

## 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, July 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, Claren Holmes, and Denise Winans. 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, Carolyn Longerot, Rose Paul, Jamie Myers, and Kristi Payton. 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 June 27, 2024, having been previously provided to the Trustees, were discussed. Trustee Winans 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 July 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, and Certificates of Deposits for Airport Drive. Trustee Winans motioned to approve the Treasurer's Report and to pay the bills. Trustee Holmes seconded the motion. Motion passed unanimously.

### PETITIONS, REQUESTS, AND COMPLAINTS

**Jonathan Bravo** appeared before the Board to request **lot splits on Lots #33 and #34 of Staples Midway Subdivision**. Mr. Bravo presented surveyed drawings of the properties, dividing the two properties each in half, from the north edges to the south edges. He planned to build his home on one of the lots. Attorney Snyder said this would not be a small subdivision, each lot was only split once. Engineer Cristy pointed out currently the only manhole for the sewer system sat on the west side of the property line between the two lots, on the north end of the properties. The two current lots would both have access to the sewer line. If the lots were split, the two outer lots would no longer have access. There would need to be sewer line extensions to service the outer lots. Locations of other utilities; water, gas, electric, telephone and internet; were unknown. Engineer Cristy said the area didn't drain well, water would be directed north, and more lots would mean less drainage. He would need to see plans for water drainage. Driveways would need oversize culverts. Mr. Bravo understood Engineer Cristy's concerns, he would have his builder look into it. Chairman Myers stated the Board was trying to avoid surprises later. Trustee Holmes asked which lot Mr. Bravo planned to build his home on. Mr. Bravo said one of the middle lots, but he was not sure yet. Engineer Cristy advised the Trustees that Airport Drive would need easements across the middle lots for sewer easement, and to set a timeline for a sewer main extension construction. Attorney Snyder stated the Board's approval should be conditioned with Engineer Cristy's recommendations for easements for sewer, water, and electric services. The Board would need to decide who should pay for the sewer line extension. The depth of the manhole would need to be determined by the surveyor. Attorney Snyder cautioned the Board to not approve the lot split request without plans showing use

of the property. Trustee Winans asked about the ditch behind her property for water drainage. She already had water standing in her yard. Would these houses make it worse? Engineer Cristy said he did not know yet where the water would flow. The area was flat, he did not know if it would make the water situation worse for Trustee Winan's property. Trustee Holmes asked if the lot split wasn't approved, could Mr. Bravo still build on the existing lots. Engineer Cristy said it was hypothetically possible. Mr. Bravo said he would be happy to work with the Village on the easements. Chairman Myers asked Mr. Bravo if all four houses would be built at once. Mr. Bravo said he would not. Trustee Bryant motioned the Board should not approve anything without additional surveys showing plans for structures and where utilities were located on the property. Mr. Bravo remarked in the past he would receive approval of lot splits and then locate utilities. Attorney Snyder said Airport Drive would need to know the location of the utilities and how the connections would be made. Engineer Cristy added, subdivision plans would show all utilities and their connections. Attorney Snyder restated Trustee Bryant's motion and added to require more defined plans and a time schedule; the request for the lot split would be deferred. Trustee Winans seconded the motion. Motion passed unanimously.

**Luke Gibson, the real estate agent for Mighty Main Street, Smartlock Self Storage Facility,** appeared before the Board to discuss the north building at 5171 North Main Street Road. The property had been rezoned to I-1, Restricted Light Industrial, for the storage facility. Watered Gardens hoped to operate a thrift store in the 5,000 square foot detached building to the north. Engineer Cristy recalled a shortage of parking spaces was discussed during the rezoning meetings. Attorney Snyder stated any alterations to the property, building or parking lot, would need to be reviewed and approved by the Zoning Commission and the Board of Trustees. Attorney Snyder did not think the use could be approved by a Special Use Permit; properties zoned I-1 do not have uses permitted by review. Zoning could discuss if this use was more or less intrusive than I-1 uses. Chairman Myers said the Board needed to look at the approved parking plans; and what spaces could be provided by Habitat for Humanity offices and Restore. Attorney Snyder advised if the retail store parking area did not have enough parking spaces to meet Code requirements they could go before the Board of Adjustment to request a variance. He warned that a variance is not easy to get. Engineer Cristy suggested contacting the Carl Junction Fire Protection District Chief Joe Perkins about the fire lane and whether the building would require a sprinkler system. Attorney Snyder suggested they know how much area of the building would be warehouse and how much would be retail.

