

# UNAPPROVED MINUTES

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

September 5, 2017

The Chetopa City Council met in regular session on Tuesday, September 5, 2017 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

PRESENT: Council Members/Juanita Kepner, Geraldine Castle, Betsy Koontz, Carthen Nash (at 7:08 p.m.) 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 Bill Moses (at 8:35 p.m.).

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

Motion by Castle, second by Koontz to approve the agenda as presented. Motion carried.

Motion by Seaman, second by Kepner to approve the Minutes of the last regular meeting. Motion carried. Koontz abstained.

Motion by Koontz, second by Seaman to approve the Treasurer Report. Motion carried.

Koontz questioned the payment to Wilbert Memorials and was told that it was the Veterans Memorial and reimbursement has been made from the donations received towards the memorial. Mayor Robison asked if the dirt had been reimbursed that Nathan Blackledge has hauled and City Supervisor Dugan said that some of the dirt has been used in other places to fill in holes.

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

### **APPROPRIATION ORDINANCE # 3541** as follows:

Payroll Funds	\$ 27951.44
Other Funds	<u>137427.15</u>
Total of all funds	\$165378.59

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

**Jim Blundell** was not at the meeting but had inquired if the city was going to sell the old generator that was replaced at the main lift station. Discussion followed and Dugan will research the cost of scrap metal.

**Mayor Robison** reported on the meeting that Debbie Darnell and he attended in Mt Vernon. A decision needs to be made by November whether Chetopa is going to join in with the Missouri cities or find an alternative. Dugan stated that Twin Valley is working on a quote for the city to consider.

**City Supervisor Dugan** reported that the flag pole installation at the museum is done, asphalt has been put down by the Veterans Memorial, the mower and loader have been fixed, a pole has been put up for the Dollar General and Teeter's Paving, LLC is scheduled to be here sometime in September to overlay streets.

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**Police Chief Feagan** reported that the 1<sup>st</sup> Responders had finished up the EMT classroom work and will be finishing up the 16<sup>th</sup> of September in Independence. An invitation to attend the graduation ceremony on September 25, 2017 at 6:00 p.m. was extended to the Governing Body.

**Mayor Robison** asked about the Tech 5 internet service and Clerk Crumrine had received an email from them that the internet service was at the tower in town and they hoped to have the system setup for customers over the next few days.

**Attorney Adamson** reported that he is working with Wave Wireless to finalize the agreement. The City of Parsons is acting on their agreement and he will compare their agreement with Chetopa's.

**Clerk Crumrine** discussed the 2016 audit report, gave an update on the new phone system installation and discussed the status of the CDL licenses. A driving test is scheduled for September 20<sup>th</sup> at Chanute to complete the CDL requirement. The council extended the deadline to October 3<sup>rd</sup> for city crews to get their CDL's. Items needing repaired at the pool include the pool tarp, liner and diving board replacement. The park committee of Seaman and Castle will look into prices for a diving board.

**Mayor Robison** discussed the storm shelter emails that had been provided by the clerk. Bruce Boettcher with BG Consultants has been in contact with Sprouls concerning the cleaning of the walls and pictures were reviewed by the council. The clerk will request that Boettcher continue to contact Sprouls regarding the warranty work.

**Kepner** had been contacted by Nancy Miller regarding the properties around her residence. This will be checked into further.

**Castle** asked if the new mower had been used across the river in the East River Park as the mower deck needs adjusted because it is cutting uneven. Dugan will look into this. The Karen Weir property still needs the brush and trees cut down from around the house. The door locks need to be changed at the water plant with non-duplicable keys. The water plant KDHE inspection and the water line replacement were discussed.

**Koontz** discussed the cleanup needing to be done at the Kathy Pease residence, the items stacked on the sidewalks by Bill Neel, dead animals on the streets and commented on the high mileage being paid to the librarian.

**Nash** reported that James Reynolds is working on a rough draft design for the welcome signs. It had been reported that the backhoe was running down the street with someone on the step and City Supervisor Dugan stated that that has not happened.

## **USD 505 DEEDS**

The deeds had been received from the school for the Hornet Addition and property north of the Hornet Addition. Attorney Adamson reviewed them and did not find a legal description for the properties. This will be discussed with the school. (Upon further review, it was noted that the legal descriptions were on the attachment but were labeled as Tract Description.)

## **CITY PROPERTY SALE**

Aaron Conard had contacted Mayor Robison and offered \$600 for the lots next to the electric shop on Maple that had previously been discussed at the January 3<sup>rd</sup> council meeting.

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Motion by Koontz, second by Castle to sell the property to Conard for \$600. Motion carried.

## **NIMS TRAINING**

All governing body members, city employees, fire department and 1<sup>st</sup> responder personnel are required to take IS100 and IS700 online courses to receive federal funding, grants, training and reimbursement of disaster recovery costs. Instructions on how to register for a student identification number and steps to take the courses were given to the council and will be distributed to the others.

## **ELMORE PARK BATHROOM/SHOWER FACILITY METAL COLOR SELECTION**

A color sample sheet was passed around for the council to select the metal colors for the bathroom/shower facility. Discussion followed.

Motion by Kepner, second by Castle to have the roof Hunter Green and the walls Light Stone. Motion carried. Koontz voted no.

**Mayor Robison** recognized visitor Bill Moses, who stated he thought there was going to be a cemetery board meeting. The meeting has not been scheduled.

## **EXECUTIVE SESSION**

Motion by Koontz, second by Castle to enter into executive session for 15 minutes to discuss non-elected personnel with mayor and council present with session ending at 9:15 p.m. Attorney Adamson was told he could leave as they didn't think he would be needed for the executive session. (Adamson and Moses left)

Entered: 9:00 p.m. Returned: 9:15 p.m.

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

Motion by Koontz, second by Castle to reenter executive session for 15 minutes to discuss non-elected personnel with mayor and council present with session ending at 9:30 p.m.

Entered: 9:15 p.m. Returned: 9:30 p.m.

Mayor Robison called the meeting back to order and no action was taken from executive session. The clerk was instructed to put employee evaluations on the next meeting's agenda.

## **BUILDING PERMIT**

Posted on the Chetopa Residence Facebook Page and the Chetopa.org website: David Carter to build a 45' x 24' garage at 330 Locust St. There were no protests to the permit. Building Inspector Gary Bryant was not at the meeting to discuss the permit application.

Motion by Nash, second by Kepner to approve the building permit pending the building inspectors approval. Motion carried.

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

Seal

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Mayor

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City Clerk