

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 28, 2023, 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 Mark Rains, Ray Bryant, Kara Charbonneau, and James Paul. 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 Debie Heckart, Debby Bryant, Edwina Rains, Joe Grizzle, Denise Haddock, Claren Holmes, and Joe Ristau; and contractor Charlie Kuehn, and business manager Jacque Boyer. 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 August 24, 2023, having been previously provided to the Trustees, were discussed. Trustee Bryant motioned to approve the minutes previously provided. Trustee Charbonneau seconded the motion. Motion passed unanimously.

TREASURER’S REPORT

Clerk Hirshey presented the Treasurer’s Report for September 2023. 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, Certificates of Deposits for Airport Drive, and TREKK Design estimated fees and actual expenses. 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

Charlie Kuehn, contractor with MacCo Builders, attended to discuss approval of site, building, and signage plans for **The Human Bean drive through coffee shop at 5799 N. Main Street Road**. Attorney Snyder discussed the Zoning Meeting on Thursday, September 14, 2023. The Zoning Commission recommended to approve the site, building and signage plans. Chairman Myers asked if anyone had any questions or comments about the project. Engineer Cristy informed the Trustees of a driveway on Marion Avenue, west of the building site, which would need to be removed or a pipe added to allow water to flow away from the site. Trustee Paul asked how soon the business would be open. Contractor Kuehn hoped to start construction next week. Trustee Rains motioned to approve the site, building and signage plans for The Human Bean at 5799 North Main Street Road, and to issue the building permit. Trustee Bryant seconded the motion. Motion passed unanimously.

Property owner **Joe Ristau** appeared before the Board to discuss plans to pave the parking area of the business at **5701 North Main Street Road**. Mr. Ristau wanted to ask for a variance for the curbing on the edge of the parking lot, he needed inlets to drain most of the water to the north. Mr. Ristau also needed a light pole on the corner to be removed from his ditch and moved to the property to the north. He stated the northern property owner Tom Roy approved of the plan to move the light onto his property, his property would look better if the light was moved, and water would drain better too. Engineer Cristy asked about the driveway, the goal was to bring water from the site to a basin,

allowing settlement to remain in the basin. He also said the driveway was too wide. Mr. Ristau questioned the typical width of a driveway. Attorney Snyder said the Board of Adjustment was the only board that could issue variances. There were certain criteria that would have to be met to issue a variance. None of the Trustees were experts in that field. Chairman Myers asked Mr. Ristau if he had revised plans to submit to the Board. Mr. Ristau did not. Mr. Ristau was trying to correct the plans. Because of surface water on the south side, when it rained, three to four inches of water could not get to the highway. Jeff Cole, GB Engineering, stated they would survey the area as built the next day. Chairman Myers suggested the Board table the issue, and suggested Mr. Ristau work with Engineer Cristy and his engineers to work through the problems. They still may need to request a variance. Mr. Ristau asked about moving the street light pole to the north. Engineer Cristy stated he would need to contact Liberty Utilities to check and wanted the pole to remain close to the intersection of North Main Street Road and Skyway Drive. Attorney Snyder stated there might be a cost to relocate the pole, a decision would need to be made as to who would be responsible for the costs.

Residents on West Bland Avenue and Joplin Street attended the meeting to talk to the Board of Trustees about property at **5781 N Main Street Road**. Attorney Snyder stated Airport Drive's current Code stated that a commercial property needed to be fenced to the extent the current fence needed to be replaced. A formal complaint would be helpful. Trustee Rains stated Clerk Hirshey would send a letter to the property owner. The Joplin Street resident stated she had smelled strong odors from the restaurant as well. Their dumpster was usually overflowing. Several concerns were discussed, including possible calls to the Jasper County Health Department.

LaShawn Jimenez, owner of the business, **North Main Street Therapy Center**, 5065 North Main Street Road, came before the Board of Trustees to ask about changing out **the sign** at her new business. She planned to use the same hardware as the former business but would repurpose the sign and re-vinyl with her logo. Trustee Rains stated all new signs must be approved by the Zoning Commission and the Board of Trustees. Trustee Bryant said he appreciated her work on the upkeep of the building. The Board welcomed Mrs. Jimenez to the Village.

