

**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 23, 2015 at the Village Municipal Building.

Chairman Paul Surgi called the Board of Trustees to order at 7:03 p.m. Members present were Franklin Stine, David Bozung, Terry Myers, and James Paul. Village Clerk Sue Hirshey was present to take the minutes. Deputy Village Clerk Marilyn Thomas, Village Engineer Jerald Norton, Sergeant Melissa Roughton and Jasper County Deputy Paul Soole were also present. All present gave the Pledge of Allegiance to the Flag of the United States of America. Clerk Hirshey gave the invocation. Attorney Chuck Brown arrived at 7:09 p.m.

MINUTES

Minutes of the Board of Trustees meeting held on June 25, 2015 having been previously provided to the Board of Trustees, were discussed. Trustee Paul motioned to approve the minutes previously provided. Trustee Stine 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, and Open Variance/Zoning Deposits. Trustee Stine motioned to approve the Treasurers report and to pay the bills. Trustee Myers seconded the motion. Motion passed unanimously.

PETITIONS AND COMPLAINTS

Gary Jackson with Sonic at Stone's Corner, submitted a Sign Permit Application to replace the 36 foot tall current sign, with a new sign 20 foot tall. The sign would also include three electronic message boards, one facing each Highway, 43 and 171, and one facing the roundabout. Attorney Brown saw no problem with the request. Trustee Surgi instructed Clerk Hirshey to issue permit for the new sign.

ATTORNEY REPORT

Attorney Brown reported a very busy month for court, a drug charge pled out, and shoplifting at Harp's resulted in one pled out and one no show. He also informed the Board a June 18th Supreme Court ruling which may necessitate changes to the Village Code for signage, will follow up next month.

Four council bills and one resolution were outlined. Tackling drought issues and allowing the Chairman to declare emergency procedures were deliberated. Trustees instructed Attorney Brown to modify the ordinance regarding emergency procedures to appoint the Chairman and Chairman ProTem as contacts, and to remove restrictions for burning and water use. The council bill to be modified for the next meeting.

Resolution 01-15, a list authorized **emergency contacts** for the Village, was discussed. Trustee Stine motioned to have the first and only reading of Resolution 01-15 by title only. Trustee Paul seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Attorney Brown read Resolution 01-15 by title only. Trustee Stine motioned to approve the first and only reading of Resolution 01-15 and adopt Resolution 01-15. Trustee Paul seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Resolution 01-15 was adopted.

A council bill amending the sign code was discussed. **Casey's General Stores** had requested a sign permit for signage on their canopy. Attorney Brown advised the change would modify signage options in areas zoned C-2, C-3 and C-4. The Board opted not to amend the Sign Code. Trustee Surgi directed Clerk Hirshey to advise Casey's to request a variance from the Board of Adjustment.

Council Bill 15-15 amending section 700.050, Use of Public Sewers, requiring annual **certification** of operation of grease, oil, and sand **interceptors** as a condition for issuance of a business license was discussed. Trustee Stine motioned to have the first reading of Council Bill 15-15 by title only. Trustee Bozung seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Attorney Brown read Council Bill 15-15 by title only. Trustee Stine motioned to approve the first reading of Council Bill 15-15 by title only and have the second reading of Council Bill 15-15 by title only. Trustee Paul seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Attorney Brown read Council Bill 15-15 by title only. Trustee Stine motioned to approve the second and final reading of Council Bill 15-15 by title only and adopt Ordinance 15-15. Trustee Myers seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Ordinance 15-15 was adopted.

Council Bill 16-15 to approve the **Fourteenth Addendum** to the service contract between the City of Carl Junction and the Village of Airport Drive was discussed. Trustee Stine motioned to have the first reading of Council Bill 16-15 by title only. Trustee Myers seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Attorney Brown read Council Bill 16-15 by title only. Trustee Stine motioned to approve the first reading of Council Bill 16-15 by title only and have the second reading of Council Bill 16-15 by title only. Trustee Myers seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Attorney Brown read Council Bill 16-15 by title only. Trustee Stine motioned to approve the second and final reading of Council Bill 16-15 by title only and adopt Ordinance 16-15. Trustee Myers seconded the motion. Surgi; yea, Paul; yea, Stine; yea, Bozung; yea, Myers; yea. Ordinance 16-15 was adopted.

OTHER BUSINESS

The Trustees discussed two matured **Certificate of Deposits** with Community Bank and Trust. Trustee Paul suggested moving the CDs to Southwest Missouri Bank for 60 month terms, watching interest rates, and if interest rates did rise, cash out early to reinvest. Trustee Stine motioned to move the two matured Certificates of Deposit to SMB, for 60 month terms earning 1% interest. Trustee Paul seconded the motion. Motion passed unanimously. The Trustees instructed Clerk Hirshey to prepare a Bank Bid Packet.

