

# UNAPPROVED MINUTES

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

February 7, 2017

The Chetopa City Council met in regular session on Tuesday, February 7, 2017 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 Kepner was not present.

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

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

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

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

Motion carried.

The Sanitation and Industrial Promotion fund balances were discussed. It was also noted that the last economic incentive payment had been made to Chetopa Foods.

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

Bryant questioned the payment of the sales tax to the state and discussed the timing of the meter reading and the printing bills.

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

### **APPROPRIATION ORDINANCE # 3527** as follows:

Payroll Funds	\$ 24306.10
Other Funds	<u>218545.98</u>
Total of all funds	\$242852.08

### **MAYOR, COUNCIL, EMPLOYEES & VISITORS**

**Debbie Kabrey** was present to ask for a donation to Project Prom and discussed the activities that are planned for this year.

Motion by Bryant, second by Seaman to donate \$200 towards Project Prom. Motion carried. (Kabrey left)

**Wayne Hester** discussed the back taxes and cost of the heating/air conditioning unit and stated that he was not going to pay for the unit and for the city to make an appointment with him to come take out the unit. (Hester left)

Motion by Bryant, second by Castle to hire Commercial and Residential Service to remove the unit and give Hester 14 day notice. Motion carried. Cooper abstained.

**Nash** questioned the reconnection fee to turn utilities back on and will meet with Debbie Darnell on what the policy is for shut off and turning back on utilities. Nash talked with James

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Reynolds about the RV dump station by Riverside Sporting Goods and he is fine with continuing to have the dump station there as long as it is kept cleaned out for the smell.

**Clerk Crumrine** reported that she had been contacted by Lynn Jenkins office about holding another town hall meeting April 18<sup>th</sup> and wanted to use the city council room again. The council was in agreement to allow the use of the council room as long as the meeting was held during business hours. David Farrow had contacted the city office concerning burning items at his residence but had been told by one of the police officers that he couldn't do this. The ordinance states that burning of household trash is not allowed and there is a roll off available at the city complex to dispose of larger items. Farrow will be advised that burning will not be allowed. A resident had contacted her about erosion by the river and asked if he could dump concrete where the ground was eroding. The Corp of Engineers had been contacted and issues with the dumping of concrete were discussed and Crumrine asked if the council had any suggestions. Discussion followed the resident will be given the Corp of Engineers contact information. There was \$4500 budgeted for fireworks and Crumrine asked if this was the amount that the council wished to spend.

Motion by Bryant, second by Cooper to approve the budgeted amount of \$4500 for the purchase of this year's fireworks. Motion carried.

**Mayor Robison** had been approached by Christy Best to use the city park.

Motion by Bryant, second by Nash to allow the use of the city park for the function. Motion carried.

**Mayor Robison** congratulated Dugan and the city crews on the installation of the guard rails by the storm shelter and asked about the installation of water hydrants at Elmore Park. Hydrants have been purchased for the park. The light on the alley by the storm shelter is not working, and Dugan will check it out. Eldon Perkins has donated money to be used towards a Veterans Memorial for Veterans Park and discussion followed.

Motion by Bryant, second by Cooper to give permission to proceed with project pending the review of the plans. Motion carried.

**Mayor Robison** reported on the meeting with other Empire wholesale customers in Mt. Vernon, MO and the cost of an Integrated Resource Plan (IRP) was presented. The group needs a decision whether to proceed with the IRP by October, with Chetopa's share of the cost being \$217.50.

Motion by Cooper, second by Nash to pay the fee to get the IRP done. Motion carried. (Bryant had stepped out of the room and was not present for the vote).

**Police Chief Feagan** had handed out the January monthly activity report and passed around a call report from dispatch showing the 2016 activity for the department. A request to send Tim Gilliland to Taser Instructor School was made. The course is March 20-21 in Topeka and cost will be \$435 for the class and two nights lodging. Once certified, Gilliland can train area police departments and the sheriff's department.

Motion by Nash, second by Bryant to send Gilliland to the Taser Instructor School. Motion carried.

