

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, November 18, 2021, at the Village Municipal Building. The meeting was open to the public.

Chairman James Paul called the Board of Trustees to order at 7:00 p.m. Members present were Terry Myers, Mark Rains, Reed Thompson, and Ray Bryant. Village Clerk Sue Hirshey was present to take the minutes. Also present were Village Attorney Derek Snyder, Village Engineer Clayton Cristy, Jasper County Sheriff's Officer Sergeant Melissa Roughton, Deputy Clerk Kristy Hoggatt, Residents Debbie Bryant, Marvin Heckart, Edwina Rains and Carlene Johnson. Resident Debie Heckart and Jasper County Sheriff's Deputies Justin Henry and Andy Albertson were absent. 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 Meeting held on October 28, 2021, 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 2021. The Board was provided the Balance Sheets by Fund, Cash Receipts Control Report, Payroll Calculation Report, Check Register, Accounts Payable Control Report, Current Statement of Revenues and Expenses, Recap of Sales Tax Revenue Year to Date, worksheets for Sewer Maintenance Changes paid to Carl Junction, Certificates of Deposits, open Building Permits, and statements of Deposits Payable for Schuber Mitchell Homes and Dollar General Store #23203. Trustee Thompson motioned to approve the Treasurer's Report and to pay the bills. Trustee Bryant seconded the motion. Motion passed unanimously.

PETITIONS, REQUESTS, AND COMPLAINTS

Kyle and Kylin Smith appeared before the Board to present new drawings for their proposed storage unit business at 5356 N. Main Street Road and duplexes on the adjoining lot to the south. The drawings showed one entrance for each parcel of land off North Main Street Road, and the first 200 feet off of Main Street was to remain zoned C-2, General Commercial, as determined by the Trustees during the October 28th meeting. Kylin Smith asked if the Board had rejected any requests for commercial projects on the properties. They had not. The Trustees agreed commercial projects would be welcome. Engineer Cristy stated water and sewer lines were across the front of the properties. However, the proposed duplexes may cause the Central Avenue Lift Station to be at full capacity, this would need to be reviewed. A regional style detention area could be created, so long as agreements regarding maintenance and ownership could be reached. Attorney Snyder reminded the Smiths that legal descriptions of the C-2, General Commercial and I-1, Restricted Light Industrial areas of the property were still needed. Kylin Smith stated the sale of the properties was set to close around January 1, 2022.

Lance Adams appeared before the Board to discuss plans to build a **restaurant** on **Lot #1 of Airport Landing Subdivision**, across Fir Road from Harp's Food Store. Mr. Adams stated the project was moving ahead and provided a conceptual site plan prepared by Hunter Millard Architects. The area had been surveyed, and he was not buying the area where the street would be located, Mr. Cummings would keep the street area. Mr. Adams was willing to build the street according to specifications in the Village Code and Mr. Cummings would then deed the road area to the Village of Airport Drive to maintain. The roadway would have a 50-foot gravel turnaround area at the end. Mr. Adams hoped Airport Drive would take ownership of the roadway and name the road. Engineer Cristy said the road could be named if it were privately owned. Trustee Bryant stated at the time the subdivision was approved, the Trustees wanted the roadway into Harp's Food Store to remain privately owned and maintained, he felt this roadway should be privately owned and maintained as well, including snow removal. Trustee Thompson asked if there would be any benefit to Airport Drive owning the roadway. Attorney Snyder stated the benefits could be economic development, safety purposes, control of the roadway. Because the subdivision was planned development, that would give more control as to how the road was built. Mr. Adams stated the roadway could be built as part of his parking lot, not making a roadway available to other development of the lot. Trustee Rains stated no decision would be made that night. The Board would discuss further later. Mr. Adams thanked the Board for their time, the Trustees thanked Mr. Adams for interest in building in Airport Drive.

