

**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, August 23, 2018 at the Village Municipal Building.

Chairman James Paul called the Board of Trustees to order at 7:05 p.m. Members present were Terry Myers, David Bozung, Mark Rains and Reed Thompson. Village Clerk Sue Hirshey was present to take the minutes. Village Attorney Derek Snyder, Village Engineer Jerald Norton, Deputy Clerk Kristy Hoggatt, Sergeant Melissa Roughton and Jasper County Deputy Justin Henry were also present. All present 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 July 26, 2018 having been previously provided to the Trustees were discussed. Trustee Rains motioned to approve the minutes previously provided. Trustee Thompson seconded the motion. Motion passed unanimously.

TREASURER'S REPORT

Clerk Hirshey presented the Treasurers Report: Board was provided Balance Sheet by Fund, Cash Receipts Control Report, Check Register, Accounts Payable Control Report, Payroll Calculation Report, Current Statement of Revenues and Expenses, Recap of Sales Tax Year to Date, Open Building Permits in Process, Carl Junction Sewer Costs Worksheet and updated worksheet listing all Certificates of Deposits for Airport Drive. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Thompson seconded the motion. Motion passed unanimously.

PETITIONS AND REQUESTS

Street Commissioner Ray Bryant submitted his **list of trees requiring trimming for roadway clearance**. Reed Thompson motioned to hire **David Coss** trim the trees listed by Mr. Bryant. Trustee Bozung seconded the motion. Motion passed unanimously. Mr. Bryant reported inlet covers in Fountain Estates had been moved; he also noted large rocks in the road way on Bland west of Highway 43. Chairman Paul asked Marvin Heckart to remove the rocks from the road.

Rodger and Kathy Smith, property owners of 5154 N. Main Street Road, **5 Star Equipment**, planned to sell the south side of their lot which contained a warehouse to an established equipment rental business. A **Lot Split** would be required, but the proposed area had not been surveyed yet. Attorney Derek Snyder advised the Smiths to have the property surveyed; the property was zoned C-2 General Commercial; the stated use would require a Special Use Permit. Engineer Jerald Norton stated the Smiths should create a *shared access agreement* for the two lots; he would also need to review more detailed plans before recommending approval of the lot split.

The owner of **25217 Tabor Main Road**, Audrey Minor, had recently sold the northern end of their lot without having the **Lot Split** approved by the Board of Trustees. She kept 1.816 acres on the south end of the property with road access to Highway 171; the house and shop sat on 2.31 acres. Engineer Norton stated the lot size was fine, Tract 1 had enough right of way to build a road, and had access to sewer services. Attorney Snyder believed the Tract 2, the northern tract was approvable. Trustee Rains motioned to approve the Lot Split as drawn by Indian Creek Surveying, LLC. Trustee Thompson seconded the motion. Paul; aye, Myers; nay, Bozung; aye, Rains; aye, Thompson; aye. Motion approved.

PHASE 4 SANITARY SEWER EXTENSION

Residents Edwina Rains, Jack and Mary Huffman, Dan and Penny Kruse, and Donald Gurley attended the meeting to voice their objection to the proposed **sewer line extension** running down Pearl Avenue. Engineer Norton had mailed letters to 23 property owners requesting easements in order to construct a sewer line from Central Avenue north to Highway 171. This gravity flow line would eliminate the need for **Central Avenue Lift Station**. Property owners expressed their concerns regarding adding another sewer line to their properties. It would increase the amount of their property limited by utility easements. Edwina Rains listed DNR and EPA warnings and recommendations. The residents asked the Board to reconsider their decision, look at rehabilitating the Central Avenue Lift Station again. Engineer Norton detailed the costs for lift stations: replacing pumps, everyday maintenance costs, expected life span of a lift station. Trustee Paul stated he didn't think the Board would receive enough easements to go forward with the project. Trustee Thompson agreed and suggested looking again into rehabilitating the Central Avenue Lift Station. Engineer Norton said he would talk to Asbell Excavating, the low bidder for the project, to request that they extend their bid. Resident Donald Gurley asked if in the future, residents be invited to a special meeting with Engineer Norton to discuss plans in person rather than receiving a letter. The Board thanked the residents for their thoughts and attending the meeting.

STREET MAINTENANCE

Engineer Norton submitted **Change Order No. 1** for the **Gum Road Pavement Repairs**. The original contract bid amount was \$7045.00. Change Order No. 1 adjusted the contract amount for final construction quantities, increasing the price by \$2316.60. More area was cut out, more aggregate base and concrete were needed. Trustee Rains motioned to approve Change Order No. 1 to increase the price by \$2316.60, Trustee Myers seconded the motion. Motion was passed unanimously.

Engineer Norton informed the Board he had talked with Sandra Bravo, property owner of 24904 East Bland Avenue. He asked her for an easement to increase the width of the lanes at the **intersection of Bland and Elm Street**, to make more room for school buses and large vehicles going around that corner. Mrs. Bravo was not interested in granting an easement.

OTHER BUSINESS

Engineer Norton held a Bid Opening on Tuesday, August 21, 2018 at 10:00 a.m. at the Municipal Building to open bids for **Phase 2 of the Manhole Rehabilitation project**. The following bids were received:

Utility Solutions, LLC, Basehor, KS -	\$40,270.00
Southard Construction, Joplin, MO -	\$67,632.00
Waterproof Solutions, Fenton, MO -	\$72,000.00
Polston Construction, Lamar, MO -	\$73,260.00
Goins Enterprises, Joplin, MO -	\$95,900.00

Trustee Rains motioned to accept the bid from Utility Solutions, LLC in the amount of \$40,270.00. Trustee Thompson seconded the motion. Motion passed unanimously.

