

**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 July 28, 2016 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 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 June 23, 2016 having been previously provided to the Board of Trustees, were discussed. Trustee Rains motioned to approve the minutes previously provided. Trustee Bozung 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, Report of Certificates of Deposits, Receipts for CD Interest Received, Recap of Sales Tax Year to Date, Open Building Permits in Process, Open Variance/Zoning Deposits, and Carl Junction Sewer Costs Worksheet. Trustee Rains motioned to approve the Treasurer's Report and to pay the bills. Trustee Thompson seconded the motion. Motion passed unanimously.

**PETITIONS AND COMPLAINTS**

**Steve Lawver**, City Administrator for Carl Junction, spoke with the Trustees regarding the proposed Memorandum of Understanding, an agreement for Carl Junction Building Inspectors to perform **building and electrical inspections** for Airport Drive. Mr. Lawver introduced Building Inspector **Bud Rogers** and the backup Inspector **John Ukena** to the Trustees. Carl Junction will begin performing inspections on August 1, 2016. Mr. Lawver noted that to work in Carl Junction contractors must purchase a Carl Junction Business License. Contractors must provide verification of insurance, general liability and Workman's Comp (if applicable) listing Carl Junction as a certificate holder. Trustee Rains motioned to require contractors working in Airport Drive to provide proof of General Liability Insurance with Airport Drive named as a certificate holder and Workman's Comp Insurance if applicable, and to purchase a **Business License, \$100.00** for the General Contractor License and **\$75.00** for Sub-Contractors. Trustee Thompson seconded the motion. Motion passed unanimously.

**Debie Heckart** reported on replacement of the **street signs**. Replacement signs were ordered to meet 2018 requirements, but no extra signs were ordered. Mrs. Heckart asked about ordering extra signs to replace signs destroyed or missing from accidents. Trustee Rains suggested Mrs. Heckart make a list of most replaced signs for Board consideration. Mr. Lawver noted Carl Junction purchased their street signs from Barco Products.

### **ENGINEER REPORT**

**STREET MAINTENANCE PROGRAM BID PACKAGE** – Engineer Norton was preparing a bid packet for street maintenance, seeking prices for typical repairs. Mr. Norton preferred to wait to resurface roads in Fountain Estates until after the subdivision construction.

**ELM STREET DRAINAGE** – Mr. Norton provided the Board with plans for the Joplin Training Facility under construction on Highway 171, east of Elm Street; showed detention areas and water drainage. Water from the training center should not be an issue for Elm Street residents. Trustee Paul had shared the information with resident Joe Grizzle.

### **ATTORNEY REPORT**

**City Court** had 20 cases, eight to ten people and went well. Attorney Brown sent Clerk Hirshey Certification by Municipal Judge John Nicholas that the Court complies with the mandates according to 2016's Senate Bill 572 and 2015's Senate Bill 8. Mr. Brown reported no action was needed for a lot split for 25532 Tabor Main Road. Mr. Brown prepared three council bills. 1.) Re-adopt the Conflict of Interest Ordinance, to be done every two years. 2.) Amend the sewer charge rates by a 3% increase for residents and commercial users. 3.) Amend the Building Code to adopt the same Codes utilized by the City of Carl Junction.

### **COUNCIL BILLS**

Council Bill 07-16 to amend Article II of Chapter 135, Procurement, Conflict of Interest was discussed. Trustee Rains motioned to have the first reading of Council Bill 07-16 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 07-16 by title only. Trustee Rains motioned to approve the first reading of Council Bill 07-16 by title only and have the second reading of Council Bill 07-16 by title only. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 07-16 by title only. Trustee Rains motioned to approve the second and final reading of Council Bill 07-16 by title only and adopt Ordinance 07-16. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Ordinance 07-16 was adopted.

A council bill to amend Code Section 705.040, User Charge Rates, and establishing an effective date and new rate structure for residential, commercial and out of town users was discussed. Trustee Myers motioned to have the first reading of Council Bill 08-16 by title only. Trustee Rains seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 08-16 by title only. Trustee Myers motioned to approve the first reading of Council Bill 08-16 by title only and have the second reading of Council Bill 08-16 by title only. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 08-16 by title only. Trustee Myers motioned to approve the second and final reading of Council Bill 08-16 by title only and adopt Ordinance 08-16. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Ordinance 08-16 was adopted.

A council bill to repeal Chapter 500 Building Regulations and enact a new Chapter 500, to adopt the same Codes used by the City of Carl Junction was discussed. Trustee Rains motioned to have the first reading of Council Bill 09-16 by title only. Trustee Myers seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill 09-16 by title only. Trustee Rains motioned to approve the first reading of Council Bill 09-16 by title only and have the second reading of Council Bill 09-16 by title only. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Attorney Brown read Council Bill

09-16 by title only. Trustee Rains motioned to approve the second and final reading of Council Bill 09-16 by title only and adopt Ordinance 09-16. Trustee Thompson seconded the motion. Paul; yea, Myers; yea, Bozung; yea, Rains; yea, Thompson; yea. Ordinance 09-16 was adopted.