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**Police Chief Feagan** informed the council that court will be moved to July 11<sup>th</sup> because the first Tuesday is July 4<sup>th</sup>. Feagan is also the president of the First Responder Unit and he discussed an upcoming EMT class that will be held in Chetopa by Labette Community College May 8<sup>th</sup> through August 21<sup>st</sup>. The scholarship program will pay for the Chetopa student's tuition but other incidentals totaling \$475 per student will not be covered under the scholarship and Feagan asked that the city cover that cost. The \$80 testing fee will be paid by the individual. A contract will be drawn up that will require the individuals to serve on the First Responder Unit for one year or they will be required to reimburse the city for the expenses that were paid on their behalf. This will also apply to anyone that drops the course or who does not pass their National Registry Exam.

Motion by Cooper, second by Bryant to approve the payment of the incidental fees for the EMT training for ten members and proceed with the contract. Motion carried.

An update on Officer Butler who is attending the academy was given. The part-time officer Brian Sinclair will be starting a shift Friday night and Kent Soucy will be available in the near future to fill in.

**City Supervisor Jason Dugan** discussed quote from Kriz-Davis for the bridge light poles. Councilman Cooper also had contacted Locke Supply in Miami. This will be checked into more and will be placed on the next meeting's agenda to decide on the lighting. Dugan reported that Jeremiah Johnson and he had attended training, and that he had his required hours in to keep his wastewater certification current.

**Attorney Shane Adamson** reported he is working on the franchise ordinance and has reviewed the mutual aid agreement with the sheriff's department and has some concerns but will visit with Fred Johnson. He will further look into the election question that the clerk discussed with him as there is a question as to the length of term the mayor will hold after the election in November due to the resignation of Ron Wood.

## **SIDE ROAD TRUCK PARKING**

An ordinance concerning semi-parking on side streets hasn't been completed, but Attorney Adamson has reviewed the old code and feels that the items defining a junk, wrecked or inoperable that were left out from the code revision should be adopted back in. Copies of the old code will be given to the council for the next meeting.

## **SNOW REMOVAL CONTRACT DISCUSSION**

The snow removal contract with Zach Lawellin runs from February 17<sup>th</sup> to February 17<sup>th</sup> of each year. At a prior meeting, the council asked for the contract to be renewed and a suggestion to change the contract period to October 15<sup>th</sup> was presented, so that any cost renegotiations could be made before the winter season began and it wouldn't have to be renewed in the middle of the winter season.

Motion by Cooper, second by Nash to change the contract date to October 15<sup>th</sup>. Motion carried. A contract for the period of February 17, 2017 to October 15<sup>th</sup> will be presented to Lawellin and the city to execute.

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## **GENERATOR FUNDING**

Information regarding Hazard Mitigation Assistance from KDEM requesting a Letter of Intent by March 27, 2017, to be considered for mitigation funding from the state for a generator for the water plant, was presented for discussion. Information will be collected to complete a letter of intent. Cooper also reported that the Columbus Superintendent is coming over to work with the water plant employees on a repair that is needed.

## **CONDEMNATION PUBLIC HEARING RESOLUTION**

Resolution 2017-1 setting a condemnation public hearing for April 4, 2017 for two properties located at 418 Walnut St. and 827 Elm St. was presented for adoption.

Motion by Nash, second by Castle to adopt Resolution 2017-1. Motion carried.

The property at 421 Elm St. where condemnation proceedings were started last year, was discussed. Resolution 2016-9 gave them until November 13, 2013 to start on the demolition and February 11, 2017 to have it completed and nothing has been done on the property.

Motion by Bryant, second by Nash to proceed with the demolition as soon as possible after February 11, 2017. Motion carried.

## **COTTONWOOD & NEOSHO RIVER BASINS WATER ASSURANCE INVOICE**

An invoice in the amount of \$1996.73 (up \$5.09 last year) from Cottonwood and Neosho River Basins Water Assurance District No. 3 for the 2017 Assessment was presented for approval to pay.

Motion by Bryant, second by Nash to approve the payment of the assessment to the water assurance district. Motion carried.

## **WASTE TIRE GRANT**

Clerk Crumrine informed the council of the upcoming 2017 deadline to apply for picnic tables and benches through the KDHE Waste Tire Grant and asked if the city wanted to apply for more picnic tables for Elmore Park.

Motion by Cooper, second by Nash to wait until next year to apply. Motion carried.

## **SWIMMING POOL MANAGER**

Shawna Clayborn had told the city clerk that she wouldn't be able to run the swimming pool this year and but thought that Debbie Renee Johnson, who was the Assistant Manager last year, was interested in running it this year. Clerk Crumrine will check with Johnson to see if she is interested.

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

Seal

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Mayor

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City Clerk