Joe Grizzle, 5854 Elm Street, asked the Board about a new subdivision under construction on Prairie Flower Road, south of Fountain Road. Mr. Grizzle said there were plans for **300 new Schuber Mitchell Homes** to be built on thirty acres. The City of Joplin approved 50-foot-wide lots. Mr. Grizzle was concerned about **water draining from the subdivision into the storm water ditch behind his home**. Engineer Cristy stated there should be a detention area for water in the subdivision, it should slow down the water before it reached the ditch east of Elm Street. Engineer Cristy asked the Board if they wanted him to contact the City of Joplin to look at the subdivision's plans. Chairman Myers and Trustee Rains told Engineer Cristy to look into the plans.

Attorney Snyder and Engineer Cristy were looking into ownership of the only property served by the **Ridge Road Lift Station**. Chairman Myers had spoken to Phil Schlaybach about the lift station. Mr. Schlaybach was open to discussion about relocating the lift station. Engineer Cristy was hesitant to move forward until ownership of the property was confirmed.

ENGINEER'S REPORT

Engineer Cristy discussed the planned work on the **Fountain Estates Lift Station**. He had received three bids, all of them were more than he expected. The bids started at \$21,000 **to re-do fencing and the gate area to include a walk-through gate and add base rock**. Trustee Bryant thought it

needed two loads of base rock. Chairman Myers thought the Board should get additional bids. Resident Debie Heckart asked to see the design plans, she and Marvin could possibly do the work, if the Board could wait until after December 2023. Attorney Snyder suggested the Board talk to the Jasper County Deputies to ask them to inform the property owner that he could not limit the access to the area Airport Drive has the right to access.

During the August 24, 2023 Trustees Meeting, the Board instructed Engineer Cristy to look into installing equipment for a **traffic study of Joplin Street, Wall Street, Pearl Street, Marion Avenue, and West Bland Avenue**. Residents had reported increased numbers of drivers were cutting through the Staples Midway Subdivision instead of driving through the roundabout at Highways 43 and 171. Engineer Cristy presented a Scope of Services for a traffic count study for a typical weekday during a consecutive 24-hour period. Data would include a summary of typical 24-hour traffic patterns and vehicle speed data. Olsson would identify potential mitigation strategies to reduce cut-through traffic as part of the memorandum and summarize the findings of data reviewed. The cost for the study was \$4,500.00. Engineer Cristy thought the study would take one week to complete. Trustee Rains motioned to approve Olsson's bid of \$4,500.00 for a traffic study of Pearl Street, south of Route 171; Wall Street, south of Route 171; Joplin Street, south of Route 171; Marion Avenue, west of Route 43; and Bland Avenue, west of Route 43. Trustee Charbonneau seconded the motion. Motion passed unanimously.

ATTORNEY REPORT

Attorney Snyder thought the problem had been cured of residents at 389 East Fountain Road parking in the access roadway to the Fountain Road Lift Station. His office had mailed a letter to **Bobby and Kelly Thomas, 389 East Fountain Road** about the use of the roadway on **Dale Janssen's property** the previous month. The Trustees may need to approve additional expenses for a survey of the property. Engineer Cristy said he had the legal description of the Janssen property, he needed the legal descriptions for the lift station and easements. A survey of the property should cost under \$5,000.00. Trustee Bryant motioned to have Olsson perform the survey work at a cost up to \$5,000.00. Trustee Rains seconded the motion. Motion passed unanimously.

COUNCIL BILLS

Attorney Snyder prepared **Council Bill 23-23 to amend fees for building permits and inspections for commercial and industrial properties**. Administrative costs were not included in the council bill. Attorney Snyder said the Trustees could amend the council bill to add the fees. Trustee Rains suggested the Board table the council bill until next month, and the Trustees should study the bill to make changes to the council bill. Trustee Bryant motioned to table Council Bill 23-23 until October 26, 2023. Trustee Charbonneau seconded the motion. Motion passed unanimously.

BID OPENING

Trustee Bryant reviewed the **trees hanging in the streets** with David Coss, **Coss Tree Service**, and Chuck Dudley, Mable Tree Service. Mr. Coss submitted a bid in the amount of \$4,700.00 to cut back tree limbs out of the Village roadways and to haul off and dispose of the debris properly. Chuck Dudley, Mable Tree Service, bid \$350.00 per dump truck load to trim back the tree limbs and dispose of the debris properly. Trustee Bryant said there were a lot of limbs to trim back to get them fifteen feet off the road. He estimated there were twenty loads of tree limbs to remove. Trustee Rains motioned to have David Coss, Coss Tree Service, remove the limbs and haul them away. Trustee Bryant seconded the motion. Myers; aye, Rains; aye, Bryant aye, Charbonneau; aye, Paul;

no. Motion passed. Trustee Bryant said he would drive the Village to review the job prior to payment, and suggested a deadline be set for the work.

