

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, April 27, 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 Marvin and Debie Heckart, Debbie Bryant, Edwina Rains, and Teresa Massa. 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 March 23, 2023, having been previously provided to the Trustees, were discussed. Trustee Charbonneau 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 April 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, Currents Statements of Revenues and Expenditures, worksheets for Recap of Sales Tax Revenue, and Sewer Maintenance Charges Paid to Carl Junction, and Certificates of Deposits for Airport Drive. Trustee Rains asked for clarification on the payments for asphalt overlay and striping on Fir Road. The section being repaired due to the street widening project for the new Dollar General Store at Fir Road and Lone Elm was paid for by Dollar General. Airport Drive paid for the section of Fir Road from Highway 171 to the railroad bridge. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Charbonneau seconded the motion. Motion passed unanimously.

OTHER BUSINESS

Trustee Rains asked Engineer Cristy about the **four-way stop** intersection at **Fir Road and Lone Elm Avenue**. He stated Airport Drive had taken care of their part; maybe other entities might need to repair their areas. Engineer Cristy would review the roadways. Clerk Hirshey stated Dollar General submitted a cash bond to pay for the repairs to the area of Fir Road that they widened. Trustee Bryant motioned to have Attorney Snyder prepare a Release for the unused funds provided by Dollar General, pending final approval by Engineer Cristy and Street Commissioner Ray Bryant. Trustee Charbonneau seconded the motion. Motion passed unanimously.

Lights in the parking lot for the new **Gambino's Restaurant** at 101 Village Landing were discussed. Clerk Hirshey had received a verbal complaint from a Tabor Woods resident stating the parking lot lights were shining into her back yard. Attorney Snyder stated Clerk Hirshey should reach out to the business owner to encourage them to angle the lights more downward.

PETITIONS, REQUESTS, AND COMPLAINTS

Albert Danhaki, 25261 West Bland Avenue, requested to be added to the Agenda to discuss a **written complaint** about his property, for the following nuisances: accumulations of refuse, abandoned objects or equipment, and construction debris. During the Work Session, Sergeant Crossley presented pictures of the property taken at the time the complaint was received. He stated a

ten-day Code Violation letter was sent to Mr. Danhaki. The letter showed an inspection date of April 12, 2023 and a revisit date of April 26, 2023. Sgt. Crossley said there was no improvement made between April 12th and April 26th. Options for the next step to take were discussed. Engineer Cristy reminded the Board of roadway repairs recently made adjacent to Mr. Danhaki's property, that the Board had been responsive to Mr. Danhaki's request for repairs, but Mr. Danhaki had not reciprocated.

ENGINEER'S REPORT

SEWER SYSTEM - TREK had started flow monitoring in the sewer system. Engineer Cristy was able to watch online. Ridge Road Lift Station - Grinder Pump information was sent to the only homeowner that utilized the lift station. Additional discussion was held for a Closed Session later in the evening. The flow monitor at 171 would be upgraded as soon as the equipment was received, anticipated delivery was in June. The control panel had been installed at the Gum Road lift station. Engineer Cristy informed the City of Carl Junction about the new flow monitor and the I&I study.

Maintenance and Improvements at Fountain Estates – Engineer Cristy was working on a bid package for fence repairs, additional aggregate and possibly adding a streetlight. The detention area for Fountain Estates was discussed. Engineer Cristy needed to visit with the property owner about the repairs, and asked about quotes versus putting the project out to bid. Trustee Rains asked who would do the work. Engineer Cristy stated Asbell Excavating and MW Fence. Attorney Snyder stated the Board would need signed approval by the property owners.

TABOR WOODS STREETS - The streets in Tabor woods were reviewed by Street Commissioner Ray Bryant and an Olsson roadway professional. The roads were in good condition but had some delineation. Trustee Bryant stated the roads were in good condition but said there were some minor areas that had lost some aggregate from the chip-seal. The shoulders were in good shape. Chairman Myers asked Attorney Snyder about a letter to Jasper County PSWD #1 about their plans for new water lined. Attorney Snyder had not written the Board but would write and send a new letter. Trustee Rains asked about attending a Water Board meeting. Attorney Snyder said two Trustees could attend a Water District meeting to talk about a cooperative effort, he would let the Water District attorney know. Engineer Cristy would let the Water District Office know two Trustees would be attending their meeting.

