

**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 December 22, 2016 at the Village Municipal Building.

Chairman James Paul called the Board of Trustees to order at 7:03 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 Chuck Brown, Village Engineer Jerald Norton, Deputy Clerk Marilyn Thomas, Sergeant Melissa Roughton, and Deputy Paul Soole were also present. All present gave the Pledge of Allegiance to the Flag of the United States of America. Attorney Brown gave the invocation.

MINUTES

Minutes of the Board of Trustees Meeting held on November 22, 2016 having been previously provided to the Board of Trustees, were discussed. Trustee Rains motioned to approve the minutes previously provided. Trustee Thompson seconded the motion. Motion passed unanimously.

TREASURERS REPORT

Clerk Hirshey presented the Treasurers Report: Board was provided Balance Sheet by Fund, Cash Receipts Control Report, Combined 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. Expenses in the General, Sewer, Capital Improvement and Street Funds for 2016 were under budget, no amendments to the 2016 Budget would be required. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Myers seconded the motion. Motion passed unanimously.

PETITIONS AND COMPLAINTS

Christa Tullis, owner of **Enlight Inn** at **3817 N. Main Street Road**, asked the Board to reduce the **number of inspections** for the Mindful Café and the 9 motel units still requiring Certificates of Occupancy. The Board agreed to charge Ms. Tullis only the fees the City of Carl Junction invoiced Airport Drive for inspections. The sign permit application for Enlight Inn was discussed. The application had been provided to Attorney Brown and Engineer Norton prior to the meeting. Attorney Brown and the Board stated they had no objections to the application. Ms. Tullis hoped to open the business in January 2017.

COUNCIL BILLS

Council Bill 13-16 to adopt and enact a new **Chapter 210, Offenses of the Code of Ordinances** due to the passage of Senate Bill 491 and House Bill 13671 was discussed. The Board approved the first reading of Council Bill 13-16 by title only during the November 22, 2016 meeting. Trustee Rains motioned to have the second reading of Council Bill 13-16 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 13-16 by title only. Trustee Rains motioned to approve the second reading of Council Bill 13-16 by title only and adopt Ordinance 13-16. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Ordinance 13-16 was adopted.

A council bill to amend **Chapter 205, Animal Regulations** and to repeal **Section 205.040 Vicious Dogs Prohibited**, was discussed. The Trustees didn't received the council bill until meeting time,

Attorney Brown suggested waiting until the January 26, 2017 meeting for further discussions.

PUBLIC HEARING

Structures at 5883 Wall Street, owned by Anette Ohman, were discussed. All Trustees were in agreement to hold a Public Hearing for the demolition and removal of all structures on the property. The Village of Airport Drive has Records for the Hearing that include:

Chapter 505 Dangerous Buildings, Section 505.020 Dangerous Buildings Defined, Section 505.030 Dangerous Buildings Declared Nuisance.

A Notice and Order Letter was mailed to Anette Ohman and Martha Rabe, dated September 29, 2016, to notify owners that structures had been determined to be in violation of Sections 505.020 and 505.030 of the Village Code. Building Inspector Bud Rogers gave notice that demolition of the structures must commence within 10 days, otherwise he would file a complaint with the Building Commissioner and a hearing would be scheduled before the Board of Trustees.

On October 8, 2016 Inspector Bud Rogers filed an Incident Report with the following comments: Martha Rabe had no financial interest in the property. Mr. Rogers met with Mrs. Ohman at 5883 Wall Street to discuss the structures. Mr. Rogers stated the former grooming building and a detached garage could be repaired, and listed the requirements to bring the buildings into compliance with the Code. Mr. Rogers agreed to seek the Village Chairman's approval to grant an additional 45 days for demolition and possible repair work.

In a letter dated November 15, 2016 to Airport Drive Board of Trustees, Mr. Rogers reported on a conversation with Mrs. Ohman regarding her attempt to contract with Mark and Sandra Thornton to repair the building used for grooming. Mr. Rogers recommended an additional 45 days due to Mrs. Ohman living out of the state and making an allowance for weather, with the understanding no additional extensions would be allowed. Mr. and Mrs. Thornton had made no attempt to contact Mr. Rogers or the Village Office. The Board of Trustees did grant the additional 45 days at the November 22, 2016 meeting.

Attorney Chuck Brown mailed a letter to Anette Ohman on December 1, 2016. The letter included a Demolish Agreement to be signed and returned to Attorney Brown no later than December 15, 2016. As of meeting time, December 22, 2016, Mr. Brown had not received the signed agreement and had not been contacted by Mrs. Ohman.

In accordance to Section 505.070, the Chairman of the Board shall act as Building Commissioner. Chairman Jim Paul determined all structures were dangerous and should be demolished and removed within 30 days. If the structures are not demolished and removed within 30 days of the notice, the Village of Airport Drive will contract to have the structures demolished and removed, the costs of said procedures will be applied to the property in accordance to the Code of the Village of Airport Drive.

OTHER BUSINESS

Fountain Estates Plat 3 Drainage was discussed. Trustee Rains motioned to accept Olsson Associate's Alternate #2 submitted at the November 22, 2016 Trustees Meeting, construction sub total \$34,879.00, grand total \$44,269.50, and to be paid from the Capital Improvement Fund. Trustee Thompson seconded the motion. Motion passed unanimously.

