

# UNAPPROVED MINUTES

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

March 20, 2018

The Chetopa City Council met in regular session on Tuesday, March 20, 2018 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Shane Adamson and Kim Riddle.

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

Motion by Koontz, second by Nash to approve the agenda. Motion carried.

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

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

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

Questions were asked and answered on several vendor payments.

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

### **APPROPRIATION ORDINANCE # 3554** as follows:

Payroll Funds	\$ 27577.34
Other Funds	<u>135100.43</u>
Total of all funds	\$162677.77

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

**Kim Riddle with Bill Thompson Insurance Agency** was present to discuss the renewal of the city property, liability and work comp insurance policy. The total policy decrease \$2532 from last year. Discussion continued on items that need removed from coverage as the city no longer has the equipment.

Motion by Koontz, second by Castle to renew the insurance policy with Thompson Insurance Agency. Motion carried.

**Clerk Crumrine** discussed the repairs that are needed at the main lift station on Willow Street and that Bryant Midgett had requested a backup pump that will be a spare for the East Cherry Lift Station and the three grinder pumps in the event that one of them fails. Discussion followed.

Motion by Bryant, second by Koontz to approve the purchase of the backup pump. Motion carried.

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A proposal to have technicians come to make repairs on the Willow Lift Station was presented for discussion.

Motion by Castle, second by Koontz to approve the proposal for the repairs of the Willow Lift Station. Motion carried.

Mike Tyler had discussed changing the sand in the pool filters and discussion followed.

Motion by Castle, second by Koontz to have Tyler proceed with getting estimates on changing the sand in the filters. Motion carried.

Tyler had also requested attending the trade show at the KRWA conference in Wichita. Paul Trinkle will be able to work at the water plant on Wednesday, March 28<sup>th</sup> so the only cost to the city would be the mileage there and back. Police Chief Scott Feagan offered his old police truck to be used as it has been taken out of commission from the police department.

Motion by Koontz, second by Nash to allow Tyler to go to the KRWA trade show. Motion carried.

The bathroom/shower facility at Elmore Park is all plumbed with the exception of a bracket for the urinal and shower head. It was asked about the insulation whether it would be blown in, padding or foam. Discussion followed and the clerk was given a phone number to call for a quote. KDHE wouldn't allow Bryan Midgett to be signed up as the city's Operator in Training but after discussion, Britt Commons was allowed to be designated as the OIT. A proclamation for designating April as Fair Housing Month was presented for approval.

Motion by Bryant, second by Nash to sign the proclamation. Motion carried.

Chief of Police Feagan gave an update on the new truck and asked what the council wanted to do with the other truck. Discussion followed on disposition of the truck and a seat repair.

Motion by Nash, second by Koontz to put the 2011 Truck on Purple Wave. Motion carried.

Motion by Bryant, second by Castle to approve having the truck seat repaired up to \$400. Motion carried.

**Police Chief Feagan** asked permission to accept a part-time job with the EMS as his wife is no longer able to work.

Motion by Bryant, second by Koontz to approve Feagan working part-time with the EMS. Motion carried.

**Attorney Adamson** discussed the ordinance to close out the Special Liabilities Fund and transfer the fund balance to the General Operating Fund. Clerk Crumrine had drafted an ordinance and Adamson had reviewed it and found it ready to execute.

Motion by Nash, second by Castle to approve Ordinance No. 905. Motion carried.

**ORDINANCE NO. 905/AN ORDINANCE OF THE CITY OF CHETOPA, KANSAS AUTHORIZING THE CLOSING OF THE SPECIAL LIABILITIES FUND AND THE TRANSFERRING OF THE BALANCE OF SAID FUND TO THE GENERAL OPERATING FUND.**

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**Castle** discussed the collection of camping fees and the addition of a water hydrant at the dump station. Prior information regarding fee collection will be looked up and given to the council. Castle questioned if Charles Archer had built on to his house and asked about the status of the electrical service repairs needed at Bill Neel's house. Discussion followed.

Motion by Bryant, second by Koontz to see if repairs have been done and then write letter to Bill Neel and have letter state if not fixed, the electricity will be shut off. Motion carried.

**Bryant** asked about the number of pit bull dogs in town. Discussion followed and Chief Feagan had no issue with enforcing the ordinance but asked for the governing body to back him and his officers in the enforcement. No action was taken on discussion.

**Nash** discussed the company removing the drift off the Veterans Memorial Bridge.

**Koontz** questioned if Jerry Midgett had given notice of his last day and was told that he hadn't. Discussion was held on hiring a seasonal mowing person.

Motion by Nash, second by Koontz to take application until March 23<sup>rd</sup> and a committee meet March 26<sup>th</sup> to review the applications and set up interviews. Motion was amended to include giving the committee the authority to offer employment to possibly start April 2<sup>nd</sup>. Motion carried. Robison, Nash, Seaman and Castle volunteered to serve on the committee.

**Koontz** stated that the log pile on the property on Plum Street is being worked on.

**Mayor Robison** asked if any of the council members would like to be the code enforcement officer. He had a recommendation for the Chetopa Pride City Wide cleanup of April 21<sup>st</sup> through April 30<sup>th</sup>.

Motion by Castle, second by Nash to schedule the Spring cleanup for April 21-30, 2018. Motion carried.

**Mayor Robison** discussed the pending projects of the city, dump station by Riverside Sporting Goods and the Shower/Restroom Facility at Elmore Park and wanted to focus on the Elmore Park project. Gene Bunch wants a driveway to his property off 9<sup>th</sup> Street but this will wait until he starts to build a garage. Robison is still working on redoing the "Welcome to Chetopa" signs.

## **BUILDING PERMIT**

Posted on city website and Facebook with no protests, Mark A. Rhodes to move an existing 10' x 20' shed from Oswego to 914 Elm Street in the City of Chetopa. Pictures were sent to the city clerk and passed around. Building Inspector Bryant did not have an opportunity to talk to Rhodes and wanted to do so before he approved the permit.

Motion by Koontz, second by Castle to approve the building permit for Rhodes pending Building Inspector Bryant's signing off on the permit application. Motion carried. (Nash left at 8:32 p.m. during the discussion of the building permit.)

## **POOL APPLICATIONS**

Two applications for pool manager had been received: Lindy Kirkwood and Barbara Johnson and Lifeguard applicants were: Zachary Wulf; Ashley Johnson; Jayla Whetstone; Darci Wilkinson; Chance Smith; Christian Moore; and Kacie Mercer. Kirkwood, Moore and Mercer

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are not certified and would have to attend the training. Clerk Crumrine had received information from the college regarding the lifeguard certifications and the class is limited to 10 students. Discussion continued.

Motion by Koontz, second by Castle to send three applicants to the LCC lifeguarding training. Motion carried.

Mayor Robison appointed Lindy Kirkwood as pool manager pending her being certified and Barbara Johnson as assistant pool manager.

Motion by Koontz, second by Castle to confirm the appointments. Motion carried.

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

Seal

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Mayor

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City Clerk