Clerk Hirshey reported on the options available to **email bills** to the sewer customers in the Village. Clerks could directly email copies of the bills or USTI, the current software used for accounting, could email bills to customers and set up ability for the Village to accept payments by **credit cards**. The Trustees instructed the clerks to take a poll on the website of the number of customers that would take advantage of the emailing option.

Engineer Norton described **Task Order SM 15-02**, a proposal from Asbell Excavation and Trucking to install rebar across five **curb inlets** with openings of 8" to 12" in Fountain Estates for \$750.00. Trustee Stine motioned to accept Asbell's bid of \$750.00. Trustee Paul seconded the motion. Motion passed unanimously.

Engineer Norton presented **Task Order 15-04**, to update the existing **Village maps** for Corporate Limits, Zoning, Sewer System, Storm Water Drainage System, Street Lights, Street

Signs, and Street Addresses; estimating the engineering fees to be approximately \$8500.00. The last updates to the maps were performed in 2006. Trustee Stine motioned to allow the updates. Trustee Paul seconded the motion. Motion passed unanimously.

Task Order 15-05, to update the existing **Sewer System Operation and Maintenance Manual**, was discussed. The estimated cost was \$6000.00. Trustee Bozung suggested waiting until later in the year to do this project. Engineer Norton explained the benefits to the Village and the City of Carl Junction to complete this project. The Trustees tabled the project.

Task Order 15-06 for the **Sewer System Inflow and Infiltration Study Phase 1**, to locate existing sanitary sewer system manholes using GPS equipment, was discussed. The estimated cost was \$25,000.00. Engineer Norton explained contractors would require GPS coordinates to establish location of lines and services. This would be a two man project, to get GPS coordinates, measure depths, verify line directions, check the seals and stencil manhole lids with numbers. Trustee Stine motioned to have work performed. Trustee Stine withdrew his motion due to the lack of a second motion.

CLERK'S REPORT

Storm shelter installation was complete and meet Board's approval.

Enviroline reported the spare pump had been repaired and will deliver when they have a call in the area.

Jasper County Sheriff's Office credited 160 hours of Sgt. Roughton's pay, bringing the total due for the July bill down to \$4543.41.

New copier/printer/fax from Lakeland installed and was working well. Board instructed clerks to discard old fax machine.

In the worksheet for Jasper County Hazard Mitigation Plan, in 2010 the Village reported the completion of a project to add electric generators to the lift stations and municipal building.

Inventoried contents of the safety deposit boxes at CBT with Trustee Stine. The (5) CDs, deeds to 25150 Demott Drive and 5910 Wall Street are in one; and the other is empty, it was used to keep the computer backup external drive that was done daily. SNC2 currently does the back up and off site storage.

According to a resident, Oak tree in the back lot of municipal building hangs over road too much, fills his whistles and yard with leaves.

2015 MML Annual Conference will be in Kansas City on September 20-23, 2015. Registration fee is \$400.00 per person, \$300.00 for conference and \$100.00 for Sunday Master Academy/Athenian Dialogue. Trustee Stine motioned to send Clerk Hirshey to conference. Trustee Bozung seconded the motion. Motion passed unanimously.

The Village didn't have a credit card for travel expenses, online purchases, educational information and training. Trustees instructed Clerk Hirshey to apply for a credit card at Southwest Missouri Bank.

Notice of Code Violation letters sent to Karen Oheim (Substandard Structure); Cummings Real Estate, Alex Winans, Heritage Bank, and Liebling (Weeds and/or Brush). Trustee Bozung motioned to have the building inspected by Ken Ansley, Building Inspector, to declare the

structure a nuisance and condemn the structure to be demolished. Trustee Paul seconded the motion. Motion passed unanimously. Trustees asked Clerk Hirshey to send a Code Violation Letter to the Minors for uncut grass and downed trees.

Gene Mense will start the six month audit on August 4, 2015.

Deputy Clerk Marilyn Thomas requested a vacation day on August 3, 2015. Trustee Bozung motioned to approve the vacation day. Trustee Paul seconded the motion. Motion passed unanimously.

Discussion of two bicycles in the shed. Attorney Brown told Clerk Hirshey to request bids in the next newsletter, to be opened at the following meeting.

Chairman Signature was required on documents in Green Folder. Communications: Items in Gray Folder for information and possible discussion was available.

REMINDERS

Board of Trustee Work Session and Regular Meetings, August 27, 2015, at 6:30 p.m. and 7:00 p.m. respectively. Chairman Surgi advised the Board he would be absent.

ADJOURNMENT

Trustee Paul motioned to adjourn meeting. Trustee Bozung seconded the motion. Motion passed unanimously. Meeting adjourned at 9:05 p.m.

Respectfully Submitted,

Sue Hirshey
Village Clerk