

## 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, August 25, 2022, 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. Members present were Mark Rains, Ray Bryant, and Kara Charbonneau. Village Clerk Sue Hirshey was present to take the minutes. Also present were Village Attorney Derek Snyder, Engineer Clayton Cristy, and Jasper County Sheriff's Officers Sergeant Thomas Crossley and Deputy Justin Henry. Residents James Paul, Marvin and Debie Heckart, Edwina Rains, Debbie Bryant, Travis Bolin, and Joe Ristau; and business owner Brandon Hunter were in the audience. 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 July 28, 2022, having been previously provided to the Trustees, were discussed. Trustee Bryant motioned to approve the minutes previously provided. Trustee Rains seconded the motion. Motion passed unanimously.

### RESIGNATION AND INSTALLATION OF OFFICER

Attorney Snyder discussed the letters from **Reed Thompson** and **James Paul**. As of August 5, 2022, Reed Thompson was no longer a resident of the Village of Airport Drive and resigned his position as Trustee of the Village of Airport Drive. Resident James Paul submitted a letter dated August 8, 2022, stating he was willing to serve as a Trustee until the next election on April 4, 2023.

Trustee Bryant motioned to accept Reed Thompson's resignation from the Board of Trustees. Trustee Rains seconded the motion. Motion passed unanimously.

Trustee Bryant motioned to appoint James Paul to serve in the seat vacated by Reed Thompson. Trustee Rains seconded the motion. Motion passed unanimously.

Village Clerk, Sue Hirshey, administered the Oath of Office to newly appointed Trustee **James Paul**. Signature cards and bank accounts at Southwest Missouri Bank and Guaranty Bank would need to remove Reed Thompson's name from all accounts and add James Paul's name as a signer for all accounts and safety deposit boxes.

Signature Cards for the checking account, certificates of deposits and the safety deposit box at **Southwest Missouri Bank** would need to be updated. Trustees Terrance Myers, Mark A. Rains, Raymond E. Bryant, Kara Charbonneau and James M. Paul were approved signers on all accounts at Southwest Missouri Bank. Two signatures would be required for all transactions, except deposits. Because he was no longer a Trustee, Reed Thompson's name was to be removed from all accounts, Certificates of Deposits and the safety deposit box at Southwest Missouri Bank.

Signature Cards for the Certificates of Deposits at **Guaranty Bank** would need to be updated. Trustees Terrance Myers, Mark A. Rains, Raymond E. Bryant, Kara Charbonneau and James M. Paul were approved signers on all accounts at Guaranty Bank. Two signatures would be required for all transactions, except deposits. Because he was no longer a Trustee, Reed Thompson's name was to be removed from all Certificates of Deposits at Guaranty Bank.

## **TREASURER'S REPORT**

Clerk Hirshey presented the Treasurer's Report for August 2022. 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. Trustee Bryant motioned to approve the Treasurer's Report and to pay the bills. Trustee Charbonneau seconded the motion. Motion passed unanimously.

## **PETITIONS, REQUESTS, AND COMPLAINTS**

**Kyle and Kylin Smith** appeared before the Board regarding a request to rezone two parcels of land at 5356 N. Main Street Road. The Zoning Commission and Board of Trustees had approved the requests to rezone. Legal descriptions showing the first two hundred feet of the properties were to remain zoned C-2 General Commercial were needed for the council bills. Council Bills had been prepared and would be discussed later in the meeting.

Business owner Brandon Hunter and property owner Joe Ristau appeared before the Board regarding approval of plans **to increase the size of the parking area at 5701 North Main Street Road** for an equipment rental business, **Land Innovations**. Plans had been reviewed by the Zoning Commission on August 23<sup>rd</sup>. The Zoning Commission recommended approval of the plans presented. Engineer Clayton Cristy stated any other improvements such as fencing, additional signage, and/or any other changes would have to be approved by the Zoning Commission and the Board of Trustees. A Building Permit would need to be issued for the work as well. Trustee Rains motioned to approve the plans as presented. Trustee Bryant seconded the motion. Motion passed unanimously.

