trustee Bryant seconded the motion. Motion passed unanimously.

The Green Folder contained documents requiring the Chairman's signature.

### **REMINDERS**

The office will be closed Thursday, November 23<sup>rd</sup> and Friday, November 24, 2023 for the Thanksgiving Holiday.

The next Board of Trustees Work Sessions and Regular Meetings are scheduled for Thursday, December 21, 2023, at 6:30 pm and 7:00 pm respectively.

Clerks Hirshey and Clark wish everyone a Blessed and Happy Thanksgiving!

### **CLOSED SESSION**

Notice was given that the Board of Trustees, as authorized by 610.021(1) (2), would conduct a Closed Session to discuss Legal actions, and leasing, purchasing or sale of real estate. Trustee Rains motioned to enter Closed Session. Trustee Ray Bryant seconded the motion. Myers; yea, Rains; yea, Bryant; aye, Charbonneau; yea, Paul; aye. The Board went into Closed session at 8:34 p.m.

The meeting reconvened in Open Session at 8:45 p.m.

### **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 8:46 p.m.

Respectfully Submitted,

*Sue Hirshey, MRCC-C*  
Village Clerk