

UNAPPROVED MINUTES

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

May 19, 2020

The Chetopa City Council met in regular session on Tuesday, May 19, 2020 at 7:00 p.m. at City Hall.

PRESIDING: Mayor Tammy Bushong

PRESENT: Council Members/Gary W. Bryant (at 7:16 p.m.), Juanita Kepner, Geraldine Castle, Betsy Koontz, Carthen Nash and Linda Seaman.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Robert Myers, Attorney Amy Ross, City Supervisor Bryan Midgett (Midgett sat in court room and Ross went to court room when Council Member Bryant arrived for meeting to be in compliance with the 10 person limit.)

Mayor Bushong led the council and visitors in the Pledge of Allegiance and opened in prayer.

It was requested to add a culvert purchase to the agenda.

Motion by Nash, second by Kepner to approve the agenda with the addition. Motion carried.

Motion by Koontz, second by Nash to approve the Minutes from the last regular meeting. Motion carried.

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

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

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

APPROPRIATION ORDINANCE # 3608 as follows:

Payroll Funds	\$24225.61
Other Funds	<u>56451.35</u>
Total of all funds	\$80676.96

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Mayor Bushong reported that Anthony Conard wanted to be added to the list of tree cutting and demolition contacts.

Kepner discussed complaint that she received regarding properties that needed mowed and demolished in the west end of town.

Mayor Bushong discussed the addition of a plexi-glass frame for the front office at a cost of \$500. Clerk Crumrine reported that City Supervisor Midgett had another option in mind.

Castle inquired when the city office lobby would be opened back up and discussed properties that needed letter written for grass. Police Chief Feagan gave Castle a listing of

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properties that notifications are being sent. It was asked when the date was for shutting utilities off for non-payment. Also discussed where alley's that are blocked and whether they were open or closed and two houses that have had porches, etc. enclosed and whether building permits had been applied for and discussion continued on the criteria requiring a building permit.

Koontz had noticed several yards needing mowed and was referred to the list that Castle had and also thanked City Supervisor Midgett for the installation of the towel and toilet paper holders and the grab bar in the council room restroom.

Nash discussed a tree removal at 215 Locust that could take out a secondary line and a request to take out an unsafe sidewalk at 627 Walnut. Koontz gave Crumrine the code section regarding sidewalks from the city code book and Attorney Myers reviewed and stated that if the sidewalk was taken out it seemed it was the responsibility of the property owner to put it back in.

Seaman discussed the condition of the old mill property and it was asked to find out the balance of the special assessments that are against the properties.

Police Chief Feagan requested to use vacation the first part of August.

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

City Supervisor Midgett reported that the mower that had been damaged is fixed and the company stated it should be fine. Invoice totaled \$883.00.

Mayor Bushong discussed the fencing at the park that needed to be in place due to the erosion of the river bank and the debris that is collecting on the piers of the bridge. Clerk Crumrine will contact KDOT and Representative Houser regarding this.

POOL OPENING/POOL MANAGER

Discussion was held on whether to open the swimming pool for the 2020 season. Clerk Crumrine gave the council a listing of the city's that have decided not to open their pools and also reported that she had been contacted by the CORE and was told that they would not be able to certify lifeguards due to the COVID-19 restrictions in place and they were not able to recommend any other options to get lifeguards certified. Discussion continued.

Motion by Koontz, second by Castle to not open the pool for the 2020 season due to the inability to get lifeguards certified and the COVID-19 restrictions in place. Motion carried. Koontz, Castle and Bryant voted yes; Nash, Seaman and Kepner voted no. Mayor Bushong voted yes to break the tie to not open the pool.

UTILITY INSTALLATION POLICY

Bryant had prepared information to be put in ordinance form for what services would be paid for by the city and by the property owner. This information was given to the council to review and make comments on for the next meeting.

BUILDING PERMIT

Posted on the city website and on the Facebook Chetopa Residents without comments for Bryan and Lori Midgett to build a 12' x 16' addition at 315 N. 3rd St., in the City of Chetopa.

Motion by Nash, second by Koontz to approve the building permit for Midgett. Motion carried. Mayor Bushong asked if the Jones building permit had been approved by Building Inspector Bryant and it had and Bryant signed the application for that permit also.

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ATTORNEY DISCUSSION/UPDATE

Attorney Robert Myers was present in the absence of City Attorney Shane Adamson who is in the hospital. Attorney Myers gave an update on Adamson and asked for council approval to have him provide legal advice during Adamson's absence.

Motion by Koontz, second by Kepner to authorize Attorney Robert Myers to provide legal advice in the absence of Attorney Adamson. Motion carried.

EXECUTIVE SESSION-NON-ELECTED PERSONNEL

Motion by Castle, second by Kepner to enter into executive session to discuss non-elected personnel with mayor, council, legal counsel and City Supervisor Midgett present for a period of 15-minutes with session ending at 8:10 p.m. Motion carried.

Entered: 7:55 p.m. Returned: 8:10 p.m.

Mayor Bushong called the meeting back to order and the following action was taken:

Motion by Nash, second by Seaman to enter back into executive session to discuss non-elected personnel with mayor, council and legal counsel present for a period of 5-minutes with session ending at 8:16 p.m. Motion carried.

Entered: 8:11 p.m. Returned: 8:16 p.m.

Mayor Bushong called the meeting back to order and the following action was taken:

Motion by Nash, second by Seaman to enter back into executive session to discuss non-elected personnel with mayor, council and legal counsel present for a period of 5-minutes with session ending at 8:22 p.m. Motion carried.

Entered: 8:17 p.m. Returned: 8:22 p.m.

Mayor Bushong called the meeting back to order and the following action was taken:

Motion by Nash, second by Koontz to terminate Anthony Mayfield immediately. Motion carried.

ELECTRIC RATE ORDINANCE

City Treasurer/Utility Bookkeeper Debbie Darnell had prepared an ordinance to incorporate the option that was approved at the last council meeting that Darren Prince had presented for the council to review. Discussion followed.

Motion by Nash, second by Koontz to adopt Ordinance 931 relating to electrical rates within the city and outside of the city limits. Motion carried.

ORDINANCE NO. 931/AN ORDINANCE AMENDING SECTION 15-301 OF THE CITY CODE OF THE CITY OF CHETOPA, KANSAS, RELATING TO ELECTRICAL RATES WITHIN SAID CITY AND OUTSIDE THE CITY LIMITS.

UTILITY ON-LINE PAYMENT INFORMATION

Information regarding setting up the ability to make on-line utility payments was presented and discussed.

Motion by Nash, second by Bryant to proceed with setting up on-line payment option for the city. Motion carried.

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CITY HELPER POSITION DISCUSSION

City Supervisor Midgett asked if the council wanted to take applications for the city helper position. Discussion turned to the residency requirement and Clerk Crumrine stated that the residency requirement was set in a charter ordinance and informed the council of the process to adopt a charter ordinance that is different from a regular ordinance.

Motion by Seaman, second by Castle to open the residency requirement to a 10 mile radius. Motion carried.

Discussion continued concerning the city helper application process.

Mayor Bushong appointed Nicholas Dimos as City Helper.

Motion by Nash, second by Seaman to confirm the appointment and set his probation period starting with his mowing position employment date. Motion carried.

Motion by Nash, second by Seaman to increase his hourly wage to the starting wage of \$12.50. Motion carried.

Applications will be taken for the mowing position.

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

Seal

Mayor

City Clerk