

**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 February 22, 2018 at the Village Municipal Building.

Chairman James Paul called the Board of Trustees to order at 7:00 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 Stacey Bass, 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 January 25, 2018 and the Special Meeting on February 14, 2018 having been previously provided to the Trustees were discussed. Trustee Bozung motioned to approve the minutes previously provided. Trustee Myers 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, Open Variance/Zoning Deposits, and Carl Junction Sewer Costs Worksheet. Trustee Myers motioned to approve the Treasurer's Report and to pay the bills. Trustee Thompson seconded the motion. Motion passed unanimously.

PETITIONS AND REQUESTS

Adam Ogle, RF Engineer with **Aire Internet** appeared before the Board. Aire Internet offered wireless service in Carl Junction, Joplin and Monett. They were working on providing service to Carterville. He had prepared propagation maps to study the feasibility of using the tower south of the Municipal Building to offer service to Airport Drive residents. Mr. Ogle stated Aire Internet would need 40 to 50 new customers in and around Airport Drive to sign up in order to be able to offer a lease payment, possibly \$200.00 per month, for use of the tower. The service should not be greatly affected by weather, it might slow down but not shut down entirely. The Trustees instructed Clerk Hirshey to send information to the residents and instructions to contact Adam Ogle regarding service.

ENGINEER'S REPORT

CENTRAL AVENUE LIFT STATION – Engineer Norton prepared a conceptual plan and budget for a proposed gravity sanitary sewer extension that would eliminate the **Central Avenue Pump Station**; as an alternative to the continuing operation of the Central Avenue pump station. The projected costs to operate the Central Avenue pump station for the next 25 years, using an inflation rate of 3% would be approximately \$246,300.00. The projected cost for the gravity interceptor would be \$276,500.00, with a projected life span of 70 to 100 years. The projected cost to rehabilitate the Central Avenue lift station was \$81,200.00.

Trustee Rains motioned to make improvements to the Central Avenue lift station at a cost of \$81,200.00. Trustee Bozung seconded the motion. Motion passed unanimously. Trustee Rains instructed Mr. Norton to begin the bid process.

ZONING COMMISSION MEETING

The Zoning Commission met at 6:00 p.m. that evening to review the contemplated use of the property at the west end of **Metro Appliances and More** lot at 5571 N. Main Street Road. February 26, 2018

Duwayne Eoff from Eoff Associates submitted plans to build a **mini storage facility** behind the appliance store. Mr. Eoff and Architect James O'Donnell appeared before the Zoning Commission to answer questions about the project. The Zoning Commission recommended approval of the project with two conditions, to add a Knox Box on the gate to allow entrance for the Carl Junction Fire District in case of an emergency and to place a perimeter fence around the water detention area. Trustee Rains motioned to approve the Metro Development building permit as approved by the Zoning Commission. Trustee Myers seconded the motion. Motion passed unanimously.

SPECIAL TAX BILL

Attorney Snyder had prepared a Special Tax Bill document for the property at **5883 Wall Street**, owned by Anette Ohman in the amount of \$16,188.43, plus recording costs of \$27.00 and attorney's fees in the amount of \$693.12, to a total sum of \$16,908.55. Trustee Rains motioned to apply the Special Tax Bill in the amount of \$16,908.55 on property at 5883 Wall Street. Trustee Myers seconded the motion. Motion passed unanimously.

OTHER BUSINESS

Asbell Excavating bid SM-17-02a for additional repair work on Marion, Joplin, Bland and Wall Streets and in Fountain Estates was discussed. Trustee Rains motioned to approve Asbell's Street Maintenance bid SM-17-02a for \$4224.00. Trustee Thompson seconded the motion. Motion passed unanimously.

Clerk Hirshey had prepared a worksheet showing options for Airport Drive to **accept payments by credit or debit card**. USTI submitted a quote for credit/debit card processing through a link on Airport Drive's website, with payments automatically applied to the Utility Billing and/or General Ledger. Payments could be accepted for sewer bills, building permits, business licenses, contractor's licenses, sign permits and applications for Zoning and Variances. USTI's cost to get started was \$539.13, with the card users paying all fees. National Bankcard quoted a \$10.00 monthly fee with interest fees of .25% for debit, 1.55% for credit and 1.95% for American Express. Open Edge Pay quoted equipment costs of \$295.00, a monthly fee of \$10.00 and .20% interest plus a \$.20 fee for each credit and debit transactions. Cayan Merchantware offered a \$29.00 set up fee, \$12.95 monthly fee, and interest rates of .28% for debit, 1.98% for credit, 2.64% for American Express with \$.25 transaction fee. The Trustees decided not to accept any of the options.

