

# UNAPPROVED MINUTES

## THE RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY CITY OF CHETOPA, KANSAS

July 21, 2015

The Chetopa City Council met in regular session on Tuesday, July 21, 2015 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ron Wood.

PRESENT: Council Members/Gary W. Bryant, Terry Robison, Geraldine Castle, Jim Cooper, Carthen Nash and Linda Seaman.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh, Zach Lawellin, Roberta Carter and Ruth Miller.

Mayor Wood called the meeting to order and asked Robison to open the meeting with prayer.

The clerk requested the following items be added to the agenda: Alley Cleanup discussion with Carter and Miller, Building discussion with Lawellin, Probation Discussion, Water Plant Training Request, Employee Appointment Discussion and Swap meet.

Motion by Robison, second by Nash to approve the agenda with the addition of the clerk's request. Motion carried.

Castle noted correction needed on page 3 of unapproved minutes: 1<sup>st</sup> line under Sanitation Code Revision should read once a week not once a day.

Motion by Cooper, second by Castle to approve the Minutes from the last regular meeting with the correction. Motion carried.

Motion by Nash, second by Seaman to approve the Municipal Court Report. Motion carried.

Motion by Castle, second by Nash to approve the Treasurer's Reports. Motion carried.

Motion by Nash, second by Cooper to approve the Warrant Register. Motion carried.

### **APPROPRIATION ORDINANCE # 3490** as follows:

Payroll Funds	\$ 28899.50
Other Funds	<u>143439.71</u>
Total of all funds	\$172339.21

### **VISITORS**

**Roberta Carter and Ruth Miller** were present to discuss the alley between their residences. It is grown up and there is a large tree that if it falls, will possibly cause damage to both houses. Miller reported that she has already had two trees fall on her property causing damage. Both parties want to get the alley closed and the clerk explained the process of closing an alley. Discussion followed.

# UNAPPROVED MINUTES

Motion by Castle, second by Cooper to share the cost 1/3 with Miller and Carter to clean the alley and cut the tree and allow the petition to close the alley. Motion carried. (Carter and Miller left).

**Zach Lawellin** approached the council about doing a lease purchase on the old city barn/police station that he is currently renting a portion of. Lawellin suggested \$200 a month for 10 years and allowing the city to continue to store equipment, stockpile rock and leave the oil tank. Several council members voiced their opposition to leaving the oil tank and wanted it moved to the city complex. The clerk informed the council that the city would lose the tax exemption status of the property. Lawellin would be required to pay the taxes and insurance on the property. Discussion followed.

Motion by Cooper, second by Seaman to table action on the sale of the property until Lawellin can get more information on the taxes and insurance. Motion carried.

## **PROBATION DISCUSSION**

The following employee's probationary status is either up or soon to be: Jason Dugan as City Supervisor on 7/14; Jacob Scales as City Helper on 7/20 and Jason Donfris as Police Officer on 7/29.

Motion by Cooper, second by Nash to remove Dugan from probation. Motion carried.

Motion by Nash, second by Seaman to remove Scales from probation. Motion carried.

Bryant voted no.

Motion by Nash, second by Castle to remove Donfris from probation effective July 29<sup>th</sup>. Motion carried. Bryant voted no.

## **WATER PLANT TRAINING**

Caleb Scales, Water Plant Leadman requested permission to send Paul Trinkle to a Water System Workshop in Independence on August 13<sup>th</sup>. This will provide 5 hours of credit towards his water operator certification renewal. Motion by Cooper, second by Nash to approve the training for Trinkle. Motion carried.

Mayor Wood discussed the cleaning of the bathroom in Veterans Park. The water plant is responsible for the cleaning, but the woman's restroom is closed because the toilet isn't working and it had been asked for Dugan fix it and clean it. Discussion followed.

Motion by Bryant, second by Robison to have the water plant clean up the restroom. Motion carried.

Motion by Cooper, second by Nash if the cost of a stainless steel toilet does not exceed three times the cost of a standard toilet, replace the broken toilet with stainless. Motion carried.

