

UNAPPROVED MINUTES

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

January 5, 2016

The Chetopa City Council met in regular session on Tuesday, January 5, 2016 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, City Supervisor Jason Dugan, Attorney Ed Dosh, Joel Riddle, Carey Spoon and Jim Blundell.

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

Motion by Bryant, second by Nash to approve the agenda as presented. Motion carried.

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

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

There is a problem with the posting of the Accounts Payable checks and the clerk is waiting on a call to correct the issue. A listing of the invoices that have been scheduled to be paid was presented to the council.

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

APPROPRIATION ORDINANCE #3501 as follows:

Payroll Funds	\$26147.78
Other Funds	<u>63385.33</u>
Total of all funds	\$89533.11

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Carey Spoon, SEKRPC was present to discuss a change that was made in the procurement plan. In the revised plan, the Code of Conduct section was omitted as the city had a code of ethics. The previous motion read "to adopt the procurement policy for this and future CDBG projects pending the attorney review". The Kansas Department of Commerce wants one procurement policy for both city wide and CDBG purchases and Attorney Dosh noted in his review that the code of ethics that the city has does not have any penalties for violations, which this procurement plan states is required to have and recommended that the plan be adopted with the Code of Conduct included. In his opinion, the wording does not prohibit a council member from submitting a bid; but if they submit a bid, they cannot participate in the selection or in the award of a contract if a conflict of interest may be involved.

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Motion by Nash, second by Robison to adopt the procurement plan as originally presented with the Code of Conduct included. Motion carried.

The clerk gave Spoon an executed copy of the plan and Spoon left.

Joel Riddle was present to discuss the purchase of the lots to the East of the community storm shelter and asked if they were for sale. Discussion followed and Riddle offered \$4,000 for the lots.

Motion by Robison, second by Cooper to sell the lots to Joel Riddle. Motion carried. Attorney Dosh will draw up the deed and he asked the clerk to provide a legal for the property.

Castle noted that Caleb Scales had returned to work and asked if a doctor's release had been given to the city and it was reported that a release with his restrictions had been received.

Nash asked if the deed for Zach Lawellin had been filed. The property has not been deeded over to Lawellin but the purchase agreement will be recorded.

The clerk read a thank you card from the city employees thanking the governing body for the Christmas party and bonus. The 1st Responder Unit submitted an invoice for their 4th Quarter 2015 runs: 33 runs at \$20 per run totaling \$660.00.

Motion by Robison, second by Castle to approve the payment of the 1st Responder run pay. Motion carried.

A building permit had been applied for today for Steve Hamm to move a 10' x 16' storage building to be placed north of the current building at 303 Maple. It had not been put on the website or Facebook yet. Discussion followed.

Motion by Cooper, second by Bryant to follow the ordinance on the building permit procedure. Motion carried. The building permit will be placed on next meeting's agenda.

An invoice in the amount of \$385 was submitted by Attorney Edward Dosh for work performed on the water intake project.

Motion by Cooper, second by Bryant to approve payment of the attorney bill for the water intake project. Motion carried.

An email was read from Lauren Hoover on behalf of Congresswoman Lynn Jenkins concerning holding a public town hall meeting at Chetopa and was wanting to set it up for January 20th from 1:30-2:30 and it was approved to allow the council room to be used for that date.

Police Chief Scott Feagan reported that the basketball goal on Pecan Street had been taken down. An update was given on the trucks and trailer that was parked on 4th Street. It was noted that when the new code was adopted, not having a current registration plate upon the vehicle was left out as one of the conditions of making a junked vehicle. Discussion followed and the clerk will forward the information to Attorney Dosh to draft an ordinance to add that section back into the code. It was reported that Officer Gilliland is doing well at the academy. A 2015 annual activity report was given to the council. A truck proposal was given to the council for the purchase of a 2016 Dodge Ram at a cost of \$25,761.06 or a Ford F150 at a cost of \$31,690.77. Accessories were discussed. Bryant asked why we had four vehicles and discussion followed.

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Motion by Cooper, second by Nash to proceed with the purchase of the Dodge Ram with equipment listed in option 1 at a total cost of \$24,637.89 with a new radar purchased. Motion carried.

City Supervisor Dugan reported that the Church of God water is down. Discussion followed and it was decided to send off the old meter to have it check for accuracy. A ditch situation was discussed and Dugan stated that more 10" culverts were needed. A request to purchase a welder from the last meeting was discussed.

Motion by Robison, second by Nash to allow the purchase of the welder for the shop. Motion carried.

The school would like to have a street light to illuminate the parking area in front of the school at 5th and Elm. This will be checked into. The wall at the river and streets needing work done were discussed. A sewer bypass was discussed. The clerk was asked to check into the city's liability on sewer backups.

Motion by Robison, second by Castle to put a check valve in at N. 2nd and Pecan St. Motion carried.

MUSEUM ROOF REPAIR

George Elliott had contacted the clerk and won't be able to get a quote for a few days and Richard Houston had contacted the clerk to say that if it involved construction, he usually didn't do that. Several other contacts were discussed and the clerk will contact them.

SKW INVOICE

An invoice in the amount of \$2,262.29 from Shafer, Kline & Warren, Inc. was presented for approval to pay.

Motion by Nash, second by Bryant to approve the payment of the SKW invoice. Motion carried.

EMPLOYEE WAGE RAISE

Motion by Cooper, second by Nash to enter into executive session to discuss non-elected personnel for a period of 15 minutes with mayor and council present with the option to call in the clerk for discussion if needed. Motion carried.

Entered: 8:33 p.m.

Returned: 8:48 p.m.

Motion by Cooper, second by Castle to give all full time hourly employees a \$.75 per hour raise effective with the next pay period. Discussion followed and motion was amended by Cooper, second by Castle to give all full time hourly employees with the exception of the two employees whose wages were previously frozen a \$.75 per hour raise effective with the next pay period. Motion carried.

MEMBERSHIPS

A list of the memberships that have been paid was presented.

Mayor Wood reported that a mayor's meeting is scheduled for January 25th.

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

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Seal

Mayor

City Clerk