Winners of the **Tabor Woods Christmas Lighting Contest** were: First Place received \$75.00 – Daniel Wade, 6495 Park Circle. Second Place received \$50.00 – Leroy Farley, 6478 Park Circle. Third Place received \$25.00 – Tamera Ponce, 6759 Park Circle. Prize money was supplied by an anonymous Tabor Woods resident.

Marvin and Debie Heckart submitted a list of **additional street signs** needed due to theft and/or damaged in accidents. Trustee Rains motioned to purchase ten North Main Street Road signs, four Fountain Road signs and one each of the 32 signs listed. Trustee Thompson seconded the motion. Motion passed unanimously.

Additional Street Lights for Fountain Estates were discussed. Trustee Rains motioned to approve the additional street lights with an estimated monthly cost of \$103.58. Trustee Myers seconded the motion. Motion passed unanimously.

Due to a mistake in the type of flooring requested, **4 State Floor Coverings** increased their bid to \$8251.98 from the Board approved amount of \$6044.59. Deputy Clerk Thomas had contacted other flooring stores to submit bids for the project, no other bids were submitted at meeting time. Trustee Thompson motioned to approve the bid of \$8251.98. Trustee Rains seconded the motion. Motion passed unanimously.

A **Notice of Terrorism Insurance Coverage** was received from Connell Insurance with the annual premium invoice. The additional cost would be \$169.00 per year. Due to the stipulations attached to the insurance, Trustee Rains motioned to not purchase the Terrorism Coverage. Trustee Bozung seconded the motion. Motion passed unanimously.

Engineer Jerald Norton presented the **Master Agreements from Olsson Associates**. There was no change in hourly rates, all amounts listed were included in the Budget for 2017, essentially a name change from Tri-State Engineering to Olsson Associates. The contracts were a Master Agreement for Professional Services, TO (Task Order) 17-01 General Fund On-Call Engineering Services with total estimated fees of \$11,700.00, TO 17-02 On-Call Development Plan Reviews with total estimated fees of \$9,200.00 for the Briarwood Subdivision, TO 17-03 Street Fund On-Call Engineering Services with total estimated fees of \$4,000.00, TO 17-04 Fountain Estates Storm Drainage with total estimated fees of \$11,600.00, TO 17-05 Sewer Fund On-Call Engineering Services with total estimated fees of \$10,300.00, TO 17-06 Sanitary Sewer System Manhole Rehabilitation Phase 1 with total estimated fees of \$15,600.00. Trustee Rains motioned to accept the Master Agreement and all Task Order agreements. Trustee Thompson seconded the motion. Motion passed unanimously.

Martha Jane Liles, 6502 N. Main Street Road, had submitted an application for a **Lot Split** to divide her 10.39 acre tract of land into three tracts. Attorney Brown reported the Code allows for Lot Splits to build two houses without having to meet subdivision requirements. There would need to be sewer and utility easements across Tract #2 for Tract #1 added to the surveyed drawing. Trustee Rains motioned to allow the Lot Split with provisions for easements added to Tract #2. Trustee Thompson seconded the motion. Motion passed unanimously.

CLERK'S REPORT

The Board of Adjustment met at 6:00 p.m. on December 22, 2016 on a request from Christine Baird for a Special Use Permit for the operation of a daycare/preschool located at 5601 N. Main Street Road. Stone Village Children's Center was the former business at that location. The Special Use Permit was approved unanimously.

Leaf Pickup was performed by Carl Junction on December 7th and 13th, no comments or complaints were received by the office.

DB Lawn Master mowed and mulched leaves at the Municipal Building on December 21st.

The contribution rate for Lagers effective January 1, 2017 will be 10%. The rate for 2016 was 12.90%.

Missouri Municipal League's 47th Annual Legislative Conference would be held February 14 and 15, 2017 at the Capital Plaza Hotel in Jefferson City.

Airport Drive had issued 36 Business Licenses to merchants and four Contractors Licenses for 2017.

Trustees David Bozung and Terry Myers had filed for Candidacy for the April 4, 2017 election.

Trustee Rains motioned to approved Clerk Hirshey's request for a vacation day on December 29, 2016 and Deputy Clerk Marilyn Thomas' request for vacation days on December 27 and 30, 2016 and January 13, 16, and 17, 2017. Trustee Myers seconded the motion. Motion passed unanimously.

Christmas gifts for the staff were discussed. Trustee Rains motioned to give Clerk Hirshey and Sgt. Roughton gift cards in the amount of \$200.00 and Deputy Clerk Thomas and Deputy Soole gift cards in the amount of \$150.00. Trustee Thompson seconded the motion. Motion passed unanimously.

The Chairman's Signature was required on documents in the Green Folder.

Papers in Gray Folder included items for information and possible discussion.

REMINDERS

Office would be closed Friday, December 23rd and Monday, December 26th for Christmas and Thursday, January 2, 2017 for New Year's Day.

Filing for Candidacy for Trustee for the April 4, 2017 Election began at 8:00 a.m. on Tuesday, December 13, 2016 and will end at 5:00 p.m. on Tuesday, January 17, 2017.

The next Board of Trustee Work Session and Regular Meeting will be Thursday, January 26, 2017 at 6:30 p.m. and 7:00 p.m. respectively.

ADJOURNMENT

Trustee Rains motioned to adjourn meeting. Trustee Thompson seconded the motion. Motion passed unanimously. Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Sue Hirshey
Village Clerk