

UNAPPROVED MINUTES

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

May 3, 2016

The Chetopa City Council met in regular session on Tuesday, May 3, 2016 at 7:00 p.m. at City Hall.

PRESIDING: Mayor Terry G. Robison.

PRESENT: Council Members/Geraldine Castle, Jim Cooper, Carthen Nash (at 7:18 p.m.) and Linda Seaman. Gary Bryant and Juanita Armstrong were not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh, City Supervisor Jason Dugan, Ronnie, Samantha and Brooklyn Butler, Bruce Boettcher and Cindi McElroy.

Mayor Robison called the meeting to order at 7:18 p.m. when the required members for a quorum were present and opened with prayer.

The following item was added to the agenda: Shafer, Kline & Warren invoice.

Motion by Cooper, second by Nash to approve the agenda with the addition. Motion carried.

Motion by Seaman, second by Castle 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.

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

APPROPRIATION ORDINANCE # 3509 as follows:

Payroll Funds	\$ 28620.84
Other Funds	<u>117639.99</u>
Total of all funds	\$146260.83

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Bruce Boettcher with BG Consultants discussed the change order options: A) the addition of a sink \$975; B) Graveling the whole area between the building and alley parking area for additional parking; C) Excavating the soil under the building site due to soil concerns \$6930; and D) Excavating the soil under the proposed parking area between the building and alley parking area. Discussion followed.

Motion by Nash, second by Cooper to approve A and C on the change order. Motion carried.

More information is needed on the excavating and graveling of the proposed parking area between the building and alley parking area before a decision is made to proceed. A special meeting will be scheduled so that work will not be delayed on the project. The clerk also

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addressed the CDBG requirement of an Operations and Maintenance Plan to be developed prior to the closing of the grant and shared what she had completed. (Boettcher left)

Seaman reported on a pothole at 8th and Locust Streets that needed fixed.

Police Chief Feagan reported that the mayor and police committee members had interviewed candidates and recommended Ronnie Butler be appointed as a police officer as he interviewed well and has lived in Chetopa for 10 years. Butler, his wife and daughter were present and the council visited with them.

Mayor Robison appointed Ronnie Butler to the police officer position.

Motion by Cooper, second by Nash to approve the appointment. Motion carried.

Butler will start out at \$12.50 per hour due to him already residing in Chetopa and will get a \$.50 per hour raise upon completion of the academy. (The Butler family left)

Cindi McElroy discussed the progress of tearing down the structure on Walnut Street and asked for more time to get the house torn down. Discussion followed.

Motion by Cooper, second by Nash to start the condemnation process on the McElroy property and have resolution ready for adoption at the next meeting May 17th. Motion carried.

Mayor Robison asked about the trailer that was moved in and questioned why a permit was not obtained before moving it in. McElroy reported that she did not know to get a permit but will come to the city office tomorrow to fill out an application. (McElroy left)

Nash asked about the addition of the port-a-john by the Elmore Park ball field and the clerk will follow up on the delivery request. The addition of a concession stand with bathrooms was discussed and it was pointed out that the septic tank needed to have additional lateral lines added to prevent it from filling up with water. The Chamber of Commerce is contacting Nathan Blackledge concerning sponsoring the amazing duck race as a fundraiser for the 4th of July to possibly raise money for the construction of the concession/restroom building.

Motion by Cooper, second by Nash to put another port-a-john at the ball field. Motion carried.

It was questioned how many port-a-johns the city has as they are billing for four units. This will be checked into.

Nash asked if there were any ordinance against having above ground fuel tanks. The clerk will review the code to see if there are any restrictions.

Cooper asked for more specifics on the McElroy trailer and a short discussion was held.

Mayor Robison praised Police Chief Feagan and the fire department on the quick response for the vehicle fire at the bank. Robison questioned the status of the electric fencing on Pecan Street and Chief Feagan reported that the electricity had been removed from the fence. A reminder of the personnel policy revision work session for next Tuesday, May 10th was given. Robison had been asked why the city was using the Oswego trash truck and City Supervisor Dugan reported that there was a recall that had to be done on the city's truck. Robison asked that he be notified in the future of things like this so that he was aware of the situation if asked by residents. Robison asked for an update on the meeting with Debbie Darnell on the electric rates and Cooper and Castle reported on the information discussed. Robison asked if the city had

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resolved the water issue at Bob Boyd's house and Nash reported that City Supervisor Dugan and he had met with Boyd to discuss options to try to alleviate the flooding issue. It was discussed if a resident could cut down a tree that had fallen at Elmore Park and City Supervisor Dugan reported that they would take care of it due to the liability issue and clean up.

City Supervisor Dugan reported that the pool has been cleaned and filled and that the asphalt oil has been delivered and they would be starting on the cemetery road to get it done before Memorial Day. Materials and labor will be kept track of to bill the Oak Hill Cemetery Association for the work done. A discussion was held on the roads that need fixed and Dugan will work on a priority list.

Police Chief Feagan gave the governing body a Police Department April Activity Report.

Crumrine presented Invoice #10 from SKW on the water intake project in the amount of \$4929.67 for approval to pay. There is a remaining \$3635.81 left to pay. Holly Powers had been scheduled to be at the meeting but had not received all the close out documents from Sprouls yet.

Motion by Nash, second by Castle to approve the payment of the SKW Invoice. Motion carried.

The Municipal Water Conservation Plan for the City of Chetopa needs to be reviewed and updated and a copy was given to the council. Lori Kline had contacted the clerk regarding using the city council room as a meet and greet for the Labette County Sheriff candidates. Discussion followed.

Motion by Nash, second by Castle to allow the use of the room during office hours at no charge but after hours the Mae Lessley Community Room would need to be used. Motion carried.

Cooper asked why the city bills and the annual water report were mailed separately. The clerk will discuss this with Debbie Darnell.

MUSEUM ROOF BIDS

Bill Hutchins had completed the shelter roof at the park and it was discussed. Discussion of the bids for the museum roof was held.

Motion by Cooper, second by Nash to hire Hutchins to replace the museum roof with the following stipulations: Job has to be completed 30 days from the starting date or a \$50 per day penalty will be assessed, Don't tear off more than can be replaced that day and secure and cover roof to prevent any moisture from getting in the interior. Motion carried.

CRMCS PROGRAM DISCUSSION

The clerk is in the process of getting the forms and pictures taken for the Responder Badges.

PERFORMANCE EVALUATION DISCUSSION

A prior city evaluation form was given to the council to review.

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POOL SLIDE DISCUSSION

Information from EMC Insurance and slide quotes were reviewed. Discussion followed. Due to the short amount of time, action on purchasing a slide for the city pool was postponed until a contractor could be contacted regarding what would work best for the pool.

BUILDING PERMIT

Posted on the Chetopa Resident's Facebook page and the City Website without protest, David Denney to build a 3'6" x 6'6" shower room addition onto structure at 723 Plum St., in the City of Chetopa.

Motion by Nash, second by Cooper to approve permit pending approval by building inspector Gary Bryant. Motion carried. (Note: Bryant came to meeting after adjournment and signed building permit).

SEALING WINDOWS AT THE CITY LIBRARY

There is moisture seeping in around the windows at the city library and they would like to have them resealed.

Motion by Nash, second by Cooper to have City Supervisor Dugan schedule someone to go fix library windows. Motion carried.

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

Seal

Mayor

City Clerk