

UNAPPROVED MINUTES

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

October 17, 2017

The Chetopa City Council met in regular session on Tuesday, October 17, 2017 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison

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

ALSO PRESENT: Clerk/ Toni A. Crumrine, Police Chief Scott Feagan, Attorney Shane Adamson, Debbie Darnell, Patty Wilkinson, Neal Daney, Gerry Bieker, Nancy Nading and Bill Moses (at 7:35 p.m.).

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

Three items, a vacation request, purchase of a soda ash feeder motor and First Responder run pay were requested to be added to the agenda.

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

Motion by Koontz, second by Castle to approve the Minutes of the last regular meeting. Motion carried.

Motion by Bryant, second by Castle to approve the Municipal Court Report. Motion carried.

Motion by Bryant, second by Seaman to approve the Treasurer's Reports. Motion carried.

Motion by Bryant, second by Koontz to approve the Warrant Ordinance. Motion carried.

APPROPRIATION ORDINANCE # 3544 as follows:

Payroll Funds	\$ 30909.35
Other Funds	<u>297369.02</u>
Total of all funds	\$328278.37

Neal Daney and Gerry Bieker with KMEA gave a presentation on KMEA supplying electric to Chetopa after the contract with Empire expires in 2020 and what the council would have to do to get a KMEA membership. Discussion followed and the membership packet will be sent to the city. (Daney and Bieker left).

Nancy Nading was present to discuss a safer way to get to the Dollar General store for people that walked or rode bicycles as there is no sidewalks from Pecan Street and people are walking on the side of the highway. This will be looked into more to see options.

Motion by Seaman, second by Koontz to adjourn the meeting to hold the Oak Hill Cemetery Association Board meeting. Motion carried.

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Mayor Robison called the adjourned meeting back to order.

Patty Wilkinson showed the council a Food for Fines for the council to consider. A person owing a fine can get up to \$50 waived by bringing canned food which will be donated to the Food Bank. The Food for Fines will run November 1st through December 15, 2017.

Motion by Castle, second by Koontz to implement the Food for Fines promotion for the Municipal Court. Motion carried.

City Supervisor Jason Dugan was not present but asked that the council be informed that Jeremiah Johnson had gotten his CDL and that a fire hydrant that was hit by a vehicle will need to be replaced. Clerk Crumrine asked Police Chief Feagan about an accident report. The report was done by Labette County and he would get a copy so that a damage invoice could be turned in to the insurance company.

Mayor Robison asked that City Supervisor Dugan be notified that there was a stop sign and Pecan and 7th Street that was broken off.

Castle reported that the RV dump station ground at Elmore Park be leveled off or sloped the other way as campers were having issues with using it. The trees in Veterans Park have not been cut down yet.

Mayor Robison had spoken with David Denney on the installation of the metal on the Elmore Park bathroom/shower facility about using city crews to install the metal. Denney had intended to hire a city employee to install the metal and suggested that the city purchase the metal and do the installation themselves to save money.

Motion by Bryant, second by Koontz to have city workers install the metal in lieu of David Denney doing it. Motion carried.

Attorney Adamson presented the revised Wave Wireless agreement and discussed the changes.

Motion by Bryant, second by Seaman to allow the mayor to sign the agreement. Motion carried. Attorney Adamson asked that a copy be sent to him and Wave Wireless.

Clerk Crumrine requested five (5) days' vacation from October 23-27, 2017.

Motion by Bryant, second by Koontz to approve the vacation request. Motion carried.

Clerk Crumrine presented information regarding the purchase of a motor for the soda ash feeder at the water plant. The cost of the motor is \$821 plus freight.

Motion by Castle, second by Bryant to approve the purchase of the motor. Motion carried.

Clerk Crumrine received a First Responder run pay request for the 3rd quarter in the amount of \$1020.

Motion by Koontz, second by Castle to approve the First Responder run pay request. Motion carried.

Clerk Crumrine discussed the small purchase policy that will be implemented should a potential purchase be expected to exceed \$5000; read two thank you cards, and informed the council that Mike Tyler, Jason Dugan and she had met with Phillip Fishburn to work on the water department's Emergency Response Plan (ERP).

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Bryant discussed the trees growing up in the east side fence behind the old fire station but will drive by again to see if they have been cut out.

Koontz reported that there were 2 pit bulls that had been aggressive by Linda Lawellin's residence; that the Good Sam's group had toured the museum Saturday; requested budget information be given monthly to the council and will discuss unpaid utility bills when it comes up in the old business.

Chief Feagan informed the council that he had been told that the Good Sam's group had spent over \$1000 in the community during their weekend stay.

Mayor Robison handed out the employee evaluation schedules and recapped the LKM Regional Supper that he had attended. It was inquired about when Tech 5 would be starting the installation and the clerk had been told that they would be starting the installation on the internet in the water plant, fire station and museum sometime this week.

Castle had received reports that the city crews were spending time in the shop building on Maple and discussed the heating of the building.

STORM SHELTER WARRANT WORK UPDATE

Email information was presented to the council concerning the warrant work still pending on the storm shelter. This will be followed up on.

UTILITY DELINQUENCY DISCUSSION

Castle discussed the shut off procedure and thought that the reconnection fee had been increase to \$50 and also suggested consideration of when utilities are shut off, leaving the water on for health reasons. Further discussion followed.

Motion by Bryant, second by Seaman to send out letters to all accounts with past due balances regardless of whether they already have a signed agreement but are delinquent on their agreement and notify them from this point forward the ordinance will be enforced, no ifs ands or buts and inform those without an agreement that they must sign an agreement and keep up the payment arrangements or the utilities will be shut off. Motion carried.

Motion by Castle, second by Koontz to have a monthly delinquency report for the council. Motion carried.

MUSEUM BOARD APPOINTMENT

It was found that the reappointment of the museum board every two years has not been done in accordance with Ordinance No. 763. A listing of the present board members was presented for appointment.

Mayor Robison appointed Janine Albertini, Sue Headley, Martha Sue Walker, Martha Lea Ridgway, Darlene Downing, Charlotte Frazier and Betty Withrow as board members and Betsy Koontz as Board Member at Large (to replace a resigning board member)

Motion by Bryant, second by Seaman to confirm the museum board appointment. Motion carried.

GAAP WAIVER RESOLUTION

Resolution No. 2017-5 to waive the GAAP reporting for 2017 was presented for adoption.

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Motion by Bryant, second by Castle to approve the GAAP Waiver Resolution. Motion carried.

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

Seal

Mayor

City Clerk