

UNAPPROVED MINUTES

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

August 1, 2017

The Chetopa City Council met in regular session on Tuesday, August 1, 2017 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

PRESENT: Council Members/Gary W. Bryant (at 7:04 p.m.), Juanita Kepner, Geraldine Castle, Betsy Koontz, Carthen Nash and Linda Seaman.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Shane Adamson, City Supervisor Jason Dugan (at 7:23 p.m.), Water Plant Leadman Mike Tyler and Jim Blundell.

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

The Wave Wireless Lease Agreement and the water tower discussion were added to the agenda.

Motion by Nash, second by Castle to approve the agenda with the additions. Motion carried.

Mayor Robison questioned the motion concerning starting condemnation proceedings on a home that had been owned by Karen Weir who is deceased. Crumrine pulled the notes from the meeting to verify that the notes stated a motion was made. (Crumrine had been called away with a family emergency and was not present for this discussion.) Discussion followed.

Motion by Koontz, second by Bryant to rescind the motion to start condemnation proceedings on the Weir property. Motion carried.

Motion by Koontz, second by Kepner to approve the Minutes of the last regular meeting, noting the rescinded motion change. Motion carried.

Motion by Nash, second by Kepner to approve the Minutes of the July 25, 2017 Special City Council meeting. Motion carried.

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

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

APPROPRIATION ORDINANCE # 3539 as follows:

Payroll Funds	\$30497.31
Other Funds	<u>53455.84</u>
Total of all funds	\$83953.15

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Water Plant Leadman, Mike Tyler asked about keeping the water plant hours and not being required to take a mandatory lunch as set out in the personnel policy manual that was adopted December 6, 2016. There had been a misunderstanding regarding the water plant working hours and the mandatory lunch break had not been implemented. Discussion followed

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and the council was in agreement to leave policy manual as written: "All employees with the exception of the Police Department are required to take a mandatory 30 minute lunch break." Tyler reported that Jerry Goins was going to look at the water plant pipe repair to make recommendations. Other options were discussed but Tyler requested Goins to look at it first and then look at other options. The clarifier is working well and it was reported that a wrong part had been sent to repair the rapid mixer, but the correct part is being sent. Information that Clerk Crumrine had presented to the council last year regarding the 2014 water plant state inspection and cost estimates to clean, inspect and paint the water tower interior and exterior was reviewed and discussed. The clerk was instructed to contact SEKRPC to see about applying for a grant to help with the cost of the repainting. The motion made when Tyler was hired, required him to have certification obtained six months after his 1st eligible date to take the certification test. The first testing date is October 25, 2017 in Garden City and Tyler asked if he could wait until December 14, 2017 in Emporia to test, to keep expenses down as he could drive up and back that day and not have the expense of a motel room.

Motion by Castle, second by Koontz to send Tyler to the Emporia testing site in December. Motion carried. (Tyler left).

Mayor Robison and other council members discussed properties that needed to be mowed and cleaned up. City Supervisor Jason Dugan reported that he had talked to the contractor doing the Veterans Memorial and made arrangements to have the concrete poured at the museum so that the old flag pole at Veterans Park could be moved to the museum grounds. Mayor Robison reported that he would be attending a meeting in Mt Vernon August 24th with the other three Missouri Empire wholesale cities. Dugan stated that Twin Valley is interesting in supply the electric to the city and a proposal needs to be given to the city to review.

Nash asked about the status of the RV dump station by Riverside Sporting Goods and if anything was going to be done with it. Dugan reported that he has been working on the Veterans Memorial and the water plant and hadn't had time to look at what was needed to be done.

Koontz questioned what was going to be done on the sidewalk usage by Bill Neel. Police Chief Feagan reported that a ticket had been issued and will go through the court system.

Castle discussed that no water had been billed on the old Koopman property and that she had brought it to Debbie Darnell's attention last month but it still wasn't on the billing this month. Dugan will check into why a reading wasn't done.

Mayor Robison asked for suggestions on a better way to charge businesses for sewer.

Clerk Crumrine reported that she had found plans for the water tower and intends to take them to the courthouse to get copies made because the original plans are very fragile and crumbling. A copy will be sent to the water plant for their use.

Attorney Adamson reviewed changes to the Wave Wireless lease agreement and his concerns and recommendations on the wording in item 12. Discussion followed.

Motion by Bryant, second by Kepner to send back the agreement as proposed by Attorney Adamson omitting the added language put in by Wave Wireless that wasn't in the original agreement. Motion carried.

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MOWER QUOTE DISCUSSION

City Supervisor Dugan discussed mower quotes that he had received on the Altoz (\$9500); Bad Boy (\$9000); Grasshopper (\$9700); and John Deere (\$10000). The dealers will need to look at the Altoz mower for a trade in price. Discussion followed.

Motion by Koontz, second by Kepner to give Dugan authority up to \$5000 to purchase a mower. Motion carried. Dugan stated that he would like to trade out the John Deere mower next year.

Dugan asked about overlaying streets this year and discussed two streets that needed repairs. Discussion followed.

Motion by Nash, second by Seaman to get bids to overlay and if less than \$30000 proceed with scheduling the project. Motion carried.

VERIZON ONE-TALK PHONE SYSTEM

The proposal from Verizon to replace the phone system at the water plant, police station and city complex was discussed. The city is under contract with AT&T until 04/04/18 and it will cost \$15 per line per remaining contract months to switch. Discussion followed.

Motion by Nash, second by Kepner to approve transferring to the Verizon One-Talk Phone System per their proposal. Motion carried.

EMPLOYEE EVALUATION FORM

Mayor Robison and Nash had met and worked on an employee evaluation form that was presented for review and discussion. Once the evaluations are done, they will be reviewed by the whole council before they are presented to the employee.

Motion by Bryant, second by Koontz to adopt the employee evaluation form as drawn up by the committee. Motion carried.

SPECIAL ASSESSMENT ORDINANCE

Crumrine presented the ordinance to levy the unpaid mowing and condemnation costs to the properties as a special assessment.

Motion by Nash, second by Kepner to adopt the special assessment ordinance as presented. Motion carried.

ORDINANCE NO. 902/AN ORDINANCE MAKING AND LEVYING A SPECIAL TAX UPON ALL LOTS AND PARCELS OF GROUND IN THE CITY OF CHETOPA/KANSAS LIABLE FOR THE COST AND EXPENSE OF MOWING IN SAID CITY DURING THE MONTHS OF MAY AND JUNE, 2017 AND CONDEMNATION CHARGES FOR 2017.

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

Seal

Mayor

City Clerk