

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, September 26, 2024, at the Village Municipal Building. The meeting was open to the public.

Chairman Terry Myers called the Board of Trustees to order at 7:03 p.m. The members present were Mark Rains, Ray Bryant, Claren Holmes, and Denise Winans. Village Clerk Sue Hirshey was present to take the minutes. Village Attorney Derek Snyder, Village Engineer Clayton Cristy, Carl Junction Fire Protection District Chief Joe Perkins, and Deputy Clerk Sharon Clark attended. In the audience were Residents Marvin and Debie Heckart, Jack and Mary Huffman, Debbie Bryant, Edwina Rains, Carolyn Longerot, Jamie Myers, and Steve Allgood. 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 Public Hearing and the Board of Trustees Regular Meeting held on August 22, 2024, having been previously provided to the Trustees, were discussed. Trustee Winans motioned to approve the minutes previously provided. Trustee Holmes seconded the motion. Motion passed unanimously.

TREASURER’S REPORT

Clerk Hirshey presented the Treasurer’s Report for September 2024. The Board was provided 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 Bryant motioned to approve the Treasurer’s Report and to pay the bills. Trustee Winans seconded the motion. Motion passed unanimously.

PETITIONS, REQUESTS, AND COMPLAINTS

Luke Gibson, the real estate agent for Mighty Main Street, Smartlock Self Storage Facility at 5171 N. Main Street Road, and Julie Howerton, Watered Gardens, were on the agenda to discuss the north building on the property. Mr. Gibson was requesting approval of the use of the property for a thrift store. Chairman Myers asked if the property owners were willing to make the modifications to the property as requested by Engineer Clayton Cristy and Fire Chief Joe Perkins; to cut the roofline between the buildings back, make the exterior doors swing out, and replacing the sawtooth block walls of the buildings. Mr. Gibson said they would. Engineer Cristy said the signage and ingress and egress agreements still needed to be approved. Ms. Howerton stated the signage plans presented to the Zoning Commission were preliminary. Plans for the actual signage would be brought back to Zoning to review. Her main concern was whether the use of the building would be approved. Chairman Myers stated the Zoning Commission had recommended to approve the use, contingent upon approval of stated tasks by Engineer Cristy, Fire Chief Perkins, and Building Inspector Kreighbaum. Trustee Rains suggested once all items are fixed, to contact Village personnel to inspect and approve. Attorney Snyder said the property was zoned I-1, Restricted Light Industrial District, any alteration to the building must be approved. The Village would need to approve alterations already done, and alterations to be done; and they would need to satisfy Engineer

Cristy, Fire Chief Perkins, and Building Inspector Kreighbaum. Engineer Cristy said to submit changes in plans prepared by an architect to avoid confusion. Ms. Howerton asked for clarification, if they hang ceiling fans, paint, and put down new flooring, what do they need to do for approval? Attorney Snyder said check with the engineer, fire chief and building inspector for direction.

Manisha Patel and Virgil Mitchell appeared before the Board. Mrs. Patel planned to open a smoke shop, **A-1 Discount Smoke Shop**, in the Stone's Corner Plaza at **6027 N. Main Street Road**. Chairman Myers asked Mrs. Patel what she planned to sell. She responded mainly cigarettes and vapes. Trustee Winans asked if she would be selling any drug paraphernalia. Mrs. Patel said she would not. Trustee Rains asked Mrs. Patel what hours her store would be open. Mrs. Patel said from 9 a.m. to 11 p.m., 7 days a week. Trustee Holmes asked Mrs. Patel if she would be selling liquor? Mrs. Patel said no. Trustee Rains asked about the sign on the facade of the plaza, how bright would the light be, and did it change colors? Mrs. Patel said the lettering on the sign would be blue. Trustee Rains asked how soon did she plan to open? Mrs. Patel said October 1st. Trustee Rains motioned to approve the sign as presented for A-1 Discount Smokes Store at 6027 N. Main Street Road. Trustee Bryant seconded the motion. Motion passed unanimously.