Engineer Cristy suggested sleeves could be installed under the roadways to allow overlay plans to proceed, warning that future crossings could change. Attorney Snyder stated the Trustees would need to work with the water board to make sure where the water lines would cross Village roadways. Engineer Cristy asked if the Board wanted him to check with the Jasper County Special Road District to chip and seal the spots in Tabor Woods requiring attention.

EAST BLAND STREET IMPROVEMENTS - Revising plans for curb or ditch on south side of road and ditch on north. Engineer Cristy had been unable to get input from property owner on the south side of Bland for ten feet of additional right of way, that property was necessary to continue the project. Storm pipe at the east end of bland continues to the stream further east.

BRIARWOOD SUBDIVISION - Schuber Mitchell Homes had replaced some of the sidewalks. Engineer Cristy had not received new plans for the private driveway, Bradford Lane. SMH needed to submit alternative sidewalk and driveway plans, and they must be ADA compliant.

FIR ROAD PAVING (Dollar General to 171) - Fir Road repaving and striping was finished and was done well. Trustee Bryant asked if additional street lighting would be needed in the area. The Board would keep an eye on the area.

BUTCHER'S BLOCK - An email was received from the business owner stating a permit from the County had been issued. Engineer Cristy and Clerk Hirshey stated neither had received a copy of the county permit.

101 Village Landing – The Gambino's Restaurant was almost open. Curbing was placed per revised plan. A temporary Certificate of Occupancy had been issued.

CARWASH AT 5958 N MAIN STREET ROAD – Plans for the carwash had been received. Engineer Cristy had sent back his comments to the developer, but had not seen MODoT comments on the driveway. Comments included access to church and drainage. The comments from the Building Inspector and CJ Fire Chief were shared with the Trustees.

ATTORNEY'S REPORT

Attorney Snyder presented information he gathered from the internet regarding **sign brightness**. He also provided proposed changes to the Code that included definitions and **lux measurements**. The Trustees discussed requiring owners of digital outdoor advertising structures to provide written certification from the sign manufacturer that the light intensity had been factory pre-set not to exceed the above limits and the intensity level was protected from end user manipulation by password protected software or other means accepted by the Village. Trustee Bryant suggested adding to the Code the requirement for sign owners to provide certification. Engineer Cristy suggested they could add language about temporary, portable, and permanent signage. Chairman Myers asked if the information should be sent to sign companies such as Sign Designs to make sure the requirements would be doable. Attorney Snyder said he would prepare a council bill for next month; the Trustees may want to address other issues as well.

Attorney Snyder had drafted a letter to the Missouri Department of Transportation regarding **access to the Iron Horse Development property off Highway 171**. Developer Tim Austin emailed Attorney Snyder asking him to encourage the Trustees to reach out to the powers that be to assist in gaining access to his property, hopefully by a traffic light. Mr. Austin pointed out his development would bring jobs to the area but was also concerned about public safety. MODoT's proposed conceptual plan conflicted with community needs for walkability and mobility. Highway 171 bisected the community and created a safety hazard due to traffic not being sufficiently slowed and the ability of local pedestrians to cross the highway are not only limited but discouraged. Attorney Snyder's letter would point out the following: the Board of Trustees issued a resolution hinged on access to Highway 171 for the blighted area; the roundabout was not practical and would negatively affect the property owners on the north side of Highway 171; and the Trustees highly favored development of the area. Chairman Myers questioned the use of the word blighted. Attorney Snyder agreed to remove the word blighted.

Attorney Snyder discussed the **Zoning Commission** meeting on Wednesday, April 26, 2023. Harold Coffman requested to rezone his property on the north side of Northeast Street from A-1, Agricultural, to R-1, Single Family Resident, for the purpose of building a house. The Zoning Commission recommended to rezone the property to R-1. Attorney Snyder prepared a council bill for Board approval. Another council bill was prepared to contract with Eddie Kreighbaum to review building plans for commercial properties for \$250.00 per set. Mr. Kreighbaum had agreed to perform the inspections on commercial properties for \$50.00 per inspection. Attorney Snyder agreed to amend the contract to add the cost of inspections and bring it back for the May meeting. The Zoning Commission reviewed sign permit applications for the Subway Restaurant at 6019 N. Main Street Road and Big Charlie's Fireworks tent, site not yet determined. Zoning recommended approval of the Subway signs but recommended to deny the Big Charlies' sign due the sign not meeting Code requirements. The Zoning Commission reviewed the **updated Comprehensive Plan** with Harry S. Truman Coordinating Council Executive Director Carrie Campbell. Ms. Campbell presented a draft version of the plan; there were many comments made and many suggestions for edits to the draft. Engineer Cristy and Clerk Hirshey would need to finish edits to Airport Drive's Zoning maps as well.