OTHER BUSINESS

Two bids/estimates were submitted from **Total Electronics Contracting, Inc., to run cables** from the Liberty Fiber equipment to the Clerks office. Bid 25287, in the amount of \$225.00 to install one new cat6 data cable from the Liberty Fiber equipment in the closet in the Jasper County Sheriff's end of the building to the Clerk's computer. Bid 25286, in the amount of \$1,975.00, was to install 12U wiring rack with the new Liberty Fiber equipment, to install eight new cat6 data cables (2 to each of three desks, 1 printer, 1 WAP), and to terminate, certify and label. Trustee Rains motioned to accept bid 25286 in the amount of \$1,975.00 from TEC. Trustee Charbonneau seconded the motion. Motion passed unanimously.

The **dates** for the **November 2023** and **December 2023 Board of Trustees meetings** were discussed. The Trustees picked November 16, 2023 and December 21, 2023 for Board of Trustees meetings. Attorney Snyder stated he had other meetings for other cities both nights. He would get to Airport Drive as soon as possible both nights.

CLERK'S REPORT

A notification letter was sent to the Missouri Department of Revenue by certified mail on Friday, August 25, 2023. The letter notified the Dept. of Revenue of the results of the August 8th election to approve an additional 3% Sales Tax on sales of Adult Use Marijuana. According to the information from the Department of Revenue, Airport Drive should receive the first distribution of the sales tax in March 2024.

Deputy Clerk Sharon Clark and Clerk Hirshey travelled to Gambino's Pizza September 28th at 11:00 am to represent Airport Drive during their Grand Opening Celebration. The Carl Junction and Webb City Chambers of Commerce were present as well for the ribbon cutting ceremony.

The office had not heard from nor seen the welder for the grates in the driveway.

Katie Sitton, 6421 Geneva Drive, shared her concerns with the office about the entrance to Geneva Drive off Highway 171. There was not a protected left turn lane for vehicles traveling southeast to make a left turn onto Geneva Drive. Holden Lamont with Missouri Department of Transportation said they would be happy to do a turn lane study to see if a left turn lane would be warranted at Geneva and Highway 171.

The Trustees were asked if they wanted to hold a Christmas Lights contest in 2023? Cash prizes last year were \$75.00 for first place, \$50.00 for second place, and \$25.00 for third place. The Trustee gave permission to hold the contest.

Clerk Hirshey emailed Mark Johnson asking for possible dates for the meeting to set a proposed Budget for 2024. He had not responded yet. Clerk Hirshey hoped to hold the meeting in October.

It was suggested to provide a meal for the Zoning and Board of Adjustment meetings scheduled for 6:00 p.m.? Possibly sandwich trays from Subway or Harps? To be discussed next month.

Did the Board want to ask Justin Garvin to plow snow off the streets this year or put the service out to bid? Last year Justin charged \$1,250 per event. The Trustees said to continue to use Justin Garvin.

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

REMINDERS

The office would be closed Monday, October 9, 2023 in observance of Columbus Day.

The next Board of Trustees Work Sessions and Regular Meetings were scheduled for Thursday, October 26, 2023, at 6:30 pm and 7:00 pm respectively.

A reminder; Filing for candidacy for the April 2, 2024 General Municipal Election would open on December 5, 2023 at 8:00 a.m. and end on December 26, 2023 at 5:00 p.m. In April of 2024, terms will end for Trustees Mark Rains, Kara Charbonneau, and Jim Paul.

Trustee Mark Rains noted that the property southeast of Harps had not been mowed yet. Clerk Hirshey would have it mowed by the Village mower, Mowed Over. Trustee Rains also noted that Albert Danhagl's property looked much better.

ADJOURNMENT

With no other business to come before the Board, Trustee Rains motioned to adjourn the meeting. Trustee Bryant seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Sue Hirshey, MRCC-C
Village Clerk