## **EMPLOYEE APPOINTMENTS**

The clerk had researched what would be needed to do away with appointments for all city employees and had discovered that when the new code was adopted, it called for appointing only the municipal judge, city attorney, chief of police, city treasurer, city clerk and may appoint police officers and such other officers as deemed necessary. All other employees are hired by the mayor with the consent of the council. All council members approved of the appointments as set out by the city code book.

# UNAPPROVED MINUTES

## SWAP MEET

The clerk had been asked if the city had considered setting up a swap meet. After discussion, the council was in agreement that if someone wanted to start one, they could.

## MAYOR, COUNCIL & EMPLOYEE MISC.

**Mayor Wood** reported that he had received a donation check from the Oswego Lions Club for the Fire Department for the 4<sup>th</sup> of July fireworks. This check was given to the clerk to pass on to the fire department.

**Mayor Wood** discussed the cleanup of the properties on the 900 block of Plum. The deadline for the residents to have it cleaned up was July 20<sup>th</sup> and the city crews were to start on July 21<sup>st</sup> but crews were busy with getting the flow testing done on the fire hydrants for the ISO audit Friday. It was requested to check with the department heads one last time to search their buildings for the case and flow meter that had been purchased years ago and the clerk will send out a memo to all department heads to do this. Discussion turned back to the cleanup on the properties. A lot of work had been done on the property and the owners had asked permission to burn the piles of brush. After discussion the following motion was made.

Motion by Bryant, second by Seaman to continue with the nuisance cleanup and have city crews start the cleanup tomorrow, July 22, 2015. Motion carried. Bryant, Seaman and Castle voted yes; Nash, Cooper and Robison voted no. Mayor voted yes to break the tie.

**Castle** discussed the overpopulation of cats in the community and the wall falling in at the river. No action was taken after discussion.

**Nash** questioned why we weren't running red diesel in the equipment. This will be checked into more.

**Crumrine** reported that she had ordered the STO and UPOC books and will present an ordinance to incorporate both at the next available meeting after the books are received. The old pool vacuum that had just been repaired had already quit working. Follow up calls have been made on both the pool vacuum and the diving board that was damaged when received. The city had received notification that Chetopa was awarded funding to build a community storm shelter.

**Attorney Dosh** discussed the easement on the water intake project for the Riverside Sporting Goods.

**Nash** asked about the RV Dump Station by the Riverside Sporting Goods and an update was given by the mayor.

**Castle** asked for consideration of all North/South alleys being closed as revenue was being lost by property owners using the alleys. This will be placed on the next meeting's agenda.

**Police Chief Feagan** had been approached about allowing an inflatable water amusement in Veterans Park for a welcome home party on August 2. Discussion followed.

Motion by Bryant, second by Cooper to tell them no on having the water amusement in Veterans Park, but they could set it up in the East River. Motion carried.

**Police Chief Feagan** discussed changing from US Cellular to a Verizon phone plan and discussed two options.

# UNAPPROVED MINUTES

Motion by Cooper, second by Bryant to allow Feagan to go with the Verizon Option 1 at \$48.07 per line and offer this to employees. Motion was amended after discussion, motion by Cooper, second by Bryant to allow Feagan to go with the Verizon Option 1 at \$48.07 per line and offer this to employees and any eligible family members through payroll deduction. Motion carried.

Motion by Cooper, second by Nash to allow the purchase of higher grade phones through the Verizon plan to be paid for through payroll deduction. Motion carried.

Chief Feagan reported that Tim Gilliland will be working the day shift and he is scheduled for the academy from November 3, 2015 to March 18, 2016 and he reminded the council that Gilliland will be unable to work when he is home on weekends.

## **SANITATION ORDINANCE**

The revised ordinance to incorporate the poly carts and once a week trash pickup was presented for approval. Also discussed was renting a dumpster for bigger items and what would be done if residents do not abide by the regulations set forth in the ordinance. This will be decided at a later date.

Motion by Nash, second by Robison to adopt Ordinance No. 879. Motion carried.

