

# UNAPPROVED MINUTES

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

June 5, 2018

The Chetopa City Council met in regular session on Tuesday, June 5, 2018 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Terry G. Robison

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, City Supervisor Bryan Midgett, Attorney Shane Adamson, Judy Wilson, Megan Berry, David Farrow and Jim Blundell.

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

The clerk requested that the alley closing discussion be taken off the agenda.

Motion by Nash, second by Koontz to approve the agenda with the removal of the alley closing. Motion carried.

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

Koontz discussed the closing of the CD in the Water Reserve Fund and transferring the balance to the Water Fund.

Motion by Castle, second by Koontz to close out the Water Reserve Fund CD and deposit balance in the Water Fund. Motion carried.

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

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

### **APPROPRIATION ORDINANCE # 3559** as follows:

Payroll Funds	\$ 28417.51
Other Funds	<u>175069.47</u>
Total of all funds	\$203486.98

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

**Judy Wilson** asked about the rules and regulations for dogs running at large and the procedure and ordinances were discussed. **Megan Berry** asked if she could be notified when a dog is picked up as they try to adopt dogs out if owners cannot be found.

**Mayor Robison** discussed the proposed car wash to raise funds for the purchase of a diving board. The clerk discussed the manager's request to hire Jessica Schertz to fill in as manager when either the manager or assistant manager is not available. The only other option is to close the pool if a fill in is not hired.

Motion by Nash, second by Koontz to hire Jessica as a fill in Manager to be used only if the manager and assistant manager is not available. Motion carried.

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Pool Manager Shawna Clayborn had been asked about Senior Discounts for pool admissions and asked if the daily rate could be decreased or have a once a week \$1 admission day to help keep attendance up. It was decided not to have a senior discount.

Motion by Koontz, second by Kepner to set up a once a week \$1 admission. Motion carried.

**Mayor Robison** reported that he had a meeting with Empire in Joplin on June 14<sup>th</sup> and a telephone conference meeting with KMEA on June 13<sup>th</sup>.

**Kepner** discussed property across from her mother's house that has tall grass. A letter received from Lloyd McGill was discussed concerning mowing billing on property that he owns in Chetopa and the letter stated that the property would be on the next tax sale.

**Castle** asked the status of the shower house in Elmore Park and a tentative date of completion was set for July 4<sup>th</sup>. Castle also asked Police Chief Feagan about park collections and a request was made for Debbie Darnell to print out the collections and which fund the money is deposited in. A status of the dump station by Riverside Sporting Goods was discussed. It was discussed to hire Brett Darnell to help work on the shower house.

Motion by Nash, second by Kepner to hire Darnell to help finish the shower house. Motion carried.

**Castle** asked if Davenport had been sent a letter on trash piled around his residence and Castle will sign a complaint on the property to start the procedure.

**Koontz** gave an update from the Solid Waste Management Committee that Castle and her attended and noted that funds for past years were disbursed to cities. Chetopa has received some funds from this disbursement. Another transfer station is being considered. She discussed the Elmore Park guard rail with City Supervisor Midgett. Bill Moses had mowed the cemetery portion that the city normally mows and it was asked if he could be paid \$250 for this mowing.

Motion by Castle, second by Koontz to pay \$250.00 for the one time Moses mowed. Motion carried.

**Clerk Crumrine** asked how many wanted the new LKM Governing Body handbooks. Koontz and Kepner asked to have one ordered for them. There is a hump on the porch in front of the city office door and the clerk was instructed to get a price on fixing it. The safety report audit was received and July 25 is the date to have the corrections done unless an extension is requested. KDHE requires that a certified wastewater operator be hired until City Supervisor Midgett can get certified as OIT operator Commons had resigned.

Motion by Koontz, second by Seaman to contact Nathan Barnett to see if he would fill in as Chetopa's certified wastewater operator until Midgett is certified. Motion carried.

There is a city clerk regional meeting on June 21<sup>st</sup> at Parsons and the clerk requested permission to attend the meeting.

Motion by Koontz, second by Castle to allow the city clerk to attend the meeting. Motion carried.

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**Police Chief Feagan** questioned City Attorney Shane Adamson on whether they could ban someone from the city parks. Discussion followed and Attorney Adamson will look into drawing up an ordinance to allow the city police to ban someone.

**City Supervisor Midgett** will be on vacation in two weeks and discussed who would fill in while he is gone. Discussion followed.

Motion by Castle, second by Koontz to contact Britt Commons for working one week and if Commons is unavailable asked Nathan Barnett to be on standby in case of an emergency. Motion carried.

## **BUDGET DISCUSSION**

Mayor Robison asked that all department heads have budget requests in for the next council meeting.

## **CAMPING FEE COLLECTIONS**

Information was presented concerning camping fees and will be put on the agenda for the next meeting.

## **PROBATIONARY PERIOD**

City Supervisor Midgett's probationary period is up. Discussion followed.

Motion by Nash, second by Seaman to remove Midgett from Probation. Motion carried.

## **VACATION REQUEST**

Water Plant Operator Tim Grover request 40 hours of vacation from July 4 through July 8<sup>th</sup> and Water Plant Leadman Mike Tyler had approved the vacation.

Motion by Nash, second by Koontz to approve the vacation request for Grover. Motion carried.

## **CITY HELPER APPLICATIONS**

Motion by Koontz, second by Nash to enter into executive session to discuss non-elected personnel with mayor, council, legal counsel, city clerk and police chief present until 8:30 p.m. Motion carried.

Entered: 8:22 p.m.

Returned: 8:30 p.m.

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

Motion by Castle, second by Kepner to set up interviews. Motion carried. (Seaman left)

Interviews with Anthony Mayfield and Stuart Bradley will be set up for Thursday and James Harden will be contacted to see if he is interested in a city helper position.

Motion by Nash, second by Koontz to approve committee making a provisional job offer after interviews. Motion carried.

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

Seal

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Mayor

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City Clerk