

# UNAPPROVED MINUTES

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

September 6, 2016

The Chetopa City Council met in regular session on Tuesday, September 6, 2016 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Officer Ronnie Butler, Attorney Ed Dosh, City Supervisor Jason Dugan (at 7:10 p.m.), Steve Hamm, Jason Pierce, Clifford Brewster (at 7:04 p.m.), Michael and Sherri Tyler, Suzanne, Kobe and Brooklynn Hazell, Paul Trinkle and Dawn Westervelt.

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

The clerk added an SEKRPC Invoice to the agenda.

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

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

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

Cooper and Mayor Robison questioned the Green Country Ford payment as the estimate was \$3500 and the bill paid was for \$4352.62. City Supervisor Jason Dugan was not present to discuss the billing and the clerk gave the invoice to Mayor Robison who read the scope of the work done on the electric utility truck. Discussion followed.

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

### **APPROPRIATION ORDINANCE # 3517** as follows:

Payroll Funds	\$26772.26
Other Funds	<u>44295.69</u>
Total of all funds	\$71067.95

Mayor Robison asked about picking up the extra port-a-johns in the parks and the clerk will call the company to pick up all but one in each park.

### **CONDEMNATION HEARING-303 MAPLE**

Steve Hamm, owner of the building at 303 Maple discussed his plans to put a new roof on the building and use it for other purposes, but asked why his property had been singled out when there were worse properties. Discussion followed and it was reported that at the time of the approval of a building permit to move another building on to that property, Hamm had stated

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his intentions to tear down the existing structure that the condemnation proceedings had been initiated on. Further discussion followed.

Motion by Nash, second by Cooper to give Hamm until the council meeting on October 4, 2016 to show progress on the structure and the condemnation proceedings will be reviewed at that time. Motion carried. (Hamm left).

## **MAYOR, COUNCIL, EMPLOYEES AND VISITORS**

**Suzanne Hazell** was present to discuss the Oswego Area Youth Football program. There are several Chetopa youth that are participating in the program and Hazell discussed the financial needs of the program. Discussion followed.

Motion by Cooper, second by Bryant to donate \$200 to the Oswego Area Youth Football program. Motion carried. (S, K and B Hazell left)

**Jason Pierce and Clifford Brewster** were present to see if the city was interested in allowing them to provide internet service within the city and discussed their needs to install a tower, etc. They were asked to present a proposal at the next city council meeting on September 20, 2016. (Pierce and Brewster left.)

**Dawn Westervelt** reported that there have been two incidents of vandalism at the post office on July 15 and August 31 and if it continues the post office may be locked at 4 p.m., when the post office personnel leave. Discussion continued on damage and possible options to resolve this issue. Westervelt wanted the city to be notified of this possibility and if it is implemented, a 30 day notification will be given to the community before it is done. (Westervelt left.)

**Mayor Robison** informed the council that the Kansas Mayors Association has a meeting on the 14<sup>th</sup> and asked if anyone was interested in attending with him to let him know. Mayor Robison reported that there is a hole where the culvert has collapsed on the southeast corner of the funeral home parking area. Discussion followed.

Motion by Bryant, second by Nash to have city crews repair the parking area. Motion carried.

**Bryant** reported that he had complaints that city crews are tying up the guards when mowing. The clerk informed the council that two windows, one at the senior citizens building and one at the community building had been broken and were scheduled to be fixed Wednesday. It is unknown how they were broken. Discussion followed and the clerk was instructed to remind the contractor repairing windows about the food pantry lock.

Motion by Bryant, second by Castle to inform mowing crews to have guards down when mowing. Motion carried.

**Castle** had complaints on the grass needing mowed at 929 Plum and piles of trash at 215 N. 3<sup>rd</sup> St. This will be given to police chief to review.

**Nash** had been contacted by James Reynolds about the piles of dirt in the East River Park and City Supervisor Dugan reported that Sprouls was to have pushed the dirt off but hasn't done it. Nash also had been contacted to see how much the city charges to empty a dumpster more than once a week. This will be checked into with the sanitation crews.

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**Clerk Crumrine** asked permission to attend the Blue Cross Blue Shield of Kansas Group Administrators meeting in Parsons on September 8<sup>th</sup>.

Motion by Bryant, second by Castle to allow Crumrine to attend the meeting. Motion carried.

**Clerk Crumrine** presented an invoice in the amount of \$4750 from the SEKRPC for administration fees in accordance with the contract. These funds will come 100% from the CDBG funding.

Motion by Cooper, second by Nash to approve the payment of the SEKRPC invoice. Motion carried.

**Clerk Crumrine** reminded the council that the FEMA training ICS 100 and 700 needed to be completed by each council member. The LKM annual conference is Oct 7-10 in Overland Park and if any governing body member is interested in attending to please let her know as there is a voting form that needs to be sent in.

**Attorney Dosh** informed the council that he would not be able to be at the next meeting and to let him know if they wanted Shane Adamson to be at the meeting.

**Police Chief Feagan** had left an August Activity Report for the council.

**City Supervisor Dugan** was asked about the Green Country Ford invoice and reported that there was more items needing repaired that weren't in the original quote. Dugan informed the council of the streets and driveway entrances that are scheduled to be repaired.

## CONDEMNATION ORDINANCE

The resolution to set the condemnation commencement and completion dates for structure at 421 Elm St. was presented for approval.

Motion by Cooper, second by Bryant to approve Resolution 2016-9. Motion carried.

## GRANT APPLICATIONS

The clerk asked if the council wished to apply for two grants. The first to apply for funds to purchase playground equipment and the second to apply for CDBG funds to build restroom facilities at Elmore Park. After discussion, the council declined to apply for the two grants.

## TELEPHONE SYSTEM

A letter was presented from Par Com regarding the telephone system at the city complex. No action was taken from discussion.

## WATER PLANT SUPERVISOR APPLICATION REVIEW

Two applications have been received for the water plant position. Michael Tyler was present to express his interest in the position and to answer any questions the council had for him. The Water and Electric Committee of Cooper, Castle and Mayor Robison will meet to review the applications and set up interviews. Paul Trinkle reported that he received some test results back and a violation letter will need to be sent out.

## DEMOLITION PERMIT

Tyler Dillon, Chetopa Veterinary Clinic applied for a demolition permit to tear down structures at 615 N. 11<sup>th</sup> St., in the City of Chetopa. Discussion continued on need to bring demolition permits to the council for approval.

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Motion by Nash, second by Cooper to approve the demolition permit for the Chetopa Veterinary Clinic. Motion carried.

Motion by Nash, second by Cooper to not require demolition permits to be approved by the council unless the building inspector has an issue with the demolition. Motion carried.

## **CDBG PAY REQUEST**

CDBG Pay Request # 6 to pay the BG Consultants and SEKRPC invoices was presented for the mayor and clerk to sign.

Motion by Nash, second by Cooper to approve the mayor and clerk signing the pay request. Motion carried.

## **FUNDRAISER**

Shawna Clayborn had asked if the senior class could use the sand volleyball area for a fund raiser. Discussion followed.

Motion by Bryant, second by Nash to allow the use of the park for the fundraiser as long as they clean up afterwards. Motion carried.

## **POOL VACUUM DISCUSSION**

When the pool equipment was turned in, it was noted that both pool vacuums were not working. After discussion, the clerk was instructed to see if there is a warranty on the repair work.

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

Seal

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Mayor

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City Clerk