**ORDINANCE NO. 879/AN ORDINANCE AMENDING CHAPTER XV, ARTICLE 5, SECTIONS 15-504, 15-505, 15-510 AND 15-520 RELATING TO THE ESTABLISHMENT OF POLY CART USAGE, PROHIBITING THE COLLECTION OF CONSTRUCTION MATERIALS AND CHANGING RESIDENTIAL PICK UP TO ONCE WEEKLY.**

## **2016 BUDGET DISCUSSION**

The council asked for a work session for the 2016 Budget. The clerk updated the council on the Oak Hill Cemetery budget. A budget work session was scheduled for next Tuesday, July 28<sup>th</sup> at 6:30 p.m.

## **BUILDING PERMIT FEE DISCUSSION**

Larry Baer, Attorney with the League of Kansas Municipalities had responded to the clerk's question about the legal requirement of publishing a building permit request and he stated that there was no state statute requirement of publishing a building permit request, therefore the city could repeal the requirement of the publication in the local paper if desired.

Motion by Cooper, second by Nash to remove the publication requirement and use the Chetopa Resident on Facebook and the city website as notifications and continue with the \$10 application fee. Motion carried.

## **PARK HIBITATION DISCUSSION**

Discussion continued regarding the length of park stay. Reservations were also discussed and the council wished to continue with requiring all the park camping fees being collected up front for reservations for the total length of the stay.

## **CONDEMNATION NOTICE OF HEARING**

Resolution No. 2015-9 was presented that sets a hearing date of September 15, 2015 to discuss the repair or condemnation of building at 332 Maple St.

# UNAPPROVED MINUTES

Motion by Robison, second Seaman to approve Resolution No. 2015-9 for hearing on 332 Maple St. Motion carried.

## **CONDEMNATION RESOLUTIONS-REMOVAL OF STRUCTURES**

Four Resolutions were presented for adoptions for the removal of structures determined from the condemnation hearings from last meeting. Resolution No. 2015-5 gives owners until October 28, 2015 to remove and clean up property on 938 Elm St.; Resolution No. 2015-6 gives owners until October 28, 2015 to remove and clean up property on 518 S. 4<sup>th</sup> St., Resolution No. 2015-7 gives property owners until August 29, 2015 to remove and clean up property on 107 Maple St., and Resolution No. 2015-8 gives property owners until August 29, 2015 to remove and clean up property on 304 S. 13<sup>th</sup> St.

Motion by Cooper, second by Castle to adopt Resolutions No. 2015-5; 2015-6; 2015-7; and 2015-8 as presented. Motion carried.

## **BUILDING PERMIT**

Published without protest, John H. Woodson c/o Rose and/or Bobby Scott to build on a 4' x 6' porch with a 4' x 25' ramp at 1122 Locust in the City of Chetopa. Building Inspector Gary Bryant had approved the permit before he had to leave the meeting.

Motion by Seaman, second by Castle to approve the building permit. Motion carried.

## **FIRE/FLUSH HYDRANT FLUSHING**

A system and schedule for flushing water mains to insure water quality will be worked on with Water Plant Leadman Caleb Scales, City Supervisor Jason Dugan and Fire Chief Doug Moses.

## **KANSAS RURAL WATER ASSOCIATIONS**

The clerk presented an invoice in the amount of \$583.40 for membership dues with KRWA. The brochure outlining membership benefits was discussed.

Motion by Robison, second by Seaman to approve paying the membership dues. Motion carried.

## **FIRST RESPONDER 2<sup>ND</sup> QUARTER RUN PAY**

In the 2<sup>nd</sup> quarter of 2015 there were 28 runs for the first responders which totaled the run pay to \$560.00.

Motion by Cooper, second by Castle to approve the First Responder Run pay. Motion carried.

**Mayor Wood** passed around pictures of the City of Anthony's bulk water system for the council's information.

Motion by Cooper, second by Seaman to adjourn. Motion carried.

Seal

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Mayor

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City Clerk