

# UNAPPROVED MINUTES

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

July 3, 2017

The Chetopa City Council met in the rescheduled session on Monday, July 3, 2017 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

PRESENT: Council Members/Juanita Kepner, Betsy Koontz, Carthen Nash and Linda Seaman. Gary W. Bryant and Geraldine Castle were not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Attorney Shane Adamson (at 7:04 p.m.), Officer Ronnie Butler, Susan and Bruce Sanderson, Madison Cavender, Darrin Jackson and Sandra Fleming.

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

A vacation request for Paul Trinkle and the 2<sup>nd</sup> Qtr. Fire Department Pay was added to the agenda.

Motion by Nash, second by Koontz to approve the Agenda with the additions. Motion carried.

The clerk pointed out that there was a name error on discussion on page one that had been corrected after copies had been made for the council packets.

Motion by Nash, second by Kepner to approve the Minutes of the last regular meeting with the correction noted. Motion carried.

Motion by Koontz, second by Seaman to approve the Minutes of the June 23, 2017 Special City Council Meeting. Motion carried.

Koontz questioned the use of the Special Liability Fund as the liability/property insurance was now being paid out of General Operating.

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

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

### **APPROPRIATION ORDINANCE # 3537** as follows:

Payroll Funds	\$29950.89
Other Funds	<u>30098.20</u>
Total of all funds	\$60049.09

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

**Susan and Bruce Sanderson** were present to discuss the 929 Plum property next to theirs owned by Caleb Scales that needed mowing. A letter has been sent out and it's been partially mowed but there are armadillos and snakes coming from the property. Officer Butler will go talk to Scales about the property.

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**Mayor Robison** will set up a meeting with Bryant and Nash to work on employee evaluations. He had received a complaint from CB Fritz concerning tall grass in back yard of a neighboring house, inquired about Bill Neel using the city sidewalks for his business and asked if a follow up has been done on the registration of the pit bull dog that had bitten a lady that had been discussed at a previous meeting. These items will be put on a list for Police Chief Feagan to follow up on.

**Kepner** reported on a property that needed mowed, which will be added to the list for Police Chief Feagan.

**Nash** discussed several properties that are not structurally sound and not secure that had been discovered when they had been called out to look for a missing resident. These will be put on a list for condemnation. Also discussed was if the employees have gotten their CDL's. The clerk was instructed to review the minutes to see if a time frame had been given for employees to get the licenses. City Supervisor Jason Dugan was not at the meeting to give a status on the dump station. Pictures of the Pratt, KS dump station were reviewed.

**Koontz** asked if the money in the Special Liability Fund could be used for other purposes such as towards condemnations or fixing the wall on the Neosho River. The clerk will check into this with the auditors and report back at the next meeting. Koontz also wanted to thank Jason Dugan for getting the fencing that had been stolen put back up.

**Clerk Crumrine** presented a vacation request for Paul Trinkle for three days of vacation July 22-24, 2017.

Motion by Nash, second by Kepner to approve the vacation request for Trinkle. Motion carried.

**Clerk Crumrine** read the pay request from Fire Chief Doug Moses asking for a total fire department pay of \$456 for the 2<sup>nd</sup> Qtr. meetings, training and fire runs.

Motion by Koontz, second by Kepner to approve the Fire Department 2<sup>nd</sup> Quarter pay request. Motion carried.

**Attorney Adamson** will work on the easements for the Dollar General project but needs the legal descriptions.

**Mayor Robison** wanted to tell Dugan that they did a good job on the bridge lights.

## **ELMORE PARK RESTROOM/SHOWER FACILITY BIDS**

Darrin Jackson was present to discuss his bid on the concrete work and when asked about the liability insurance requirement, asked if the city could reduce the \$1,000,000 insurance requirement for the contract.

Motion by Koontz, second by Nash to table a decision on awarding the bid until the insurance question was checked out by the clerk. Motion carried.

## **MOWER DISCUSSION**

City Supervisor Dugan was not present to present the mower quotes.

## **CITY HELPER APPOINTMENT**

Mayor Robison, Seaman and Nash had interviewed two applicants and had made a job offer to Joey Midgett, who had started work last week.

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Mayor Robison appointed Joey Midgett as City Helper.

Motion by Nash, second by Koontz to confirm the appointment. Motion carried.

**Mayor Robison** asked if the work that had been delayed on the storm shelter had been completed. A gentleman had come to clean the walls but the clerk didn't know if the engineer had been back to inspect the work. This will be followed up on.

Motion by Koontz, second by Nash to enter into Executive Session to discuss non-elected personnel with the mayor, council, legal counsel and clerk present for a period of 5 minutes with session ending at 8:04 p.m. Motion carried.

Entered: 7:59 p.m.

Returned: 8:04 p.m.

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

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

Seal

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Mayor

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City Clerk