

UNAPPROVED MINUTES

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

August 18, 2015

The Chetopa City Council met in regular session on Tuesday, August 18, 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, City Supervisor Jason Dugan, Jim Blundell, Michelle Feagan, Bobbi Williams, Zach Lawellin and Holly Powers.

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

The mayor added three items from resident Nancy Kepford and the clerk asked that water plant training, a vacation request and safety policy handbook review be added to the agenda.

Motion by Nash, second by Castle to approve the agenda with the additions by the mayor and clerk. Motion carried.

Motion by Bryant, second by Nash to approve the Minutes from the last regular meeting. Motion carried.

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

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

Mayor Wood noted that on the July overtime report there was an addition error.

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

APPROPRIATION ORDINANCE # 3492 as follows:

Payroll Funds	\$ 28288.85
Other Funds	<u>135238.26</u>
Total of all funds	\$163527.11

2016 BUDGET HEARING

The mayor opened the 2016 Budget Hearing. There was no one present to discuss the budget. The mayor questioned the language on the second page of the Accountants' Compilation Report and was told that it was in reference to the GAAP Waiver. Robison discussed looking for a different accounting firm next year as this accountant has been doing to audit/budget for a while.

Motion by Nash, second by Robison to look for a different accountant and get bids for next year's budget and audit. Discussion: Bryant asked to change motion to get quotes for next

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year's budget and audit. Motion was amended by Nash, second by Robison to get bids from firms for next year's budget and audit. Motion carried.

Motion by Bryant, second by Cooper to approve the 2016 Budget. Motion carried. Four copies of the budget were passed around for the governing body to sign.

VISITORS

Bobbi Williams, USD 505 Superintendent and USD 505 Board Vice-President Michelle Feagan were present to discuss the replacement of three glass panels located in the designated storm shelters at the school. Mayor Wood read the quote obtained from Doyle Glass Co in Parsons, KS. The quote to replace the three windows was \$8673.80 and Williams asked if the city could help with the cost of the windows. Discussion followed.

Motion by Bryant, second by Nash to wait until October to see where the city's finances were to look at helping out with the cost of the windows. Motion carried. (Williams & Feagan left)

Zach Lawellin presented the proposal to purchase the property at 113 S. 5th that he is presently renting. The offer is \$21,000 with Lawellin paying \$175 per month for ten years, with the city insuring the property and Lawellin reimbursing the insurance premium and it being written in the contract that in the event of a loss, the insurance claim payment would be split 50/50 between Lawellin and the city. There is some confusion on how the property would be taxed, so there was no documentation on the taxes, but Lawellin was agreeable to pay the property taxes. Discussion followed.

Motion by Castle, second by Bryant to sell the property to Lawellin based on his proposal. Motion carried.

Lawellin also asked about tearing down the building west in exchange for the fencing. This would allow for more parking at the community storm shelter that is being built there. This offer will be considered at a later date. (Lawellin left)

Holly Powers, Shafer, Kline & Warren discussed the Bendway weir that is being proposed for the water intake project. After the council reviewed the plans, there were questions regarding this project. After discussion, Powers reminded the council that the bid opening for this project is August 27th at 3:00 p.m. and SKW hopes to have all references, etc. checked for the city to award the project at the September 1, 2015 city council meeting. (Blundell and Powers left)

MAYOR, COUNCIL & EMPLOYEE MISC.

Mayor Wood asked when the office cross training reports will be given to the council and the clerk will have them for the next meeting. Nancy Kepford had discussed the East/West alley behind her home and wanted it graveled; voiced concerns about raw sewage in the alley by Richard Bentley, and a possible water leak at Mulberry Estate. City Supervisor Jason Dugan will check these complaints out.

Bryant discussed a person looking for a building and reported that David Carter might be interested in selling the old drug store building.

Robison reported that the old city building has changed hands as someone has filed a deed at the courthouse. The clerk will check into this, as condemnation proceedings have been

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started. Also discussed are the changes that will be needed to transition into the fall city elections.

Castle thanked Dugan for changing some of the lights not working, but there are still some that need to be repaired or light bulbs changed.

