

# UNAPPROVED MINUTES

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

August 2, 2016

The Chetopa City Council met in regular session on Tuesday, August 2, 2016 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

PRESENT: Council Members/Juanita Armstrong, Geraldine Castle, Jim Cooper (at 7:10 p.m.), Carthen Nash and Linda Seaman. Gary W. Bryant was not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh (at 7:05 p.m.), Paul Trinkle and Cindi McElroy.

Mayor Robison called the meeting to order and opened with prayer.

Motion by Nash, second by Castle to approve the Agenda. Motion carried.

Motion by Seaman, second by Nash to approve the Minutes of the last regular meeting. Motion carried.

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

Mayor Robison questioned when the extra portable toilets would be picked up and it will be after Labor Day.

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

### **APPROPRIATION ORDINANCE # 3515** as follows:

Payroll Funds	\$ 26944.16
Other Funds	<u>91134.24</u>
Total of all funds	\$118078.40

### **MAYOR, COUNCIL, EMPLOYEE & VISITOR**

**Cindi McElroy** discussed the progress of the condemnation of the structure behind the bank at 416 Walnut St. McElroy pointed out that the water hydrant still needed repaired that was damaged when the city crews cleaned up the nuisance complaint. City Supervisor Jason Dugan will be advised of this. Once this is repaired, McElroy will be able to complete the privacy fencing that is being installed around the property. Discussion followed. (Cooper arrived during this discussion)

Motion by Nash, second by Armstrong to extend the condemnation deadline two months until the first council meeting in October. Motion carried. (McElroy left).

**Police Chief Scott Feagan** handed out the Police Department July Activity Report and requested an Executive Session be called for Pending Litigation Discussion.

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Motion by Cooper, second by Nash to enter into executive session to discuss pending litigation with mayor, council, legal counsel, police chief and clerk present for a period of 10 minutes ending at 7:26 p.m. Motion carried.

Entered: 7:16 p.m.

Returned: 7:26 p.m.

Mayor Robison called the meeting back to order and there was no action taken from executive session.

**Castle** questioned what was done about the trucker that had ran into a house and Chief Feagan reported that a ticket had been issued and City Supervisor Dugan was working on the restitution amount.

**Attorney Dosh** discussed issue with the speeding on N. 8<sup>th</sup> St and reported that Attorney Fred Johnson had contacted him about annexing N. 8<sup>th</sup> St. to 4000 Rd into the city limits to try to control the speeding. Discussion followed.

Motion by Cooper, second by Nash to respectfully decline request to annex the street into the city limits. Motion carried.

**Clerk Crumrine** had been contacted about the closing date of the pool. The Assistant Manager would be able to operate the pool after Chetopa Schools were back in session but there was a question on how long the chemicals would last as a load cost \$1103.14. Discussion followed regarding the attendance and costs associated with keeping the pool opened longer.

Motion by Castle, second by Armstrong to operate the pool until this load of chemicals is used up. Motion carried.

**Clerk Crumrine** questioned if someone using electric in the shelter house in the park without camping there should be paying a camping fee and it was decided that no fee would be charged unless they are using the electric from a camping spot. Mayor Robison asked about allowing water and paint slide in Veterans Park and it was decided not to allow it in that park.

**Clerk Crumrine** presented a Client Representation Letter from the auditors that needed signed and a draft copy of the audit for review.

Motion by Nash, second by Armstrong to authorize the mayor signing the client representation letter. Motion carried.

**Seaman** had been contacted by Erma Guinn concerning the yard of the house across the street and Police Chief Feagan reported that a letter had been written to the property owner and it will be put on the mowing list.

**Nash** asked about purchasing a flow meter tester and City Supervisor Dugan will be instructed to get prices on the tester if one has not already been purchased.

**Mayor Robison** reported on the community storm shelter walk through.

## APPOINTMENT OF SEASONAL EMPLOYEE

Mayor Robison appointed Charles Blundell as the seasonal mower/swingman.

Motion by Nash, second by Armstrong to confirm the appointment of Blundell. Motion carried.

## TIME CARD POLICY

The time card policy written by the clerk was reviewed by the council.

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Motion by Castle, second by Seaman to adopt the time card policy as presented. Motion carried. The policy will be distributed to the city employees and each employee will be required to sign an acknowledgement that they read and understood the policy.

## **STO/UPOC ADOPTION ORDINANCES**

Ordinances to adopt the Standard Traffic Ordinance and the Uniform Public Offense Code booklets for 2016.

Motion by Nash, second by Armstrong to adopt the STO and UPOC Ordinances. Motion carried.

**ORDINANCE NO. 890/AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF CHETOPA, KANSAS; INCORPORATING BY REFERENCE THE “2016 STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, 44<sup>TH</sup> EDITION” WITH CERTAIN CHANGES, PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE NO. 881.**

**ORDINANCE NO. 891/AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF CHETOPA, KANSAS; INCORPORATING BY REFERENCE THE ‘2016 UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES’ 32<sup>ND</sup> EDITION, WITH CERTAIN OMISSIONS; AND REPEALING ORDINANCE NO. 882.**

## **2016 KRWA MEMBERSHIP DUE**

KRWA Membership Dues are based on the number of meters and for 2016 the dues are \$553.70.

Motion by Armstrong, second by Castle to approve the payment of the 2016 KRWA dues. Motion carried.

## **PROPERTY TAXATION POLICY RESOLUTION**

Resolution No. 2016-8 was presented for adoption for financing the 2017 budget.

Motion by Seaman, second by Armstrong to adopt Resolution No. 2016-8 as presented. Motion carried.

**RESOLUTION NO. 2016-8/A RESOLUTION EXPRESSING THE PROPERTY TAXATION POLICY OF THE CITY OF CHETOPA GOVERNING BODY WITH RESPECT TO FINANCING THE ANNUAL BUDGET FOR 2017.**

## **COMMUNITY STORM SHELTER**

Pay Request No. 2 in the amount of \$107,037 from Sprouls Construction was approved and received from BG Consultants, Inc.

Motion by Seaman, second by Castle to approve Pay Request No. 2. Motion carried.

An invoice from SEKRPC in the amount of \$4750 was presented along with the Request for Payment of CDBG Funds Request No. 5 in the amount of \$109,886.66 for approval.

Motion by Cooper, second by Armstrong to approve the payment of the SEKRPC invoice and allow the signing of the CDBG Request No. 5. Motion carried.

## **PROBATIONARY PERIOD**

Ronnie Butler, Police Officer’s probationary period is up on August 7, 2016.

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Motion by Castle, second by Armstrong to take Butler off probation effective August 7, 2016. Motion carried. Cooper voted no.

## **WATER PLANT DISCUSSION**

Paul Trinkle informed the council that he doesn't want the lead man position at the water plant and he wanted to thank the fire department for getting an old barrel packed for shipment out. Information from CDG Environmental regarding working on a piece of equipment at the plant was presented and discussed and the water tower maintenance reported in a KDHE inspection and MidCo Diving inspection report was also discussed.

Motion by Cooper, second by Nash to have CDG Environmental come in to work on the equipment at the water plant. Motion carried.

The water plant lead man help wanted ad was discussed and requirements to be included in the ad were listed. Questioned was the residency policy which will be further discussed later. The clerk will work on the ad and sent out to the council to review and a list of places to post the help wanted ad was discussed.

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

Seal

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Mayor

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City Clerk