

## **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, September 23, 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, Deputy Clerk Kristy Hoggatt, Jasper County Sheriff's Officers Sergeant Melissa Roughton, and Deputy Andy Albertson. Residents Debbie Bryant, Marvin and Debie Heckart, and Edwina Rains were in attendance. All in attendance gave the Pledge of Allegiance to the Flag of the United States of America. Attorney Snyder gave the invocation.

### **MOMENT OF SILENCE**

Chairman James Paul requested a Moment of Silence to honor the lives of Village Engineer Jerald Norton, past Board Member Ronald Moorehouse and Sergeant Melissa Roughton's mother Patty Norvell.

### **MINUTES**

Minutes of the Board of Trustees Meeting held on August 26, 2021, having been previously provided to the Trustees, were discussed. Trustee Bryant motioned to approve the minutes previously provided. Trustee Myers seconded the motion. Motion passed unanimously.

### **TREASURER'S REPORT**

Clerk Hirshey presented the Treasurer's Report. 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, worksheet of Sewer Maintenance Changes paid to Carl Junction, Certificates of Deposits worksheet, Statement of Deposits and Expenditures of the Schuber Mitchell replat of Briarwood and the Dollar General Store, and a worksheet of the open Building Permits for Airport Drive. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Bryant seconded the motion. Motion passed unanimously.

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

**Lance Adams, Jenson Adams, and John Hyman** 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. The project will require a Lot Split, Mr. Adams plans to purchase three quarters of an acre, Lot #1 was 3.22 acres. Their plans include a 4,000 square foot, single story building with an occupancy of approximately 110 persons with a drive thru, 40 to 50 parking spaces, and delivery service. A franchise agreement was not signed yet. Mr. Adams hoped to open the business by mid-2022. Engineer Clayton Cristy said there were sewer lines ran to the property and thought there was drainage to the detention area near the railroad tracks. He would work with Anderson Engineering, the engineering firm for the original developer of the property. There was one entrance off Fir Road already. Realtor John Hyman stated there could possibly be others interested on building on the remaining property, hoping to share infrastructure costs. The Board thanked Mr. Adams and Mr. Hyman for attending and stated the new business would have their support.

**Danielle and Aaron Farrar** appeared before the Board to discuss relocating their business in Airport Drive on nine acres on the east side of North Main Street Road. They had the property under contract. They owned Misfit Mutts located on Main Street in Carl Junction and needed more room to expand their business. Their plan was to build facilities for **dog grooming, a retail store, a veterinary office for one vet, doggie daycare, and boarding**. Engineer Cristy asked about the water detention area. The area the Farrars planned to build on was east of the beauty shop at 5380 North Main Street Road and was zoned Agricultural, the Farrars asked about rezoning the property. Attorney Snyder stated animal boarding was a use allowed upon review by the Board of Adjustment on property zoned Agricultural. If the Farrars were to go before the Board of Adjustment, they should provide engineered plans and as much information as they could. The surrounding area would also be considered. He stated 405.100 (A)(3). Adjoining property owner Debie Heckart asked where the runoff from the kennels would drain? The runoff and noise created by kennels were discussed. The Farrars stated the dogs would be able to be inside and outside, they estimated they would be able to board 25 dogs.

### **ENGINEER'S REPORT**

Engineer Clayton Cristy continued his report from the Work Session.

Engineer Clayton Cristy discussed the **Dollar General Store** being built at Fir Road and Lone Elm. Dollar General contractors wanted to start work to add turning lanes to Fir Road for the store on September 28<sup>th</sup>. Notification for road closures was discussed.

Engineer Cristy discussed the plans to **widen East Bland Avenue** during the Work Session. The new estimate was \$389,534.00. Trustee Rains motioned to have Olsson survey the area for the proposed roadway on East Bland. Trustee Bryant seconded the motion. Motion passed unanimously.

Engineer Cristy discussed sidewalk widths in the Subdivision regulations in the Code. Attorney Snyder stated they could be changed by ordinance.

### **ATTORNEY'S REPORT**

Attorney Snyder suggested amending Chapter 405 Article IV, Advertising and Signs, of the Code to make **regulations** for **signage** more specific, and to set requirements according to zoning classification for materials, type of sign such as monument, pole, or pylon. Amendments would have to be deliberated by Zoning, presented in a Public Meeting, and approved by the Board of Trustees. Trustees Ray Bryant and Terry Myers would be available for a Zoning Meeting on Monday, October 25, 2021. Clerk Hirshey would confirm the Zoning Commission members could meet that night.