Cooper asked if Jerry Midgett could run the grader on the east/west alleys and also asked what the timeframe was for fixing the holes in the streets. Dugan reported that there are still four intersections left to repair and then he will schedule the streets. Robison asked if there is a street priority listing. Dugan will check into these repair items and look at the streets.

Nash reported that there is a hole in the brick sidewalk in front of the restaurant that Joel Riddle is working on. The sidewalk needs to be replaced and a handicap ramp at the end of the sidewalk needs installed. Dugan will look at the sidewalk and get quotes, if the city crews can't replace it.

Mayor Wood asked if Dugan had talked with the museum board about the concrete slab they wanted poured for a swing to be placed on in memory of Fannie Bassett. Dugan will get with them concerning this scheduling.

Caleb Scales requested permission to attend a Hach Company Training Seminar in Iola, KS on September 17th. This company provides much of the equipment used in the water plant.

Motion by Nash, second by Robison to allow Scales to attend the training. Motion carried.

Patty Wilkinson requested five days' vacation, September 4-11, 2015.

Motion by Cooper, second by Castle to approve the vacation request for Wilkinson. Motion carried.

The clerk reported that the fire truck tires had been paid for. A copy of the "Employee Safety Policies and Procedures Handbook"; the "Safety Committee Bylaws and Policy" and the "Safety Committee" portions of the City of Chetopa Safety Policies and Procedures Manual were given to the governing body for review.

Chief Feagan informed the council that Tim Gilliland was purchasing a house in Chetopa and had asked him about help with the utility deposit. It was suggested for Gilliland to get a letter of credit from his prior utility provider that would eliminate the utility deposit if it showed he had good credit with them. Feagan also discussed the use of the Special Law Enforcement fund for purchasing replacement radios as Motorola no longer supports the vehicle radios. These funds can be used for training and equipment purchases. Mayor Wood asked for an update on the wifi for the parks and it is scheduled to be activated next week.

City Supervisor Jason Dugan reported that the new sanitation truck should be here soon. Almost all the cameras have been wired up in the East River Park. Mayor Wood asked when the new trash truck would be put in service. Discussion followed concerning timeframes and an informational flyer that would be mailed to the residents concerning the poly carts and once a week trash pickup. Several areas that needed mowed and weedeated were discussed and a list will be given to Dugan.

MUNICIPAL WATER CONSERVATION PLAN REVIEW

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Robison questioned the target date on the Education Section regarding water conservation tips to be provided with the monthly water bills during the summer months. There were no other recommendations for the plan.

WASTE TIRE GRANT UPDATE

The clerk informed the council that the go ahead had been received from KDHE to order the benches and picnic tables made from waste tires. Josh Moore had been instructed to place the order and it was pointed out that one of the requirements of the grant was that proof of insurance was required on the benches and picnic tables.

ELM STREET LOT DISCUSSION

Mayor Wood discussed a person seeking a lot to build a home and suggested that the city offer the lots that are owned on Elm Street. Other available lots in town were also discussed.

BUILDING PERMIT

Posted without protest, Dennis Stapleton to build a 12' x 20' storage building at 803 Maple St., in the City of Chetopa.

Motion by Nash, second by Robison to approve the building permit. Motion carried.

CHETOPA CITY LIBRARY BOARD APPOINTMENT

A request was received from the Chetopa City Library Board for the mayor to appoint Taylene Inman to replace Charlotte Cooper on the library board.

Mayor Wood appointed Taylene Inman to the Chetopa City Library Board.

Motion by Cooper, second by Nash to confirm the appointment of Inman to the Library Board. Motion carried.

MUSEUM ROOF LEAK

The museum had reported that they have three leaks in the roof. The clerk was instructed to contact several contractors to get patching estimates. The mayor also reported that Patty Darnell had concerns regarding water that was leaking into her yard and it was found that it was from the museum air conditioner drain.

SPECIAL ASSESSMENT ORDINANCE

The clerk had checked with the county clerk and although the actual deadline to submit special assessment is August 25th, she will allow an extension for the city until the first meeting of September to file the ordinance.

Mayor Wood discussed the transfers from the electric fund and asked if the electric rates needed to be reviewed. No action was taken at this time.

Motion by Nash, second by Bryant to adjourn. Motion carried.

Seal

Mayor

City Clerk