### **ENGINEER'S REPORT**

Engineer Cristy discussed the increasing amount of **water** the **Let's Go Carwash at 5958 North Main Street Road** was using. During the Trustees meeting prior to plan approval, the owners of the carwash estimated the water use would be 10,000 gallons per day, 300,000 gallons per month. Missouri American Water Company reported water usage of 729,000 gallons of water in June and 849,100 gallons in July. The grass areas of the property were being irrigated through the same water meter; it was unknown how much water was being used. The Board instructed Clerk Hirshey to contact the carwash owners to discuss the amount of water being used. The carwash should have a system to reclaim and reuse some of the water. Clerk Hirshey was instructed to ask the carwash owners to confirm that the system was working properly.

The new **contract for sewer services** with the **City of Carl Junction** was discussed. The new contract added additional requirements and testing. Engineer Cristy was still researching how to meet the requirements. The City of Carl Junction was also still reviewing the contract. Attorney

Snyder and Engineer Cristy advised the Trustees to take time to research the requirements and best options.

Engineer Cristy discussed the water inlets at the Washmaster Carwash at 5885 North Main Street Road. The inlets had been covered so water could not enter the Airport Drive's sewer system.

### **ATTORNEY REPORT**

Attorney Snyder discussed the **rezoning** approved in **August of 2022** for properties at **5356 North Main Street Road**. Section 405.070 stated if rezoning of property was granted by the Zoning Commission and the Board of Trustees and the owner failed to use the land or buildings to conform to the new zoning district purposes within six months of the rezoning, the lawful use of the land and building would return to the original zoning. Attorney Snyder asked the Board if they wanted him to start the process to change the zoning back. The property owner would need to be notified of the change, just as they were notified of the original Zoning Meeting. Trustee Bryant motioned to start the process to revert the zoning classifications back to their original A-1, Agricultural. Trustee Winans seconded the motion. Motion passed unanimously.

### **COUNCIL BILLS AND RESOLUTIONS**

Council Bill 10-24, a council bill **amending Article II of Chapter 135, Procurement, Conflict of Interest**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 10-24 by title only. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 10-24 by title only. Trustee Bryant motioned to accept the first reading of Council Bill 10-24 by title only and have the second reading of Council Bill 10-24 by title only. Trustee Bryant seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 10-24 by title only. Trustee Bryant motioned to accept the second and final reading of Council Bill 10-24 by title only, and to adopt Ordinance 10-24. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Ordinance 10-24 was adopted.

Council Bill 11-24, a council bill **amending Title III, Traffic Code, Chapter 340, Miscellaneous Driving Rules, to add a new Section 340.240, Prohibition on Engine Compression Braking without proper muffling**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 11-24 by title only. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 11-24 by title only. Trustee Holmes motioned to accept the first reading of Council Bill 11-24 by title only and have the second reading of Council Bill 11-24 by title only. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 11-24 by title only. Trustee Bryant motioned to accept the second and final reading of Council Bill 11-24 by title only, and to adopt Ordinance 11-24. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Ordinance 11-24 was adopted.

Council Bill 12-24, a council bill **amending Title IV Land Use, Chapter 405 Zoning Regulations, Article IV Advertising and Signs, to repeal and replace Section 405.550, Exemptions**, was discussed. Attorney Snyder advised that this section dealt with exemptions to signage requirements, political signs would be in parity to other signs. Trustee Bryant motioned to have the first reading of Council Bill 12-24 by title only. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 12-24 by title only. Trustee Bryant motioned to accept the first reading of Council Bill 12-24 by title only and have the second reading of Council Bill 12-24 by title only. Trustee Winans seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Attorney Snyder read Council Bill 12-24 by title only. Trustee Bryant motioned to accept the second and final reading of Council Bill 12-24 by title only, and to adopt Ordinance 12-24. Trustee Holmes seconded the motion. Myers; aye, Bryant; aye, Holmes; aye, Winans; aye. Ordinance 12-24 was adopted.