Foreman Jesse Adams, with Micor Construction, the general contractor working on the new **Dollar General** at 25994 Fir Road, appeared before the Trustees to discuss the agreement that allowed the store to receive a **temporary Certificate of Occupancy** and to open for business on October 29, 2021. The temporary Certificate of Occupancy was set to expire November 29, 2021. Mr. Adams asked for an extension on the temporary Certificate of Occupancy due to pavement issues on Fir Road. Mr. Adams stated they were still working to complete the list of additional deficiencies discussed on October 28th. The asphalt subcontractors had informed Mr. Adams that even if the roadway was milled and overlaid, they couldn't guarantee improved conditions; Fir Road had peculiarities. Mr. Adams was willing to accept part of the cost to overlay Fir Road, he didn't know the cost. Engineer Cristy estimated the cost to mill and overlay Fir Road would be between \$12,000 and \$15,000. Airport Drive probably couldn't have the work done until next year. Engineer Cristy stated the road was not widened enough and the lip at the edge of the road was wavy. Trustee Bryant stated the north side of Fir Road was in Carl Junction. Attorney Snyder asked Mr. Adams if the developer was ready to let some of the Bond money be used to fix Fir Road. Mr. Adams responded that they could let go of some of the money for road repairs. Attorney Snyder brought up the long list of deficiencies listed during the October 28, 2021 meeting and asked if all items were completed. Mr. Adams thought so, landscaping items were ready to do the next day. Due to problems getting trees and shrubs, Dollar General was requesting to eliminate the trees and shrubs included in the approved plans. Engineer Cristy reminded Mr. Adams about what was approved in the plans for Dollar General: 12 trees were to be planted under the power lines plus 10 canopy trees. Mr. Adams said there were problems and concerns with planting trees along the utility lines. Engineer Cristy suggested Mr. Adams create an alternate plan for trees and shrubs, and requested a revised greenery plan. Trustee Rains noticed there was not a fence around the detention pond and the driveway into the parking lot was bad. Engineer Cristy started down his list from October; ditch grading, a lot of gravel, Mr. Adams said he would hydro seed the area. Engineer Cristy requested drainage modification plans be emailed to him by November 2nd. Mr. Adams stated

he was advised by Overland Engineering about what size pipe to use. Engineer Cristy said the rip wrap was good, still needed pavement repairs, a letter regarding the change to the detention area, topsoil and seeding the grass areas, no erosion control, grass need to be established, no silt fence, no straw bales. City of Carl Junction Engineer Kurt Higgins had not been notified of testing of the sewer line and a manhole on Van Hooser would need a ring to raise the lid to the level of the road. Mr. Adams said he would be ready on Tuesday, November 23rd for the Final Inspection for the building. Engineer Cristy stated hydro mulching would not qualify for grass, there should be 70% established grass. Engineer Cristy questioned whether Airport Drive needed a letter from the developer to use the bond money to finish projects. Attorney Snyder stated Airport Drive would need something in writing. Engineer Cristy said it would be Spring 2022 before we could get Fir Road milled and paved. He suggested waiting for Jasper County to rebid their paving contract, utilizing their bid and working with the county. Airport Drive would need to have an agreement with the Special Road District. Mr. Adams stated the erosion control would be taken care of the next day and shrubbery would be in by December 16, 2021. Attorney Snyder stated the Board should extend the temporary Certificate of Occupancy until December 28, 2021. Trustee Thompson motioned to extend the temporary Certificate of Occupancy 30 days. Trustee Bryant seconded the motion. Motion passed unanimously. Jesse Adams thanked the Board.

Realtor Ed August presented a drawing from Stewart & Neece Land Surveying Company that showed a Proposed Preliminary Layout of **Lot # 26 of Staples Midway Subdivision** split into **four lots**, for 1700 to 1900 square foot homes. Mr. August was representing NC Homes, Neil Vanlue, a home builder. Lot #26 was in the southeast corner of the intersection of Marion Avenue and Joplin Street. The drawing dated November 18, 2021 was received at the office that day and emailed to Engineer Cristy and Attorney Snyder the same day. Engineer Cristy did not have time to review the drawing, but thought drainage would be a concern, most likely requiring a detention area. Attorney Snyder said the Zoning Commission would need to review the lot splits. Four homes would create changes that could affect others but wouldn't require everything a typical subdivision would.

ENGINEER'S REPORT

EAST BLAND STREET IMPROVEMENTS - Utilities appear to be within the existing right of way except overhead power and some telephone. Revised plans will be sent to utility companies for comment. Not much had been done yet.

