

# UNAPPROVED MINUTES

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

December 15, 2015

The Chetopa City Council met in regular session on Tuesday, December 15, 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, Carthen Nash and Linda Seaman.

**ALSO PRESENT:** Clerk/Toni A. Crumrine, Police Chief Scott Feagan (at 7:26 p.m.), City Supervisor Jason Dugan, Scott and Bobbi Williams and Carey Spoon.

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

The clerk added discussion of 1<sup>st</sup> Due Invoice, Yates Building Permit and Jerry McGuirk's utility bill.

Motion by Bryant, second by Cooper to approve the agenda with the additions. Motion carried.

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

Motion carried.

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

Cooper questioned the cost of the handheld as it was substantially higher than approved and the clerk reported that there were some added costs to the purchase.

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

**APPROPRIATION ORDINANCE # 2499-1 and 3500** as follows:

Payroll Funds (Ord # 3499-1)\$	150.72
(Ord # 3500)	12880.79
Other Funds	<u>84653.40</u>
Total of all funds	\$97684.91

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

### **BUDGET AMENDMENT HEARING**

The 2015 Budget Amendment hearing was opened by Robison. There was no one to discuss the budget amendment.

Motion by Cooper, second by Nash to adopt the budget amendment. Motion carried.

The budget amendment hearing was closed.

### **MAYOR, COUNCIL, EMPLOYEES & VISITORS**

**Carey Spoon**, SEKRPC Grant Administrator for the CDBG Storm Shelter project was present to introduce herself and discuss the procurement plan. Cooper expressed some concern that the procurement plan as written would prevent someone serving on the council from bidding on projects and

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asked if the procurement plan would just be for the CDBG projects or for the city as a whole. Spoon will contact CDBG for clarification.

Motion by Cooper, second by Nash to adopt the procurement policy for this and future CDBG projects pending the attorney review. Motion carried. (Spoon left)

**Dr. Bobbi Williams** handed out the monthly school newsletter and discussed the activities being done by students. (S & B Williams left)

**Robison** reported that Mayor Wood was ill and unable to attend the meeting but had asked that the council be informed that Chesnutt had contacted him about purchasing the building south of the city complex. It was noted that the building has now been marked sold. Robison had been asked by Jerry McGuirk to discuss his utility bill situation. His wife has lost her job and he is concerned about their utilities being shut off for nonpayment if they can't pay this month's payment. The council had sympathy for his situation but felt that the city couldn't make an exception in the policy. Other options were discussed and Robison will contact the family.

**Bryant** informed the council that he had a safety meeting with the city crews.

**Crumrine** had received an invoice from 1<sup>st</sup> Due but hadn't heard back from the fire chief on what it was for. Cooper thought that it was materials on the fire grant but he will contact Doug Moses to verify this.

Motion by Nash, second by Castle to approve the payment to 1<sup>st</sup> Due. Motion carried.

A building permit has been applied for by Dale Yates to move in a 10' x 40' storage building to 917 Maple. The contents of the house that is being demolished will be moved into the storage building, but the building will need to temporarily set over the closed N/S alley until the house is torn down, then it will be moved to where the present house is. Discussion followed.

Motion by Cooper, second by Nash to allow him to put storage building in the alley temporarily on his ½ of the alley for 90 days while house is being torn down. Motion was amended by Cooper, second by Nash to allow him to put storage building in the alley temporarily on his ½ of the alley for 90 days while house is being torn down and to require him to move building out of the alley on to his property. Motion carried.

**Police Chief Feagan** is working on the police truck purchase proposal and wanted clarification on how much was going to be received from the utility departments for the 2008 truck that will be transferred to their department once the new truck is purchased. The clerk will look up the previous discussion and report this information to Feagan. Castle asked about the status on the Hester trucks and Feagan reported that Friday is the deadline to resolve the issue.

**City Supervisor Jason Dugan** reported that the roof has been fixed at the water plant and a box has been built for the fuel log sheets to try to resolve the reconciliation issue. Robison noted that the alley by Rick and Patty Darnell needs rock. Castle asked if seals will be put on meters that have been previously turned off or if they are just going forward with putting seals on ones turned off now and discussed a location that needs a seal put on. Robison asked if the water issue had been resolved at the Church of God. Discussion followed and the meter will continue to be monitored. Bryant asked when the ditches would start to be cleaned out. Dugan is scheduling this.

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## **MUSEUM ROOF REPAIR**

The clerk hasn't heard back from those who were contacted concerning the museum roof.

## **CONDEMNATION PROCEEDINGS-938 ELM**

The 30-day extension for the condemnation cleanup at 938 Elm was up on December 3<sup>rd</sup> and it has not been cleaned up. Discussion followed.

Motion by Nash, second by Bryant to proceed with city crews demolishing and cleaning up of the structure at 938 Elm. Motion carried.

## **KDOT-FINAL ROAD SAFETY AUDIT**

Crumrine reported that the final Road Safety Audit was received from KDOT and that she needed to discuss the recommendations with Jason Dugan to make sure that everything has been completed.

## **STORM SHELTER PROJECT**

Updated drawings from the work session attended by Cooper, Robison and Bryant were discussed. A soil investigation line item was discussed. If the city did not wish a soils investigation to be performed, the mayor will need to sign the letter to be returned to BG Consultants. Discussion followed.

Motion by Cooper, second by Nash to authorize the mayor to sign the soil parameter letter. Motion carried.

## **STORM SHELTER INVOICES**

Two invoices were received on the storm shelter project. SEKRPC draw down funds of \$1000 due upon completion of the Environmental Clearance and Notice of Release of Funds; and BG Consultants, Inc. \$3700 for work performed during this period.

Motion by Nash, second by Cooper to pay SEKRPC and BG Consultants with funds taken out of grant funding when received. Motion carried.

## **ALLEY REOPENING REQUEST**

A request to reopen the South half of the N/S alley in Block 39 in the Original City was presented. Discussion followed.

Motion by Cooper, second by Castle to deny reopening the alley. Motion carried.

## **WATER/SEWER RATE INCREASE**

The new rates for water and sewer were presented for the council. Automatic annual rate increases of 1% for sewer and 5% for water were built into the ordinances adopted in December of 2014.

**Dugan** asked about purchasing a welder and was requested to wait until after the first of the year. Cooper has a welder they can use if they need welding done before the first of the year.

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

Seal

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Mayor

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City Clerk