Deputy Clerk Stacey Bass prepared a bid sheet for **cleaning the municipal building**.

Service Master - \$75.00 plus \$25.00/hour to move furniture.

Living Green Inc. - \$42.33 each time.

Abundant Shine Inc. - \$70.00 each time.

Touch of Splendor Cleaning LLC. – charged by the square foot, no actual dollar amount given.

Airport Drive Resident/Handyman Marvin Heckart - \$45.00 each time.

Trustee Thompson motioned to accept Marvin Heckart's bid of \$45.00 each time. Trustee Rains seconded the motion. Motion passed unanimously.

Trustee Rains had noted at the January 25, 2018 Trustees Meeting that Airport Drive did not have an **ordinance stating the number of cats allowed per residence**. He had asked Clerk Hirshey to find out if surrounding cities had ordinances stating the number of cats allowed. After reviewing the Ordinances from Carl Junction, Carterville, Webb City and Joplin, the Board decided not to change Airport Drive's Code, but to instruct residents to file complaints if animals belonging to others come onto their property.

Phase Two and Phase Three of the Manhole Rehabilitation Project were discussed. Phase Two included 18 manholes that needed to be raised. Trustee Thompson motioned to proceed with Phase Two at a cost of \$157,710.00. Trustee Bozung seconded the motion. Motion passed unanimously.

COUNCIL BILL

Council Bill 01-18, an ordinance amending **Chapter 400.050, Building Permit Fees and Deposit** was discussed. Trustee Rains motioned to have the first reading of Council Bill 01-18 by title only. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Snyder read Council Bill 01-18 by title only. Trustee Rains motioned to approve the first reading and have the second and final reading of Council Bill 01-18 by title only. Trustee Bozung seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Snyder read Council Bill 01-18 by title only. Trustee Rains motioned to approve the second and final reading of Council Bill 01-18 by title only and adopt Ordinance 01-18. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Ordinance 01-18 was adopted.

CLERK'S REPORT

Chris Gideon, owner of Mowed Over lawn service, agreed to continue to charge the same amount as last summer, \$80.00 each time, to mow the Municipal Building lot and areas in Tabor Woods. Trustee Bozung motioned to continue to use Mowed Over to mow the Municipal Building lots and the Tabor Woods areas for \$80.00 each time. Trustee Rains seconded the motion. Motion passed unanimously. The Trustees instructed Clerk Hirshey to get a price for Mowed Over to mow 5883 Wall Street, Anette Ohman's property, as well.

Marvin Heckart installed new locks on the south door of the municipal building. Each Trustee received a new key at the meeting.

Sgt. Roughton asked if we could host a Spring Rummage Sale on the back lot of the Municipal Building for residents, maybe right before Spring Clean Up. The Board agreed to allow the rummage sale on Saturday, April 28th, on the back lot, provided residents bring their own tables and clean up after themselves.

The February 2018 Newsletter was mailed out and emailed on February 16, 2018.

Republic Services had set the date for the Spring Clean Up to be Saturday, May 5, 2018.

Airport Drive's last Comprehensive Plan is dated 2010. Should we think about a Comp Plan or Strategic Planning for 2020? The Board directed Clerk Hirshey to contact Harry S. Truman Coordinating Council to create a plan for 2020.

Auditor Gene Mense delivered "Draft" Auditor's Report on February 20, 2018. Mr. Mense will present the Independent Auditor's Report and Financial Statements for the year ended December 31, 2017 at the March 22, 2018 Meeting.

All open businesses from 2017 had received 2018 licenses except Etcetera Flea Market. The business was owned by three parties, two were bought out, and remaining owner was having difficulties receiving a No Tax Due Certificate from the Missouri Department of Revenue. The Trustees said to give the current owner 30 days to submit the No Tax Due Certificate and purchase a Business License. If he did not purchase a license in 30 days, Sgt. Roughton would issue a ticket for operating a business without a license.

The Green Folder contained the document for the Chairman's Signature. Items in the Gray Folder were provided for information and possible discussion.

REMINDERS

Clerk Hirshey will be in Columbia March 11th through March 15, 2018 for Spring Institute Conference.

The next Board of Trustee Work Session and Regular Meeting were scheduled for March 22, 2018, at 6:30 p.m. and 7:00 p.m. respectively.

The General Election would be held Tuesday, April 3, 2018.

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 8:34 p.m.

Respectfully Submitted,

Sue Hirshey
Village Clerk