### **OTHER BUSINESS**

**Land Innovations** submitted a quote to add base rock to the **Gum Road Lift Station** ground, spread and compact the base rock, and seed and straw all the disturbed areas for **\$2,770.00**. They estimated the work would take two days. Trustee Bryant motioned to accept Land Innovations quote to add rock to the Gum Road Lift Station for \$2,770.00. Trustee Winans seconded the motion. Motion passed unanimously.

**Enviroline Co., Inc.**, submitted a proposal for a **new flow meter** at the **Highway 171** station. Engineer Cristy said this flow meter could send information and readings to him or anyone else. This would let Engineer Cristy know about problems much sooner than the existing meter, we received readings from Carl Junction after the first of the next month. Enviroline's proposal included one Pulsar OCF 6.1 Ultrasonic Flowmeter, the mounting stand, Signal Fire Ranger RTU with One Year Data Plan, and a 16 x 16 x 6-inch Carbon Steel Enclosure with padlock. The price given was **\$8,841.00**, this did not include freight, installation, or startup. Trustee Bryant motioned to accept Enviroline's proposal in the amount of \$8,841.00. Trustee Winans seconded the motion. Motion passed unanimously.

Engineer Cristy preferred that Chad Copher, **Waste H2O Solutions, install the new flow meter**. Mr. Copher would be performing the maintenance on the flow meter after installation. Mr. Copher's quote of **\$1,235.00** included labor, wire and fasteners for installation of all other equipment, and to install the setup and start the new flowmeter. Trustee Bryant motioned to accept Waster H2O Solution's quote in the amount of \$1,235.00. Trustee Holmes seconded the motion. Motion passed unanimously.

Clerk Hirshey asked the Board to review Section 215.110, Weeds, of the Code of Ordinances. Changes had taken place over time and Section 215.110 needed to be updated. Chairman Terry Myers asked Attorney Snyder to prepare a council bill for the August 22<sup>nd</sup> Board of Trustees meeting that mirrored requirements of the State of Missouri Statutes.

Chairman Myers stated he would like to ask the Zoning Commission to review Code requirements and possibly add requirements to add green spaces and buffer zones in the Commerically zoned districts. He also mentioned requiring consistency in architectural appearances of new businesses. He questioned eliminating the General Commercial zoning district. Engineer Cristy said PD's, Planned Developments, can cost the builders more money, district C-2 lists what was allowed. PD's can leave details unknown. Attorney Snyder said any new building must be reviewed by the Zoning Commission and the Board of Trustees; Airport Drive could require buildings to be more

aesthetically pleasing. Planned Developments were more for developments and infrastructure, they did give more flexibility in the requirements. PD's could be added to all C-2 and C-3 districts. Chairman Myers asked that the Zoning Commission study these questions. Trustee Bryant motioned to have the Zoning Commission review requirements for green spaces, green buffers and exterior requirements. Trustee Winans seconded the motion. Motion passed unanimously.

Resident Debbie Bryant commented that the property at 5806 North Main Street Road, Fat & Happy's, was not being taken care of. The business had closed, and the property was for sale. There were trees and logs on the ground, the fence had been damaged by bad weather and not repaired properly. The Board asked Clerk Hirshey to send a letter to the owners.

### **CLERK'S REPORT**

Resident Jamie Myers offered to serve as an Alternate to the Zoning Commission if needed. Current Alternates were Scott Miller-Platt, Marvin Heckart, Chuck Altman and Jack Huffman. The Board instructed Clerk Hirshey to add Jamie Myers to the list of Alternates for the Zoning Commission.