ATTORNEY REPORT

Attorney Derek Snyder reported on court for the month. The ticket for the property at 6650 N. Main Street was resolved.

A certified letter sent to the property owner of **5849 Joplin Street** was returned unclaimed. Mr. Snyder shared other methods of notifying property owners for **code violations**. As of August 28, 2018 Prevailing Wage would not apply to projects valued under \$75,000.00. Trustee Rains made a motion to hold a **Public Hearing** on October 25, 2018 for the property at 5849 Joplin Street. Building Inspector Greg Coats submitted a list of code violations for the property at the May 24, 2018 Board of Trustees Meeting. All attempts to contact the property owner, Norma Huffstatler, had failed. Attorney Snyder informed the Board publication in a newspaper of the violations for four consecutive weeks would fulfill the notification requirements, a hearing could be set for 10 days later. An Administrative Search Warrant could then be issued to enter the property for a full evaluation. The property was last mowed on July 1, 2018 by Marvin and Debie Heckart, for which they still had not be paid for. Trustee Rains motioned to pay the Heckarts \$150.00 for past mowing and to mow the property once more. Trustee Bozung seconded the motion. Attorney Snyder cautioned the Board against incurring expenses prior to a Special Tax Bill. Trustee Rains motioned to reconsider his previous motion. Trustee Thompson seconded the motion. Motion passed unanimously. The Board instructed Clerk Hirshey to have the Building Inspector's report ready for the September 27, 2018 meeting.

OTHER BUSINESS

Utility Service Partners, aka **Service Line Warranties of America**, submitted samples of material to be mailed to residents regarding their **water line warranty program**. Trustee Bozung noticed they did not mention the interior plumbing option. He instructed Clerk Hirshey to contact the company to ask about that and if a price break was available for purchasing multiple options.

Amanda Lansford from Guaranty Bank offered interest rates for a Money Market Account for interest paid by Commerce Bank from the Certificates of Deposits. Rates were also received from Southwest Missouri Bank and Community Bank and Trust. The Trustees instructed Clerk Hirshey to prepare a **Bank Bid packet** to send out for the September meeting.

Deputy Clerk Kristy Hoggatt had created a **new website** for Airport Drive using the Weebly website hosting app. The new website would be easier to navigate and offer more options to share information. The cost would be \$120.00 for two years, which included connecting the domain, free SSL security, unlimited storage, and advanced site stats. Trustee Thompson motioned to purchase the two year starter package option. Trustee Bozung seconded the motion. Motion passed unanimously.

Options for **Christmas Cards for 2018** were presented to the Board. Trustee Thompson motioned to purchase 100 Christmas Cards in the amount of \$180.00 plus postage to be sent to the businesses in and service providers for Airport Drive. Trustee Rains seconded the motion. Motion passed unanimously.

CLERK'S REPORT

The Notice of Election for the **November 6, 2018** election was filed with the Jasper County Clerk's Office on August 10, 2018. The **ballot** will ask residents to vote on Proposition A, to not hold an election if the number of candidates equals the number of open positions.

Realtor Gil Stevens picked up an application for the **Zoning Commission** for property at the south east corner of **Fir Road and Lone Elm Avenue**, to rezone to Commercial.

Working with Dennis Lyons and Account Manager, Justin Steinbugl, from **Utility Service Program**, to set up the account for the sewer and water line insurance program for residents. They received our letterhead and a list on licensed contractors. I'm was working to update on our property owners information list to create a contact list.

Chairman Jim Paul and Trustee David Bozung cashed out CD # 1010826 at Guaranty Bank and purchased **CD 108041704 at Commerce Bank** in the amount of \$211,904.90.

Would the Board approve getting a **credit card** for Marvin and Debie **Heckart** to purchase items for maintenance projects for Airport Drive? The Board instructed Clerk Hirshey to contact Southwest Missouri Bank and request an additional credit card in Marvin Heckart's name to pay for Airport Drive expenses.

The Community Blood Center of the Ozarks held a **blood drive** in the south parking lot of the Municipal Building on Wednesday, August 15, 2018. Seven people donated blood.

We received a request from Joel Frieders, an alderman from Yorkville, Illinois to read a proclamation during our September 2018 meeting in support of **National Suicide Prevention Awareness Month**. A sample proclamation was offered. Trustee Thompson motioned to read the proclamation during the September 27th Board of Trustees meeting. Trustee Bozung seconded the motion. Motion passed unanimously.

REMINDERS

The Office will be closed Monday, September 3, 2018 in observance of Labor Day.

Sgt. Roughton will be on vacation September 3rd until Monday, September 10, 2018.

Clerk Hirshey to attend the MML Conference and MOCCFOA Classes in Branson from Sunday, September 16th thru Tuesday, September 18, 2018. Deputy Clerk Hoggatt will keep the office open regular business hours.

The next Board of Trustee Work Session and Regular Meetings were scheduled for September 27, 2018, at 6:30 p.m. and 7:00 p.m. respectively.

The Chairman's Signature was required on documents in Green Folder. Items in Gray Folder were provided to review for possible discussion.

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 9:14 p.m.

Respectfully Submitted,

Sue Hirshey
Village Clerk

August 23, 2018