Chas Ziulkowski appeared before the Board to ask to place a **temporary portable sign at 5958 N. Main Street Road**, between the Let's Go Carwash driveway and the roundabout at Highways 43 and 171. Mr. Ziulkowski owned the **Cadaver Zone Spook House** north of town off Highway 43. Trustee Rains stated the Code allowed portable signs for businesses to advertise grand openings and special events were only allowed for 14 days. Mr. Ziulkowski planned to pay for the sign for 14 days and another owner would pay for the sign for 14 days. Resident and Zoning Chairman Steve Allgood stated the approval should only be good for one year, if they wished to place the sign next year, they would need to come back to the Zoning Commission and Board of Trustees next year. Mr. Ziulkowski stated he came to the Board of Trustees 15 years ago to get permission to place the portable sign on Sonic's grassy area; and a sign had been allowed there ever since. Chairman Myers said approval would only be for a single year going forward. Trustee Rains motioned to approve two applications for the temporary Cadaver Zone sign for one year, 14 days each. Trustee Winans seconded the motion. Motion passed unanimously. Clerk Hirshey was instructed to contact the owner of the other sign to let them know that sign would need to be approved each year as well.

ENGINEER'S REPORT

Engineer Cristy discussed the East Bland Street widening project during the Work Session. AT&T had multiple lines running through the area. Engineer Cristy received an estimate from Blevins Asphalt Construction to pothole four locations on East Bland to locate the AT&T lines. Blevins estimated it would take eight hours at \$350.00 per hour, a total of \$2800.00. Trustee Bryant motioned to approve hiring Blevins Asphalt Construction to pothole four locations to locate AT&T's phone lines for the East Bland Avenue project for \$2,800.00. Trustee Rains seconded the motion. Motion passed unanimously.

OTHER BUSINESS

Dr. Eldon Repsher, **Advance Family Eyecare, 5832 N. Main Street Road**, submitted a sign permit application to remove his current road sign and place new panels in a metal frame on his property, previously used by Country Pickens Flea Market sign. The building used as the flea market had been demolished and removed from the property. The Zoning Commission had recommended to approve the new sign. Trustee Rains motioned to approve the sign permit application as presented. Trustee Holmes seconded the motion. Motion passed unanimously.

Tod Wooley, **5947 Pearl Street**, replaced a split log fence with a **solid wood fence**. Another resident felt the fence was located too close to Pearl Street. Attorney Snyder stated Mr. Wooley needed to purchase a Fence Permit application. The Building Inspector needed to inspect the fence, and it needed to conform to the Code. If it didn't, Mr. Wooley could go before the Board of Adjustment.

Clerk Hirshey asked the Board to set **guidelines for submission of information** for applicants, residential and commercial, to go before the **Board of Trustees, the Zoning Commission** and the **Board of Adjustment**. Trustee Rains motioned to set time limits to receive information for discussion by the Boards as one week prior to the Board of Trustees meeting, two weeks prior to the Zoning Commission and Board of Adjustment meetings. Trustee Holmes seconded the motion. Motion passed unanimously.

A request for **records disposal** was discussed. A list of documents reviewed by the staff, confirmed to be materials that met the retention schedules set forth by the Secretary of State and that were no longer needed, was given to the Trustees. Trustee Rains motioned to have the documents on the list shredded. Trustee Holmes seconded the motion. Motion passed unanimously.

Clerk Hirshey attended a webinar hosted by iWorQ Systems for a program to manage building permits, contractors, and code enforcement. An online portal allowed permit submissions, inspection requests, and online payments, with unlimited training and tech support. The online portal made the information available for third parties to review. Code Violations could be submitted and tracked. All activities could be tied to each property. The subscription fee was \$2500.00 annually, plus \$1,700.00 for year one for implementation and setup cost, GIS integration and data conversion. The Board asked Clerk Hirshey to talk to any other city using the software.