WEST BLAND DRAINAGE IMPROVEMENTS - MODOT suggested that the existing pipe be replaced with a larger pipe connecting to the Main Street ditch. A hydraulic report will need to be presented to MODOT for review. The open trickle channel plan was the best option.

BRIARWOOD SUBDIVISION - Engineer Cristy had requested verification of detention grading from Schuber Mitchell, not received yet. Trustee Thompson instructed Clerk Hirshey to contact Liberty Utilities about installing streetlights, the sooner, the better.

DOLLAR GENERAL - Temporary Occupancy permit granted. Preparing an estimate to mill and overlay Fir Road.

BUTCHER'S BLOCK/SCP AGENCY - Waiting on site, ADA, sewer, sewer easement and lighting plans for review.

5832 NORTH MAIN STREET ROAD - Conceptual Site Plan under review. No new information.

5701 NORTH MAIN STREET ROAD - Discussion with owner regarding site plans for additional pavement. No new information.

ATTORNEY'S REPORT

Attorney Snyder did not have an update on repairs to **El Charro's parking lot**, 5781 N. Main Street Road. A letter was sent in September 2021. He will send another letter.

The request to **rezone 5356 North Main Street Road** was on hold until the legal description of the property showing the two differently zoned areas was received.

COUNCIL BILLS

Council Bill 15-21, a council bill **repealing and replacing Section 610.040, Fee of Chapter 610, Peddlers and Solicitors** was discussed.

Trustee Thompson motioned to have the first reading of Council Bill 15-21 by title only. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 15-21 by title only. Trustee Thompson motioned to approve the first reading of Council Bill 15-21 by title only and have the second reading of Council Bill 15-21 by title only. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 15-21 by title only. Trustee Thompson motioned to approve the second and final reading of Council Bill 15-21 by title only and adopt Ordinance 15-21. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Ordinance 15-21 was adopted.

Council Bill 16-21, a council bill **establishing the salary for the position of Village Clerk** was discussed. Trustee Rains motioned to amend Council Bill 16-21 to include an annual salary of \$64,288.08, 90% paid from the General Fund and 10% paid from the Sewer Fund.

Trustee Rains motioned to have the first reading of amended Council Bill 16-21 by title only. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read amended Council Bill 16-21 by title only. Trustee Rains motioned to approve the first reading of amended Council Bill 16-21 by title only and have the second reading of amended Council Bill 16-21 by title only. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read amended Council Bill 16-21 by title only. Trustee Rains motioned to approve the second and final reading of amended Council Bill 16-21 by title only and adopt Ordinance 16-21. Trustee Bryant seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Ordinance 16-21 was adopted.

OTHER BUSINESS

Jonah Hall, Smartlock Self Storage, 5171 N. Main Street Road, submitted by email a drawing showing a 25-foot fire lane and dedicated parking and loading area. Carl Junction Fire Chief Joe Perkins had reviewed the drawing and commented that the two things that he did not see were the fire lane continuation to the north side of the building and no mention of the Fire Department

Connection on the exterior of the building which cannot be blocked and needed to be shown as it directly pertained to parking.

Jonah Hall had emailed Attorney Snyder to ask about **rezoning the front half of 5571 N. Main Street Road, the Metro Appliances location, to I-1**, Restricted Light Industrial, for purposes of adding more climate-controlled storage units inside the front building. Smartlock was under contract to purchase both parcels of land at 5571 N. Main and would immediately operate the storage units on the west parcel as part of their facility. Metro would need to rent the front building until their new facility in Joplin was ready to use. Mr. Hall also had questions regarding signage at the 5171 N. Main Street location. Attorney Snyder encouraged Mr. Hall to be more clear on his application for signage approval in his next Zoning Meeting.

Connell Insurance submitted a quote for **Cyber Security Insurance**. The annual fee was \$1,534.00. Attorney Snyder had not had time to read the 56-page quote. He promised to review the agreement and be ready to comment on the quote at the December 16, 2021 meeting.

Midwest Fibre Sales Corporation had sold certain of its assets to Allied Services, LLC (**“Republic”**). Republic services would take over the shredding services and sent a letter for the Chairman to sign to acknowledge the sale. Trustee Bryant motioned for Chairman James Paul to sign the letter to acknowledge the sale and transferring of services. Trustee Rains seconded the motion. Motion passed unanimously.

