

UNAPPROVED MINUTES

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

January 16, 2018

The Chetopa City Council met in regular session on Tuesday, January 16, 2018 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Debbie Darnell, Patty Wilkinson, Shawn Nichols, John Donaldson and Jim Blundell.

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

Fire Department run/meeting pay, Fire Department FEMA grant application, Lawellin invoice for snow removal and Emergency Response Plan for water department were items added to agenda.

Motion by Bryant, second by Kepner to approve the agenda with the four added items. Motion carried.

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

Motion by Koontz, second by Kepner to approve the Municipal Court Report. Motion carried.

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

APPROPRIATION ORDINANCE # 3550 as follows:

Payroll Funds	\$ 28927.27
Other Funds	<u>181035.48</u>
Total of all funds	\$209962.75

Motion by Koontz, second by Castle to approve the Treasurer's Reports. Motion carried.

MAYOR, COUNCIL, EMPLOYEES & VISITORS

John Donaldson and Shawn Nichols with Liberty Utilities were present to discuss Liberty Utilities who purchased Empire District Electric just after the 1st of 2017 and gave the council a brochure on Liberty. It was requested to call an executive session to discuss confidential data relating to financial affairs.

Motion by Koontz, second by Castle to enter into executive session for the purpose of discussing confidential data relating to financial affairs of second parties with the mayor, council, clerk, Debbie Darnell, John Donaldson and Shawn Nichols present for a period of 5 minutes with the session ending at 7:21 p.m. Motion carried.

Entered: 7:16 p.m.

Returned: 7:21 p.m.

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Mayor Robison called the meeting back to order. Discussion followed as to rate savings that might be offered by Liberty Utilities. Koontz questioned why the rate savings suggested can't be done now and further discussion followed.

Motion by Castle, second by Kepner to allow the mayor to sign the mutual confidentiality agreement with Liberty Utilities Co. Motion carried. Mayor Robison signed two copies of the confidentiality agreement. (Nichols and Donaldson left)

Jim Blundell asked about the bathroom/shower facility at Elmore Park and why money wasn't appropriated to complete the work that was omitted from the bid by David Denney. The remaining funds will be reviewed.

Mayor Robison discussed future meeting with Bill Eichman with Empire District Electric and city council members

Motion by Castle, second by Koontz to adjourn the council meeting to hold the Oak Hill Cemetery Association Board meeting and then re-convene after the board meeting conclusion. Motion carried.

Mayor Robison called the adjourned meeting back to order at the conclusion of the Oak Hill Cemetery Association Board meeting.

Police Chief Feagan gave the clerk the First Responder 4th Quarter 2017 run pay request and ask if Darci Wilkinson could be allocated one hour to clean the police station.

Motion by Castle, second by Koontz to allocate one hour to Wilkinson to clean the police station. Motion carried.

Mayor Robison asked about the letter that was sent to Sprouls Construction and the clerk reported that she had not received a copy of the letter and didn't know the status of the request. This will be discussed with the attorney who was not present at the meeting because of illness.

Clerk Crumrine reported that the First Responders had 28 runs for the 4th Quarter of 2017 for a total run pay request of \$560.

Motion by Bryant, second by Kepner to approve the First Responder run pay. Motion carried.

The fire department asked permission to apply for bunker gear in the FEMA fire grant. This is a 95%/5% match and the proposed request will be for 22 sets of bunker gear at a total quote of around \$72000 of which the city would have to match \$3600. The clerk will assist in the FEMA grant application.

Motion by Castle, second Kepner to allow the fire department to apply for the FEMA grant. Motion carried.

The Fire Department submitted a pay request for the meeting/run pay in the amount of \$656.00 for the 4th Quarter of 2017.

Motion by Koontz, second by Bryant to approve the fire department pay request. Motion carried.

Zach Lawellin had submitted an invoice for \$500 for snow removal and the clerk reported that the city didn't have a current contract with Lawellin. Discussion followed and the clerk was instructed to contact Lawellin concerning the contract and what he wanted on the contract.

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Motion by Castle, second by Kepner to approve the payment of \$500 for Lawellin for the snow removal. Motion carried.

The Emergency Response Plan for the water utility was discussed and the clerk expressed some concerns on the people designated for parts of the plan and requested that anyone that would to please review the plan and make notes. Castle and Koontz volunteered to review the plan.

Koontz reported that the 2011 Ford truck that the police will be rotating out of the department is valued at \$17650 and felt that the \$12000 starting price point was too low. The property on Plum Street that has been discussed previously now has a mattress thrown on the logs.

A generator for the water plant was discussed and cost estimates will be looked up for review. Chief Feagan discussed getting an electrician to wire the city office for a generator that is at the police station so that the city office will have phone and computer service when there is a power outage.

Motion by Castle, second by Koontz to have the box wired up to feed a generator for the city office. Motion carried.

Koontz reported that there is a pot hole by Dave and Joyce Grant on S. 4th St. and a hole that needs dirt just off the ramp at the Chetopa Community Clinic. City Supervisor Dugan will be notified of this.

NIMS TRAINING

Clerk Crumrine reminded the governing body members of the required NIMS Training.

PRESIDENT OF THE COUNCIL ELECTION

Motion by Koontz, second by Kepner to nominate Gary Bryant for the Position of President of the Council. Motion carried.

COMMITTEE/BANK/NEWSPAPER APPOINTMENTS

Mayor Robison designed the following appointments:

Industrial—Kepner & Bryant; Property—Seaman & Kepner; Ordinance—Bryant & Koontz; Police—Nash & Seaman; Street, Alley & Sanitation—Bryant & Nash; Water & Electric—Koontz & Castle; Parks—Castle & Seaman; Building Inspector—Gary W. Bryant; Civil Defense Directors—Police Chief Feagan and Fire Chief Blackledge; Bank—Chetopa State Bank; Newspaper—Labette Avenue & Parsons Sun and Christmas Decorations—Mayor & Clerk.

Motion by Castle, second by Koontz to approve the committee and other designations. Motion carried.

A billing from Bob Boyd for \$134.72 for rental of equipment to dig a drainage ditch was presented for discussion. No action was taken from discussion.

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

Seal

Mayor

City Clerk