### **COUNCIL BILLS**

Council Bill 12-21, a council bill **Repealing and Replacing Section 105.030, Declaration of Candidacy - Dates for Filing, Chapter 105 Elections**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 12-21 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 12-21 by title only. Trustee Bryant motioned to approve the first reading of Council Bill 12-21 by title only and have the second reading of Council Bill 12-21 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 12-21 by title only. Trustee Bryant motioned to approve the second and final reading of Council Bill

12-21 by title only and adopt Ordinance 12-21. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Ordinance 12-21 was adopted.

Council Bill 13-21, a council bill to adopt the **2018 Fire Code by Repealing and Replacing Section 503.010, Adoption, Title V: Building Code Chapter 503: Fire Prevention Code**, was discussed. Trustee Bryant motioned to have the first reading of Council Bill 13-21 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 13-21 by title only. Trustee Bryant motioned to approve the first reading of Council Bill 13-21 by title only and have the second reading of Council Bill 13-21 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Attorney Snyder read Council Bill 13-21 by title only. Trustee Bryant motioned to approve the second and final reading of Council Bill 13-21 by title only and adopt Ordinance 13-21. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Rains; yea, Thompson; yea, Bryant; yea. Ordinance 13-21 was adopted.

### **OTHER BUSINESS**

Harrison, French, and Associates submitted plans to **remodel the Walmart Neighborhood Market** at 25145 Demott Drive. Walmart had removed all the cash registers for cashiers in January of 2021, making all the registers self-checkout. The new plans would install *four or five* cashier manned checkout lines. Building Inspector Greg Coats had reviewed and approved the plans as submitted. Trustee Thompson motioned to approve the plans and allow a building permit to be issued. Trustee Bryant seconded the motion. Motion passed unanimously.

A **Business License** application had been received from the DAV, **Disabled American Veterans**, to open an office at 5898 N. Main Street Road, Suite 112, to arrange **transportation** for Veterans. Clerk Hirshey asked if the licensing fee could be waived due to the business being a service for Veterans. Trustee Rains motioned to waive the fee for the DAV Transportation Service. Trustee Thompson seconded the motion. Motion passed unanimously.

**Peddlers Permits** were discussed. The Front Page had hosted an event, Eat, Shop, and Adopt on August 30, and had two more events scheduled for September 25<sup>th</sup> and October 30<sup>th</sup>. The Code stated Peddlers Licenses fees were \$5.00 per day per person. This did not cover the time spent by office staff to process applications and create Identification Cards. Trustee Rains suggested the fee for Peddler's Permits should be \$25.00 per event, not to exceed four days.

Clerk Hirshey asked for guidance for the **policy** to send **flowers** or **plant** arrangements to the family after the loss of loved ones. It was decided an arrangement and card should be sent to the family when an immediate family member of a Board Member passed away, or as instructed by a Trustee. The passing of **Village Engineer Jerald Norton** was discussed. Engineer Cristy stated Jerald had served the Village of Airport Drive since 1991 or 1992.

Trustee Rains asked about the **Sales Tax** received in September 2021 for the General Fund. Why was it \$20,000.00 over the budgeted amount? The Clerks presented the Sales Tax distribution report. The amount was correct. The Missouri Department of Revenue did not break down any information or offer any explanation of why the amount was higher than anticipated and budgeted.

Trustee Rains stated that he would like to attend the **Budget Meeting**.

Trustee Thompson reported seeing workers at the old Butcher's Block building at **499 W. Fountain Road**. Clerk Hirshey reported there was not a building permit issued for the property. Trustee Thompson suggested contacting the new owner Robin Wilson for more information and sending Building Inspector Greg Coats to look at the property.

Attorney Snyder suggested Fire Chief Joe Perkins contact the owners of the 5171 N. Main Street Road, the pending **SmartLock Self Storage** location, to inform them of the adoption of the 2018 Fire Code by Airport Drive.

### **CLERK'S REPORT**

The candidate filing dates for the April 5, 2022 General Election had shortened. Filing for the Trustee position for the election would begin on December 14, 2021 at 8:00 a.m. and end on December 28, 2021 at 5:00 p.m. In the past, filing ended on the third Tuesday of January. In 2022 terms will end for Trustees James Paul, Mark Rains and Reed Thompson.

Clerk Hirshey contacted Missouri American Water about water concerns on Elm Street and on the corner of Marion and Joplin Streets. Missouri One Call notices for both had been received for both areas. It was assumed Missouri American Water worked on the leaks. Trustee Bryant confirmed that the leaks were fixed.