CARL JUNCTION FIRE CHIEF

Carl Junction Fire Protection District Fire Chief Joe Perkins appeared before the Board. This was Airport Drive's year to research the property values in Airport Drive to calculate the annual payment to the Fire Protection District for fire and EMS services for 2025. The payment for 2025 was \$102,043.40, half paid in December 2024 and the balance would be paid in June 2025. This would be an increase of \$1,109.22 from 2024. Trustee Rains asked about ways to calculate the rate without all the research. Fire Chief Perkins stated that by law Airport Drive could not pay less than what everyone else pays. Chief Perkins shared the 2024 Run Review report for his District and Airport Drive. Chief Perkins said the fire district was on pace to run 2200 calls this year. The fire district had added two more PRN's. They had 18 volunteers, 14 full-time employees and 18 part-time. This year there had been 79 grass fires instead of 120 in 2023. Chief Perkins said the district would be Red in October; we were at a level 4 drought condition. He anticipated a burn ban in place before the end of October. Attorney Snyder said when the Board approves the budget for 2025, they approve the payments for the fire district.

CLERK'S REPORT

In October, Clerk Hirshey planned to start working on the Budget for 2025. Last year, Residents Mark Johnson, Keith Stammer and Janie Liles served on the Budget Committee. Clerk Hirshey asked the Trustees if there were any other residents that should be asked to serve. Chairman Myers and Trustee Rains both wanted to attend the meeting.

The Ordinance Review Committee was scheduled to meet Thursday, October 17, 2024 at 6:00 pm at the Municipal Building to discuss adopting Code requirements for green spaces, green buffers, and exterior requirements for commercial properties. Residents Ray Bryant, Steve Allgood, Edwina Rains, Jamie Myers, and Janie Liles were on the committee.

Clerk Hirshey asked the Trustees if they were ready to schedule meeting dates for November and December 2024. Calendars for November and December 2024 were provided to the Board. The Board decided to hold the November meeting on Thursday, November 21, 2024, making the November Zoning meeting fall on Tuesday, November 19th. The December meeting was scheduled for Thursday, December 19, 2024, making the December Zoning meeting fall on Tuesday, December 17, 2024.

Deputy Clerk Clark created and mailed out a letter on September 16th to all businesses in the Village and a few extra friends, inviting them to participate in a drive through Trunk or Treat in Front Page's parking lot on Halloween. A copy of the letter was provided.

Deputy Clark reworked the letter welcoming new residents into Airport Drive. A copy of those were provided.

Mowed Over mowing service was scheduling their service to aerate yards. The Board was asked if they wanted the lawns at the municipal building to be aerated? The cost was \$285.00. Chris Gideon said they would aerate the entire front and side yards, and the back yard to the tower fence. This would include spreading 25 pounds of 5 Star Fescue seeds. If wanted, he would add another 25 pounds of seed for \$100.00. The Trustees declined the offer.

Clerk Hirshey asked if Airport Drive could host the Christmas Lights Contest for 2024? The prizes in the past were \$75.00, \$50.00 and \$25.00 for 1st, 2nd, and 3rd place. The Trustees said to hold the contest and to keep the prizes as they have been in the past.

The Green Folder contained documents requiring the Chairman's signature and a Thank You card from Zoning Chairman Steve Allgood, in appreciation of the flowers sent for his father's passing.

REMINDERS

The office would be closed on Monday, October 14, 2024, in observance of Columbus Day.

The next Board of Trustees Work Session and Regular Meeting were scheduled for Thursday, October 24, 2024, at 6:30 pm and 7:00 pm respectively.

Trustee Mark Rains asked about the problems with the pictures on the TV screen, Clerk Hirshey had trouble receiving pictures from Fire Chief Joe Perkins during the Zoning Meeting on Tuesday evening and pictures on Thursday of a fence for discussion. Trustee Rains advised Clerk Hirshey to contact SNC2 and TEC to see where the problems were.

Trustee Rains asked if the clerks were receiving schedules of the Jasper County Sheriff's Officer's working hours in Airport Drive. Clerk Hirshey had received them in the past, but did not have a current schedule. Trustee Rains asked to receive one and suggested all Trustees receive the schedules going forward, to know who was working when.

Trustee Rains asked Deputy Clerk Clark to start promoting Village businesses on Facebook and the Village website. She would need to contact businesses to ask for information on specials and what they would like promoted for their businesses.

ADJOURNMENT

With no other business to come before the Board, Trustee Rains motioned to adjourn the meeting. Trustee Winans seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC-C
Village Clerk