The Ordinance Review Committee had met in March 2021 and make recommendations to the Trustees changes regarding **fees for annual Merchant’s Licenses**. The committee reviewed and discussed business classification and fees charged by nearby cities of Joplin, Carl Junction, Carthage, Webb City and Oronogo. The Ordinance Committee voted to recommend restructuring Airport Drive’s business license fees to closely resemble Webb City’s structured plan. The fee for a merchant, retail or rental business’s first year would be \$25.00, in the subsequent years, the license fee would be based on t business’s gross annual sales/income of the previous year. Fees for Liquor Licenses would be \$150.00 for Packaged or By the Drink Liquor License and \$125.00 for Packaged or By the Drink Sunday Liquor License. Fees for businesses renting storage units were discussed. Trustee Thompson suggested fees for storage units should be based on the number of units in the business. Trustee Myers suggested the annual fee for a storage unit business should be \$25.00 plus \$5.00 per unit. Attorney Snyder stated the Board would need to set up an appeal procedure for businesses to appeal the yearly amount. He stated this could be a difficult procedure for Village Staff. Clerk Hirshey would send out letters to businesses to extend the expiration of 2021 Business Licenses to January 31, 2022.

Trustee Rains suggested putting the Use Tax on a Ballot again. Engineer Cristy suggested stating a use for the tax, such as a park, water park, sidewalks, etc. would increase the chances voters would approve it.

CLERK’S REPORT

The November 2021 Newsletter was mailed and emailed on November 10, 2021. It was made available on the website on November 12, 2021

A \$25.00 Harp's Gift Card was awarded to Resident Beverly Hawkins for her recipe for pumpkin pie for the Favorite Pie recipe contest on Facebook. Submissions were also received from Jamie Myers and Kim Newby.

The Office received a couple of complaints of speeders on Leffen Lane. Jasper County Officers had been notified and were trying to keep an eye out for the speeders.

The Village Christmas Cards would be mailed on November 29, 2021.

Clerk Hirshey called and left a message for Justin Garvin regarding snow removal from Airport Drive's roads. Mr. Garvin had not contacted the office. The Board said to put the service out to bid if Mr. Garvin did not contact the office.

Republic Services had purchased Midwest Fibre Sales and had taken over operations as of November 1, 2021. Midwest Fibre Sales handled the shredding services for Airport Drive. The current fees were \$5.00 per month for cart rental and \$35.00 each time they came to shred.

Danielle Farrar has submitted an application to the Board of Adjustment for a variance to build a facility for a dog resort including grooming, boarding, doggy daycare, vet clinic and retail business. Three members confirmed they could meet on Wednesday, December 15. Mrs. Farrar had agreed to that day.

The Picnic Committee would meet on December 7, 2021 at the Municipal Building to set a date for the 2022 75th Birthday Celebration for Airport Drive. Debie Heckart, Rose Paul, Sue Bozung, Carolyn Longerot and Melody Dhooghe agreed to serve on the committee again.

Deputy Clerk Kristy Hoggatt requested vacation days for Tuesday, November 23rd; Thursday, December 2nd; Friday, December 10th, and Tuesday, December 14, 2021. Clerk Hirshey requested a vacation day on Tuesday, November 30, 2021. Trustee Rains motioned to approve all dates as requested. Trustee Bryant seconded the motion. Motion passed unanimously.

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

REMINDERS

Candidate filing for the April 5, 2022 General Election would begin on December 7, 2021, at 8:00 a.m. and end on December 28, 2021 at 5:00 p.m. In 2022, terms would end for Trustees James Paul, Mark Rains and Reed Thompson.

Leaf Pick Up will be the week of November 29, 2021.

The Office would be closed Thursday, November 25th and Friday, November 26, 2021, for the Thanksgiving Holiday.

The next Board of Trustees Work Sessions and Regular Meetings were scheduled for Thursday, December 16, 2021, at 6:30 pm and 7:00 pm respectively.

ADJOURNMENT

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

Meeting adjourned at 9:04 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC
Village Clerk