COUNCIL BILLS

Council Bill 12-23, a council bill **to amend the zoning Code of the Village from District A-1, Agricultural to District R-1, Single Family Residential District for property owned by Harold Coffman, on the north side of Northeast Street, east of Highway 43**, was discussed. Trustee Rains motioned to have the first reading of Council Bill 12-23 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; yea. Attorney Snyder read Council Bill 12-23 by title only. Trustee Rains motioned to approve the first reading of Council Bill 12-23 by title only and have the second reading of Council Bill 12-23 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, James; yea. Attorney Snyder read Council 12-23 by title only. Trustee Rains motioned to approve the second and final reading of Council Bill 12-23 by title only and adopt Ordinance 12-23. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; yea. Ordinance 12-23 was adopted.

Council Bill 13-23, a council bill **approving a contract by and between the Village of Airport Drive and Eddie Kreighbaum for Commercial and Industrial Plan review and inspections in Airport Drive and authorizing the Chairman of the Board of Trustees to execute said contract by and on behalf of the Village of Airport Drive**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 13-23 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; abstained, Bryant; yea, Charbonneau; yea, Paul; yea. Attorney Snyder read Council Bill 13-23 by title only. Trustee Bryant motioned to approve the first reading of Council Bill 13-23 by title only and have the second reading of Council Bill 13-23 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; abstained, Bryant; yea, Charbonneau; yea, James; yea. Attorney Snyder read Council 13-23 by title only. Trustee Bryant motioned to approve the second and final reading of Council Bill 13-23 by title only and adopt Ordinance 13-23. Trustee Charbonneau seconded the motion. Myers; yea, Rains; abstained, Bryant; yea, Charbonneau; yea, Paul; yea. Ordinance 13-23 was adopted.

OTHER BUSINESS

Two sign permit applications from CDL Electric Company for the **Subway Restaurant at 6019 North Main Street Road** were discussed. The Zoning Commission had recommended to approve the signs on April 26, 2023. Trustee Rains motioned to approve the two sign permit applications for signage on the front of the store and on the community road sign. Trustee Bryant seconded the motion. Motion passed unanimously.

A picture of **sign** advertising fireworks sales for **Big Charlie's Fireworks** was discussed. The overall size of the sign was 160 square feet. The Zoning Commission had reviewed the picture and recommended to deny the sign. Trustee Rains motioned to deny Big Charlie's Fireworks a sign permit due to con-conformance to the Code for signage. Trustee Bryant seconded the motion. Motion passed unanimously.

The proposed **car wash at 5958 N. Main Street Road** was discussed. Debie Heckart asked why the plans did not have to go before the Zoning Commission? Attorney Snyder stated the property was zoned C-2 and according to the Code, commercial projects on properties zoned C-1, Neighborhood Commercial District, and C-2, General Commercial District, were not required to be reviewed by the Zoning Commission. If the Board wanted projects on C-1 and C-2 zoned properties to go before the Zoning Commission, they will need to amend the Code. Engineer Cristy had already recommended adding items to the requirements for C-2, such as fencing and driveway guidelines. Trustee Charbonneau agreed the Zoning Commission should study the C-2 requirements to lead to a more cohesive path and to help eliminate unaddressed questions. Attorney Snyder stated any changes would have to be studied by the Zoning Commission and approved by the Board of Trustees.

Marvin Heckart said the **driveway grates** in the entrance to the south parking lots were falling out. They were bent to the point of not staying in place. Engineer Cristy said he would measure the grates and try to find heavier duty grates. The Heckarts and Engineer Cristy discussed water issues in the storm water ditch east of Elm Street and to the south.

Resident Debbie Bryant shared a **verbal complaint** about **5740 N. Main Street Road**. Contractors lived in the house and had a great deal of construction supplies and tools outside. Mrs. Bryant stated the property looked terrible. Deputy Clerk Clark gave Mrs. Bryant a Complaint Form.