Attorney Brown explained the Memorandum of Understanding between the City of Carl Junction and the Village of Airport Drive was appropriate and advised the Board to accept. Trustee Rains motioned to accept the terms of the Memorandum of Understanding, to have the City of Carl Junction perform the building inspections for the Village of Airport Drive. Trustee Bozung seconded the motion. Motion passed unanimously.

### **OTHER BUSINESS**

A letter requesting interest rates for a \$206,390.90 Certificate of Deposit for varying terms was sent to Community Bank and Trust, Southwest Missouri Bank, Commerce Bank, Pinnacle Bank, United Missouri Bank, US Bank, Great Southern, and Hometown Bank. Bids were received from Commerce Bank, Pinnacle Bank, and SMB. CBT and Hometown Bank gave verbal quotes to the Clerk prior to the meeting. Trustee Bozung motioned to accept Hometown Bank's Special of 1% for a 20 month term; if that wasn't available, to accept Commerce Bank's bid of .69% for 24 months. Trustee Rains seconded the motion. Motion passed unanimously.

As required by the Code, **2012 Editions of the International Building Code Books** would need to be purchased. Building Inspector Bud Rogers listed the merits of becoming a member of the International Code Council. Trustee Rains motioned join ICC and purchase the 2012 Editions of the International Building Code, International Residential Code, International Mechanical Code, International Plumbing Code, International Property Maintenance Code, National Fire Protection 58 Liq. Petroleum Gas, and the 2011 National Electrical Code to use the same as Carl Junction. Trustee Thompson seconded the motion. Motion passed unanimously.

Two vacant properties were discussed. Two Airport Drive residents had verbally commented on the state of disrepair of the structures at **5883 N Wall Street** and **25153 Marion Avenue**. Trustee Rains stated no action would be taken without a written complaint.

Water drainage issues in Fountain Estates were discussed. Trustee Thompson will speak with Cottrell Court property owner Seth Reineke regarding the use of his property to build a swale to attempt to flow water away from Birch Drive properties.

Missouri Department of Transportation Partnership Development was offering matching grants for street projects. Projects would have to cost at least \$100,000.00 to be eligible. The entrance to Wall Street from Highway 171 was mentioned as a project. The Board decided against pursuing the grant.

Trustee Rains stated Airport Drive's Sales Tax was to lowest rate compared to nearby cities and felt raising the rate could help fund projects such as upgrade streets and/or sewer maintenance. Attorney Brown cautioned against stacking taxes, taxes would have to be raised for certain use such as transportation or public safety. Trustee Bozung stated the lower tax rate gives Airport Drive businesses an edge up and attracted businesses locate inside the Village. Attorney Brown would bring back options to the August meeting.

### **CLERK'S REPORT**

A comparison of Sales Tax collected in the second quarter of 2016 to the second quarter of 2015 was provided to the Trustees.

College Station/Daylight Donuts sold in January of 2016. The new owner reported sales for the month of January 2016 to the Department of Revenue, but didn't report sales for February, March, April and May 2016. Attorney Brown promised to send a letter to the new owner.

A Special Tax Bill was prepared for Adam Murphy, owner of Fountain Estates Plat 3 Lot 12, for non-payment of an invoice for mowing and postage fees. Payment was received on July 8<sup>th</sup>, before STB was signed by the Chairman. The payment was accepted and Mr. Murphy was notified that \$75.00 was due for Attorney's fees for preparation of the STB.

Section 205.020 of the Village Code instructed residents to vaccinate dogs and cats against rabies, and to present certification of vaccination to the Village Clerk, and receive a tag. Attorney Brown agreed to prepare a council bill to amend the Code for the August meeting.

Auditor Gene Mense was scheduled to perform the six month audit on Wednesday, August 3<sup>rd</sup>.

The next Newsletter was nearly complete, awaiting to confirm fees and beginning date for sewer rate change and building inspection details.

The LAGERS Employer Contribution Rate would change on January 1, 2017 from 12.9 % to 10.0 %.

MML Annual Conference was scheduled for September 11<sup>th</sup> thru 14<sup>th</sup>. Costs: Registration and provided meals - \$421.00 (Early Bird price expires August 12<sup>th</sup>), Saturday and Sunday MOCCFOA Sessions - \$205.00, Hotel Room - \$125.00 per night or \$62.50 per night to share a room with Carterville Clerk. Trustee Rains motioned to send Clerk Hirshey to the MML Conference and the Clerk Classes on Saturday and Sunday, Village to pay for classes, the conference, lodging and travel expenses. Trustee Thompson seconded the motion. Motion passes unanimously. Clerk Thomas will work 8 am to 5 pm, to keep the office open regular hours.

According to Leslie Jones with MODOT, starting August 1st, Highway 43 north of the roundabout will be chip and sealed and to the south will be overlaid with asphalt to Murphy Boulevard afterward.

The Chairman Signature was needed on documents in the Green Folder.

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

### **REMINDERS**

The Municipal Building will be used for a Primary Election, Tuesday, August 2<sup>nd</sup>. Board of Trustee Work Session and Regular Meetings, August 25, 2016, 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 8:38 p.m.

Respectfully Submitted,

Sue Hirshey  
Village Clerk