A **Sign Permit** application for **5065 North Main Street Road** for **Journey Towards Hope Counseling** was discussed. The Zoning Commission reviewed and recommended to approve the sign permit application as presented from **Travis Bolin** on August 23, 2022. All Seasons Signs would install the sign on the front of the building in the same area as the Curiosity Corner sign was located. Trustee Rains motioned to approve the sign as presented for Journey Towards Hope Counseling. Trustee Charbonneau seconded the motion. Motion passed unanimously.

A **Sign Permit** application for **6047 North Main Street Road** for **Fons Vitae, Inc.**, a water filtration company, was discussed. The Zoning Commission reviewed and recommended to approve the sign permit application as presented from **Kriss Williams, Jr.**, on August 23, 2022. Sign Designs Company would install the sign on the fascia of the Stone's Corner Plaza building. Trustee Rains motioned to approve the sign as presented for the water store at 6047 N. Main Street Road. Trustee Charbonneau seconded the motion. Motion passed unanimously.

The **temporary Certificate of Occupancy at 499 West Fountain Road would expire August 25, 2022**. Beverly Boatwright, owner of the SCP Agency, appeared before the Board to discuss plans for the building and property. She would not continue with plans to connect to the sewer system and add additional restrooms to the building. ADA plans for handicapped parking place were discussed. Mrs. Boatwright would continue to work to meet ADA requirements for parking spaces and the entrance. The septic system would take longer to work out. Trustee Rains suggested extending the temporary certificate of occupancy for six months. Attorney Snyder suggested a shorter period, allowing Mrs. Boatwright to submit documents to the Board showing the progress of the project. Trustee Rains motioned to extend the Temporary Certificate of Occupancy for 90 days. Trustee Bryant seconded the motion. Motion passed unanimously.

**Chandra and Mark Daye, 6465 North Main Street Road**, attended the meeting to discuss options to operate a **doggy daycare** on their property. They hoped to also offer boarding and grooming. Trustee Rains asked how many animals they planned to board. They did not know. Attorney Snyder stated the front of their property was R-1, single family residential. The west side of the property was A-1, Agricultural. The Code did allow dog kennels on property zoned Agricultural as a use permitted on review by the Board of Adjustment. The Dayes would need to receive a Special Use Permit to operate the business.

**Lance Adams** addressed the Trustees to apprise them of his plans for **101 Village Landing**. He had secured a franchise agreement with **Gambino's Pizza**. Updated Civil Plans were submitted for review, and he was ready to break ground. The roadway off Fir Road would remain private. Robert Cummings, the previous property owner, and current owner of the surrounding property was offering his full support of the project. Liberty Utilities offered a new dedicated utility easement. The Board of Trustees would have to allow their line to cross another property. The Water District needed approval of the Trustees of the plans. Engineer Cristy stated the shortened access road addressed a lot of things; he asked about CJ Fire District's opinion of the plans. Mr. Adams stated the Fire District and buses would be able to circle the building. Engineer Cristy said Robert Cummings needed to sign off on all the utility easements; the water line was not ideal, but okay if the Water District signs off on it. Trustee Rains motioned to approve Gambino's Pizza Site plans, still needing to approve architectural plans conditioned on work being approved by the Building Inspector, Fire Chief, Engineer Cristy, and Jasper County Water. Attorney Snyder stated easements from the utilities were still needed. He continued that the property was in a planned development, the Board needed to be sure plans conform to the planned development plans. The first motion failed for lack of a second.

Trustee Rains motioned to approve Gambino's Pizza preliminary building plans, conditioned on the plans being approved by the Building Inspector, the Carl Junction Fire Chief, Engineer Cristy and the Jasper County Public Supply Water District #1, and receipt of required easements brought back to the Board in September. Trustee Paul seconded the motion. Motion passed unanimously.

Jason Teeter had requested to speak to the Board of Trustees about repainting the train bridge over Fir Road. The train bridge was painted each year by current high school seniors, painting the "year" on the bridge. The graffiti was unsightly. Mr. Teeter did not attend the meeting. Attorney Snyder stated no approval could be given by the Trustees. The railroad had total authority over the bridge.

### **ENGINEER'S REPORT (continued from Work Session)**

The **pumps** in the **Gum Road Lift Station** were discussed. G&G quoted \$6,200.00 to install the new pumps in the lift station. The Board wanted to wait on Carl Junction Public Works to install the pumps.

