

# UNAPPROVED MINUTES

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

September 1, 2015

The Chetopa City Council met in regular session on Tuesday, September 1, 2015 at 7:00 p.m., at City Hall.

**PRESIDING:** President of the Council Terry Robison in the absence of Mayor Ron Wood.

**PRESENT:** Council Members/Gary W. Bryant, Geraldine Castle, Jim Cooper and Linda Seaman. Carthen Nash was not present.

**ALSO PRESENT:** Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh, City Supervisor Jason Dugan, Dwight Sprouls and Holly Powers.

President of the Council Robison called the meeting to order and opened the meeting with prayer.

Motion by Bryant, second by Castle to approve the Minutes of the last regular meeting. Motion carried.

Motion by Cooper, second by Seaman to approve the Treasurer's Report. Motion carried.

Cooper questioned the payment to Berkley Risk and was told it was the balance of the \$500 deductible on the work comp injury to Kyle Darnell.

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

### **APPROPRIATION ORDINANCE # 3493** as follows:

Payroll Funds	\$29162.71
Other Funds	<u>36082.41</u>
Total of all funds	\$65245.12

### **WATER INTAKE BID DISCUSSION**

Holly Powers with Shafer, Kline & Warren presented their Contract Award Recommendation letter and based on the available information they recommended that the lowest bidder, Sprouls Construction, Inc. be awarded the contract. Several issues were addressed concerning the work that Sprouls had done on the lagoon project. USDA requested several items, so signing the Notice of Award would have to wait until USDA gives the notice to proceed with the award. Discussion followed.

Motion by Castle, second by Bryant to use CD's as collateral for the city's matching portion of the project from the bank. Motion carried.

Motion by Seaman, second by Bryant to follow the recommendation of SKW to award the contract to Sprouls and give the mayor authority after attorney review to sign the contract documents. Motion carried. An invoice from Shafer, Kline & Warren in the amount of

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\$5,847.31 for professional services from March 5-July 28, 2015 was presented for approval to pay.

Motion by Castle, second by Cooper to approve the payment of the SKW invoice.

Motion carried.

Robison asked if there was an estimate of when the project would be completed and it was stated weather permitting, they would try to get done before winter. (Powers & Sprouls left)

## **MAYOR, COUNCIL & EMPLOYEE MISC.**

**Castle** reported that a high school student with a very loud truck was driving by their house and Police Chief Feagan will talk to him.

**Bryant** gave a brief update on the meeting where the school is considering a four day week that would save \$50,000 annually.

**Cooper** discussed the purchase of a plate compactor to help with the road repair. One had been found at Northern Tool for \$899. The clerk reported that she had some coupons to look at before the item is ordered.

Motion by Cooper, second by Bryant to purchase a plate compactor from Northern Tool.

Motion carried.

**City Clerk Crumrine** presented information regarding the NIMS certification that is required of the governing body and asked that everyone that has certifications, please give her copies for the FEMA file. Also an update was given on the CDBG storm shelter project. The signed contract has been received and Laura Moore is in the process of doing the environmental. Moore has started to work for the City of Parsons, but will be staying on for a short period of time as a consultant until her replacement at SEKRPC has had some training time.

**City Supervisor Dugan** voiced his concerns with awarding the bid to Sprouls and then presented an estimate of \$500 from Caleb Scales to box in the bulk water piping at the water plant.

## **SAFETY COMMITTEE/EMPLOYEE SAFETY POLICY HANDBOOK**

The clerk asked for any membership suggestions for the safety committee and Robison gave her his copy of the handbook with several corrections noted. The committee member suggestions will be presented at the next council meeting.

## **ELM LOTS**

A bid of \$500 had been received from James Harmon Jr. to purchase the four lots on Elm Street that the city has. Discussion followed.

Motion by Cooper, second by Castle to accept the bid of \$500 for the sale of the lots.

Motion carried.

## **SPECIAL ASSESSMENT ORDINANCE**

Ordinance No. 885 to assess the mowing and nuisance cleanup charges was presented for approval.

Motion by Bryant, second by Seaman to adopt Ordinance No. 885 as presented. Motion carried.

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**ORDINANCE NO. 885/AN ORDINANCE MAKING AND LEVYING A SPECIAL TAX UPON ALL LOTS AND PARCELS OF GROUND IN THE CITY OF CHETOPA, KANSAS LIABLE FOR THE COST AND EXPENSE OF MOWING IN SAID CITY DURING THE MONTHS OF MAY, JUNE AND JULY, 2015 AND NUISANCE CLEANUP CHARGES FOR 2015.**

## **BUILDING PERMIT**

Posted without any protest, Wayne Hester to repair damage to the deteriorating wall at 332 Maple St., in the City of Chetopa. There was some discussion as to whether a permit was needed. Condemnation proceedings have been started on this property and it wasn't known what would be done to the building at this time.

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

## **KDOT ROAD SAFETY AUDIT**

George Dockery with KDOT had dropped off a draft copy of the LB County Road Safety Audit that had three recommendations for the speed limits and school zone through Chetopa. These three options were reviewed and discussed by the council.

Motion by Cooper, second by Seaman to notify KDOT of the council's recommendation of Option 1, with the school zone remaining in effect. Motion carried.

## **VACATION REQUEST**

City Clerk Crumrine requested 5 days' vacation September 21-25, 2015.

Motion by Cooper, second by Seaman to approve the vacation request. Motion carried.

## **FLU SHOTS**

The Oswego Hospital had asked if the city employees would be interested in getting flu shots and it was asked if the city would pay for the shots. Discussion followed.

Motion by Castle, second by Robison to allow city employees to get flu shot and the city pay for them. Motion carried. Bryant voted no.

## **WATER OPERATOR TRAINING**

There will be a Small System Revised Total Coliform Rule (RTCT) Implementation Training at Pittsburg on September 22. Water Plant Leadman Caleb Scales believes that the city is in compliance but wants to attend the training.

Motion by Cooper, second by Castle to allow Caleb to go to the training. Motion carried.

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

Seal

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Mayor

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City Clerk