Mowed Over mowers shattered the west picture window on the front of the building on Tuesday, July 23, 2024. His window guy, Four State Glass, came by the office today to measure the window. He said it would take approximately two weeks to receive the replacement window.

Blue Valley Public Safety tested the storm sirens on July 18<sup>th</sup> and 19<sup>th</sup>. They checked the rotation of the sirens and the operation of all motors, chargers, sensors, and batteries. They checked the transformer voltage and completed a visual check of the installation, antenna system and electrical ground. The RX and TX frequencies were tested, and they upgraded the firmware. Both sirens checked fine.

The property valuation list of Airport Drive properties for the 2025 payment had been shared with Carl Junction Fire Protection District for their review.

This month's payments to Liberty Utilities, Fiber and Electric, Marlin Leasing, Missouri American Water, Republic Services, Spire Gas, and Sumner One were made online. No additional fees were charged for any of the payments.

Deputy Clerk Clark successfully completed the online Excel Class. Deputy Clerk Clark thanked the Board for allowing her to take the classes.

Deputy Clerk Clark created a worksheet to add the additional four digits to residents' Zip Codes for Liberty Utilities. Liberty's new software added the City of Joplin's franchise fees to some Airport Drive resident's bills. The Clerks were working with Liberty Utilities to try to straighten out the error.

Brookline Cards offered discounts for Christmas cards if ordered before July 31<sup>st</sup>. Santa in an Airplane Christmas Cards were available. The approximate price was \$153.25 for 125 cards if ordered before July 31<sup>st</sup>. Trustee Bryant motioned to purchase the Santa in an Airplane Christmas Cards. Trustee Holmes seconded the motion. Motion passed unanimously.

Village Auditors Gene and Matt Mense were in the office Thursday, July 25<sup>th</sup> to begin the Six-Month Financial Statement. They were finished by 11:00 a.m., no problems found. Airport Drive needed

to submit a Pledge Agreement to Arvest Bank in order to receive statements of pledged collateral for Village deposits. The agreement was in the green folder to be signed by all Trustees.

No new news or updates had been received from Optic Communications regarding the speed tests taken by Village residents and businesses. Optic Communications needed to be able to prove Airport Drive was underserved by Mediacom.

Deputy Clerk Sharon Clark requested vacation days for August 23<sup>rd</sup> through August 31, 2024. Trustee Holmes motioned to approve Deputy Clerk Clark's vacation days as requested. Trustee Bryant seconded the motion. Motion passed unanimously.

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

### **REMINDERS**

The Municipal Building would be a polling location for the Primary Election on August 6, 2024.

The next Zoning Commission Meeting was scheduled for Tuesday, August 20, 2024.

The next Board of Trustees Work Session and Regular Meeting were scheduled for Thursday, August 22, 2024, at 6:30 pm and 7:00 pm respectively.

Resident Debbie Heckart asked who should notify Clerk Hirshey about Code Violations, trash, mowing, etc.? She informed the Board signs had blown from the Discount Smokes Liquor Store across Main Street from her property. Attorney Snyder instructed Clerk Hirshey to contact Deputy Henry to ask him to visit the Smoke Shop and inform them about the trash and ask them to clean it up. A tree blown over behind Casey's, a tree was down on the Minor's property, and Fat & Happy's back yard were discussed as areas requiring maintenance. Attorney Snyder explained the difference between law enforcement and code enforcement. He said the Village could hire a Code Enforcement Officer. Resident Marvin Heckart stated when Sgt. Roughton was hired, the residents were told she would handle Code Enforcement. Attorney Snyder stated anyone can inform the Village Office of possible Code Violations. Anyone can file a complaint. Every city has nuisance problems. Chairman Myers said Airport Drive is not a big community; get to know the Deputies; we need to work together to improve the community.

### **ADJOURNMENT**

With no other business to come before the Board, Trustee Holmes motioned to adjourn the meeting. Trustee Winans seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:53 p.m.

Respectfully Submitted,

*Sue Hirshey, MRCC-C*  
Village Clerk