### **COUNCIL BILLS**

Council Bill **16-22**, a council bill amending the zoning code from **A-1**, Agricultural to district **I-1**, Restricted Light Industrial District, for property currently known as **the north parcel of 5356 North Main Street Road** in the Village of Airport Drive, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 16-22 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; yea. Attorney Snyder read Council Bill 16-22 by title only. Trustee Bryant motioned to approve the first reading of Council Bill 16-22 by title only and have the second reading of Council Bill 16-22 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 16-22 by title only. Trustee Bryant motioned to

approve the second and final reading of Council Bill 16-22 by title only and adopt Ordinance 16-22. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; aye. Ordinance 16-22 was adopted.

Council Bill **17-22**, a council bill amending the zoning code from **A-1**, Agricultural to district **R-3**, Multiple-Family Residential District, for property currently known as the **south parcel of 5356 North Main Street Road** in the Village of Airport Drive, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 17-22 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; yea. Attorney Snyder read Council Bill 17-22 by title only. Trustee Bryant motioned to approve the first reading of Council Bill 17-22 by title only and have the second reading of Council Bill 17-22 by title only. Trustee Charbonneau seconded the motion. Myers; yea, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 17-22 by title only. Trustee Bryant motioned to approve the second and final reading of Council Bill 17-22 by title only and adopt Ordinance 17-22. Trustee Charbonneau seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; aye. Ordinance 17-22 was adopted.

Council Bill **18-22**, a council bill establishing the **salary for the position of Deputy Clerk** in the Village of Airport Drive, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 18-22 by title only. Trustee Rains seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; yea. Attorney Snyder read Council Bill 18-22 by title only. Trustee Charbonneau motioned to approve the first reading of Council Bill 18-22 by title only and have the second reading of Council Bill 18-22 by title only. Trustee Bryant seconded the motion. Myers; yea, Rains; aye, Bryant; aye, Charbonneau; aye, Paul; aye. Attorney Snyder read Council Bill 18-22 by title only. Trustee Charbonneau motioned to approve the second and final reading of Council Bill 18-22 by title only and adopt Ordinance 18-22. Trustee Rains seconded the motion. Myers; yea, Rains; yea, Bryant; yea, Charbonneau; yea, Paul; aye. Ordinance 18-22 was adopted.

### **OTHER BUSINESS**

**Trees hanging** into Airport Drive's **roadways** were last trimmed in 2019. The Board was asked if they wanted to put the service out to bid for 2022. Trustee Bryant said he had driven around the Village to look at the trees and there were some areas needing trimming. He would make a list of trees needed to be trimmed for contractors to bid the job.

Section 405.520, **Erection of Signs**, was discussed. Trustee Rains questioned every sign going to the Zoning Commission and the Board of Trustees for approval. Attorney Snyder stated the Board could amend the code to designate one person to approve signs if they wanted. After discussion, the Board decided to not change the requirements.

In the Clerk's Report during the Work Session, Clerk Hirshey reported the temporary certificate of occupancy for newly constructed homes on Spruce Drive near Fountain Estates had expired. Contractor Blake Onstot had not channeled water correctly off 25294 Spruce Drive. Water was draining onto the property at 25276 Spruce Drive, causing water problems. The Board instructed Clerk Hirshey to invite Contractor Blake Onstot and Building Inspector Greg Coats to the September 22, 2022 Board of Trustees meeting. Attorney Snyder would research options to resolve the issue.

Jim Paul's appointment to the Board of Trustees and how to handle the election in April 2023 was discussed. Attorney Snyder would research the state statutes.

The Jasper County Sheriff's contract was discussed. Attorney Snyder stated the deputies serve under Sheriff Kaiser. The Board could ask Sgt. Crossley for better detailed reports and work schedules.

Trustee Charbonneau asked about inspections of footings at 5802 Joplin Street. Clerk Hirshey reported the footings were to undergo a second inspection prior to being poured. The depth of the footings was questioned.

Trustee Rains asked Attorney Snyder about Sgt. Roughton's end of year compensation. Attorney Snyder stated Sgt. Roughton did not finish the year in Airport Drive.

### **ADJOURNMENT**

With no other business to come before the Board, Trustee Rains motioned to adjourn the meeting. Trustee Charbonneau seconded the motion. Motion passed unanimously. Meeting adjourned at 9:02 p.m.

Respectfully Submitted,

*Sue Hirshey, MRCC-C*  
Village Clerk