

UNAPPROVED MINUTES

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

November 1, 2016

The Chetopa City Council met in regular session on Tuesday, November 1, 2016 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Shane Adamson, City Supervisor Jason Dugan and Michelle Feagan.

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

Fire Pay for the 2nd and 3rd Quarter 2016 fire runs and meetings was added to the agenda.

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

Motion carried.

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

Motion carried.

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

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

APPROPRIATION ORDINANCE # 3521 as follows:

Payroll Funds	\$26289.46
Other Funds	<u>26865.07</u>
Total of all funds	\$53154.53

MAYOR, COUNCIL, EMPLOYEES AND VISITORS

Michelle Feagan asked for a count of the riders for the city council float for the Christmas Parade. There will be five riders at this time. (M. Feagan left)

Mayor Robison reported that there will be an open house for the storm shelter during the Pecan Fest from 10 a.m. to 2 p.m. and also informed the council that the water plant computer hadn't been updated in seven years. There was some confusion as several thought a new computer had been purchased since then. A request was made to go into executive session to discuss confidential data relating to financial affairs of a second party.

Motion by Cooper, second by Nash to enter into executive session until 7:30 p.m. to discuss confidential data relating to financial affairs of a second party with mayor, council, legal counsel, city clerk, city supervisor and police chief present. Motion carried.

Entered: 7:13 p.m.

Returned: 7:30 p.m.

Mayor Robison called the meeting back to order and the following action was taken:

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Motion by Cooper, second by Castle to continue the study of the infrastructure required by a potential business. Motion carried.

Castle stated that an estimate is getting done to repair the clarifier at the water plant. Discussion was held on city crews building a portable air tank and trailer to blow out the water intake screen when needed. Materials to build the equipment totaled \$1246.00.

Motion by Nash, second by Seaman to proceed with the purchase of the materials and build the air tank and trailer. Motion carried.

Castle had been asked about the city purchasing a vehicle for the water plant personnel to use to get water samples as they are using their own vehicles. One of the vehicles already owned will be put down at the plant for use. At the last meeting a motion was made to send the water plant supervisor to the KRWA Revised Regulatory Requirements; Water System Operations training at Pittsburg on November 8th and it was requested to also send Paul Trinkle as the city is working off his certificate until Michael Tyler is certified.

Motion by Cooper, second by Castle to also send Trinkle to the Pittsburg training. Motion carried.

Castle reported that it looked like the top of the library west wall was buckling out. This will be checked.

Cooper asked about the sale of the old First Responder unit and Police Chief Feagan will report on it during his time.

City Clerk Crumrine requested three days' vacation, November 21-23.

Motion by Armstrong, second by Seaman to approve the vacation request for Crumrine. Motion carried.

Police Chief Feagan informed the council that the First Responder Unit brought \$2400 in the Purple Wave auction and requested that that money be put back in the First Responder budget. The police department Halloween program was well attended and Chief Feagan gave an update on the thefts that had occurred.

City Supervisor Dugan reported that the water issue had been fixed at Bob Boyd's residence. The roll off report was reviewed and Dugan stated that Strickland Roll Off only charges \$60 per month rent and will cost \$290 to dump compared to B-3 Construction which charges \$100 rent and \$300 to dump.

Motion by Nash, second by Armstrong to switch to Strickland Roll Off. Motion carried.

STORM SHELTER PROJECT UPDATE

An update on the status of the project walk through was given and the clerk presented a list of incidentals to purchase for the storm shelter which include a first aid kit, a storage cabinet, paper towel dispensers, flashlights, trash cans and a wall rack organizer. The clerk will check if CDBG funds could be used to purchase these additional items.

Motion by Castle, second by Armstrong to give the clerk the authority to purchase the storm shelter incidentals. Motion carried.

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EMPLOYEE PERSONNEL POLICY MANUAL

The council requested more time to review the personnel policy manual and the clerk highlighted the additions that were made to the manual. Action was tabled until next meeting.

TECH 5 FRANCHISE UPDATE

The committee had not met to negotiate the franchise fee for the internet proposal that was presented several meetings ago.

FIRE DEPARTMENT RUN/MEETING PAY

Requests totaling \$1616 for the 2nd and 3rd Quarters of 2016 for the fire department run/meeting pay, were presented for approval to pay.

Motion by Castle, second by Armstrong to approve payment of the run/meeting pay for the fire department. Motion carried.

BUILDING PERMIT

The following building permit was posted on the city website and Chetopa Residents Facebook page with no objections noted: Community Bible Church to build an 18' x 24' addition to existing structure located at 421 S. 3rd Street, in the City of Chetopa. Building Inspector Bryant was not present to discuss the permit.

Motion by Seaman, second by Castle to approve the building permit for the Community Bible Church pending Building Inspector Bryant approving the application. Motion carried.

GROUP HEALTH INSURANCE DISCUSSION

A Blue Cross Blue Shield of Kansas quote for the 2017 Health/Dental Insurance will be given to the clerk tomorrow, but it was reported that there would be a 20% increase again this year. Another company had contacted the clerk concerning quoting the insurance for the city and they will be contacted when the Blue Cross Blue Shield quote is received.

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

Seal

Mayor

City Clerk