Clerk Hirshey asked the Board about new tenants at the Wakefield property at 5849 Joplin Street. Attorney Snyder suggested requesting a copy of the lease agreement.

CLERK'S REPORT

The Zoning Commission met on Wednesday, April 26, 2023 to discuss the following items: a rezoning request for property on Northeast Street for Harold Coffman, Zoning recommended to approve; two new signs for Subway at 6019 N. Main Street Road, Zoning recommended to approve; a 160 square foot sign for Big Charlie's Fireworks, Zoning recommended to deny; and the update of the Comprehensive Plan for Airport Drive.

Property owner Dale Janssen stopped by the office on Tuesday, April 18th to inform Airport Drive that he would be building a fence on his property. The road to the Fountain Road Lift Station would be inside the fence. Attorney Snyder stated Mr. Janssen could not impede the Village's use of the easement. The Board instructed Clerk Hirshey to ask the Jasper County Deputies to talk to the Thomas's about keeping their personal property off Mr. Janssen's property.

The April 2023 Newsletter was emailed to residents on April 21, 2023 and mailed out on April 24, 2023.

The 2023 Spring Clean Up was scheduled for April 29, 2023.

Dave Soper, Optic Communications, called the office on April 17, 2023. Mr. Soper stated Airport Drive was on Optic Communication's "radar". They estimate it would take three years to install the services in Carl Junction. If Airport Drive was interested in working with Optic Communications, they may ask for a letter of support from Airport Drive to build into the Village. Optic Communications was only able to install infrastructure in Carl Junction with the help of grant money. Mr. Soper appreciated that Airport Drive was set up in government systems to receive grant funds (from the American Rescue Plan Act funding). The conversation was all positive, but they would not be ready to take on another city for approximately three years.

Gambino's Pizza was open with drive through service only on Saturday, April 22nd to sell a limited menu, pepperoni, or beef pizzas, during the City-Wide Rummage Sales. Owner Lance Adams reported they ran out of pizzas by 12:30 pm. The soft opening would be Saturday, April 29th. They planned to open to the public on May 2, 2023.

A letter was mailed to all Tabor Woods and White Oak residents on March 30th, asking everyone to keep their pets on their properties. A copy of the letter was provided to the Trustees.

After a conference call with Lisa Perry, Jasper County Assessor, and Alex Stark, District Manager for Eagleview, Airport Drive would not be able to insert our information into Beacon and be visible to everyone. We processed the payment for the Beacon subscription but not Eagleview services.

Eddie and Carlene Johnson had their travel trailer removed from 25153 Marion Avenue on Monday, April 10, 2023.

Residents Denise Winans and Sarinda Dudley were willing to serve on the Zoning Commission. Clerk Hirshey spoke with Residents Howard House and Ron Vorse about the Board of Adjustment. Mr. House was unavailable, Mr. Vorse agreed to serve.

Clerk Hirshey requested a vacation day on May 12, 2023. Deputy Clerk Sharon Clark requested vacation days for Tuesday, May 16th to Friday, May 19, 2023. Trustee Rains motioned to approve vacation days for Clerk Hirshey on May 12, 2023 and Deputy Clerk Clark on May 16th, 17th, 18th, and 19th. Trustee Charbonneau seconded the motion. Motion passed unanimously.

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

REMINDERS

The office would be closed Monday, May 29, 2023 in observance of Memorial Day.

The next Board of Trustees Work Sessions and Regular Meetings were scheduled for Thursday, May 25, 2023, at 6:30 pm and 7:00 pm respectively.

CLOSED SESSION

Notice was given that the Board of Trustees as authorized by 610.021(1) Legal actions, causes of action, or litigation and 610.021 (2) Leasing, purchase, or sale of real estate by a public government body, would conduct a Closed Session to discuss Legal and/or property matters. Trustee Bryant motioned to enter Closed Session. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; aye, Charbonneau; yea, Paul; yea. The Board went into Closed session at 8:53 p.m.

The meeting reconvened in Open Session at 9:20 p.m.

ADJOURNMENT

With no other business to come before the Board, Trustee Rains motioned to adjourn the meeting. Trustee Bryant seconded the motion. Motion passed unanimously. Meeting adjourned at 9:22 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC-C
Village Clerk