The Board was asked to set the dates for the November and December 2021 meetings. The Trustees set the November meeting date as November 18, 2021 and the December meeting would be held on December 16, 2021.

The payments by credit cards continued to increase. Looking at the number of transactions and types of payments made; sewer payments accounted for 47% of the transactions and General Fund revenues accounted for 53%. As of September 23<sup>rd</sup>, 32 transactions had been processed for a total of \$3,072.32.

Update for the Dollar General Store at 25994 Fir Road. The building was dried in. The sewer line was almost done, but they still needed to bore under Fir Road. Discussions regarding road closures still needed to happen. Missouri One Call Notices noted the work would begin on September 27, 2021.

The Astro Farms Gamma/Besame Wellness Center at 25733 Fir Road held their Grand Opening on September 9, 2021.

The first meeting of the Comprehensive Planning Committee was Thursday, September 16, 2021, at 6:30 p.m. at the Municipal Building. Residents Debie Heckart, Edwina Rains, Kara Charbonneau, and Steve Hughlett attended. The meeting went very well, there was a lot of discussion about Airport Drive's strengths, weaknesses, opportunities, and challenges.

Letters were mailed out on September 14, 2021 to property owners of right-of-way areas that had been mowed by Top Priority Home and Lawn this summer. Owners were notified that Airport Drive would no longer mow the areas. The name, phone number, and email address of the owner of Top Priority was included so residents could hire him to maintain their properties if they chose.

Deputy Clerk Hoggatt had been adding magnets from the Neighborhood Watch Program to the New Resident's Welcome Bags. The office was almost out of the magnets. Vistaprint could print magnets at a cost of 50 for \$21.00, 100 for \$41.00, 200 for \$70.00, 500 for \$150.00. Trustee Thompson motioned to purchase 500 magnets for \$150.00. Trustee Rains seconded the motion. Motion passed unanimously.

Carl Junction City Administer Steve Lawver informed the office that Leaf Pick Up would be the whole week of November 29<sup>th</sup>. He did not have details, but they planned to do the pickup differently this year. He did not have cost estimates yet either. The Leaf Pick last year cost \$1,880.48.

The Trustees were asked about holding a Village Wide Christmas Light Contest in 2021. The Board approved holding the contest. Trustee Thompson suggested awarding gift cards from Village businesses.

Jasper County Sheriff's Office hosted a Shop with a Deputy event every year. Would Airport Drive like to donate to help purchase gifts for children this year? Trustee Thompson motioned to donation \$750.00 to the Jasper County Sheriff's Office for the Shop with a Deputy event. Trustee Myers seconded the motion. Motion passed unanimously.

Resident Mark Johnson was willing to Chair the Budget Committee Meeting this year. He offered dates of October 12<sup>th</sup>, October 14<sup>th</sup>, October 19<sup>th</sup>, and October 21<sup>st</sup>. Resident Janie Liles was willing to attend any of these dates. Last year Carolyn Longerot and Mike Warman attended. The Board agreed for Clerk Hirshey to invite Resident Nancy Brookshire to participate in the Budget process.

Schuber Mitchell had 12 Building Permits and Sewer Tap Permits in progress for the Briarwood Subdivision.

Airport Drive received \$87,574.94 on August 27, 2021, from the American Rescue Plan Act.

Olsson's evening of food, drinks and an axe-throwing event at TommyHawks Four-State Axe House would be on Thursday, September 30, 2021 from 3:00 to 6:00 p.m. Everyone was invited.

Clerk Hirshey would be in St. Louis from September 26<sup>th</sup> to the 29<sup>th</sup> for the MML Annual Conference.

Clerk Hirshey requested three vacation days in October. Trustee Thompson motioned to approve three vacation days for Clerk Hirshey, dates to be determined later. Trustee Rains seconded the motion. Motion passed unanimously.

Chairman Jim Paul moved contents of the original safety deposit box at Southwest Missouri Bank to a smaller box on Monday, September 13<sup>th</sup>. SMB appreciated having the larger box available to rent out.

The Green Folder contained documents requiring the Chairman's signature. There were also Thank You cards from Sgt. Roughton and Margie's Herb Shop.

**REMINDERS**

The Office would be closed Monday, October 11, 2021, in observance of Columbus Day.

The next Board of Trustees Work Sessions and Regular Meetings were scheduled for Thursday, October 28, 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 8:42 p.m.

Respectfully Submitted,

*Sue Hirshey, MRCC*  
Village Clerk