

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

July 19, 2022

The Chetopa City Council met in regular session on Tuesday, July 19, 2022 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Geraldine Castle and Ernie Wulf. Pam Campbell and Juanita Kepner were not present.

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

Mayor Bushong called the meeting to order and led the council and visitor in the Pledge of Allegiance and opened the meeting with prayer.

Clerk Crumrine noted that on the June 7, 2022 minutes a motion to approve Mike Tyler's vacation request had been left out and she gave the council a copy of the corrected minutes and also noted the change to the footer on the July 5, 2022 which had the incorrect date of the minutes.

Clerk Crumrine requested that the Labette Community College CTE Contract be added to the agenda.

Motion by Castle, second by Wulf to approve the Agenda with the addition. Motion carried.

Motion by Castle, second by Wulf to approve the correction on the June 7, 2022 minutes and approve the Minutes of the last regular meeting and the special council meeting held on July 12, 2022. Motion carried.

Motion by Seaman, second by Wulf to approve the Municipal Court Report. Motion carried.

Mayor Bushong questioned the large disbursement on the Municipal Court line of the 2nd Quarterly Treasurer's Report. Patty Wilkinson was called from the front office to see if she could clarify why the large disbursement. Action to approve the treasurer's reports was tabled until clarification could be given. Mayor Bushong also questioned why we had a lease purchase on the fire trucks and asked if it could be paid off using the firefighting equipment funds. Clerk Crumrine stated that the township fire protection fees were deposited in there and thought there were limitations on what those funds could be spent on but will check with Fire Chief Bryan Midgett.

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

APPROPRIATION ORDINANCE # 3662 as follows:

Payroll Funds	\$ 32809.98
Other Funds	<u>102058.53</u>
Total of all funds	\$134868.51

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Patty Darnell was present to ask for a donation to the Labette County Fair for the livestock premium sale as has been done in the past.

Motion by Seaman, second by Wulf to donate \$200 to the Labette County Fair premium sale. Motion carried.

The construction worker that was requesting an extension on time to stay at the park due to working on the bridge project was not present but Mayor Bushong had been approached about the extended stay and asked to go ahead and discuss it. This has been done in the past when a construction worker was going to be in the area for an extended time.

Motion by Wulf, second by Castle to allow construction worker to stay a longer period of time as has been done in the past. Motion carried.

Boyd had asked at a prior meeting about putting in a meter at Elmore Park to monitor the electric usage to determine if camping fees needed adjusted. Discussion followed.

Motion by Boyd, second by Wulf to check into the feasibility and cost to install an electric meter at Elmore Park. Motion carried. Mayor Bushong asked if there were meters at the East River Park and this will be included in the research.

The only tree trimming quote received was from Asplundh and was opened and read. Discussion followed and no action was taken at this time until other funding can be researched.

Clerk Crumrine gave an update on the lift station repairs being done.

Attorney Adamson informed the council that a letter had been sent to the Billingsly and was waiting on getting pictures of the damage to the alley to send letter to the school.

Utility Bookkeeper/City Treasurer Debbie Darnell came in to discuss the large disbursement in the Municipal Court fund that had previously been discussed. After discussion the following motion was made.

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

Interim City Supervisor/Police Chief Feagan asked if the working hours for the city crews could be altered due to the heat and suggested 6:30 a.m. to 3:00 p.m.

Motion by Castle, second by Wulf to allow the hours to be altered at Feagan's discretion. Motion carried.

Boyd asked if the crews had access to cold water while working and Feagan reported that he had purchased some bottled water that was in the refrigerator but will look at large water jugs.

Mayor Bushong asked about getting big fans for out at the shop to help circulate air and also informed the council that Daniel Bentley had fixed the street sweeper and it was now working.

FOLLOWUP ON OLD BUSINESS

Clerk Crumrine reported that she had contacted the representative at KMU concerning the Osage Nation PA but they couldn't help but was going to put Crumrine in contact with someone else. A listing of applicants for the cleaning and office worker was given and it was discussed the wage of the cleaning. Discussion followed.

Motion by Castle, second by Seaman to have 3 hours cleaning at city offices; one hour at police station and 2 hours at community building for a total of 6 hours weekly and pay \$10 per hour. Motion carried.

Feagan reported that he had contacted Wildlife & Parks concerning the increase wild life in the city and had been referred to a biologist that stated that they were wild and didn't have any suggestions on what to do. **Clerk Crumrine** gave the council excerpts of the KDOT meeting minutes that she attended in Pittsburg. **Feagan** informed the council that one of the ICR workers had said that Oswego had gotten money to rip rap the river banks and **Crumrine** will check with Oswego's city clerk. Budget items were discussed at length with payrolls being reorganized, purchase of utility truck, budget a 7% wage increase and other items.

Motion by Castle, second by Wulf to incorporate items discussed into the 2023 budget. Motion carried.

APPOINTMENT OF CITY HELPERS

Mayor Bushong appointed Daniel Bentley and Myles Adams as City Helpers.

Boyd requested that the two helper appointments be done separately and that was agreeable.

Mayor Bushong appointed Daniel Bentley as City Helper.

Motion by Wulf, second by Castle to confirm the appointment of Bentley. Motion carried. Wulf and Castle voted yes; Boyd and Seaman voted no and Mayor Bushong voted yes to break the tie. Boyd cited the nepotism section in the policy manual but no action was taken.

Mayor Bushong appointed Myles Adams as City Helper.

Motion by Castle, second by Wulf to confirm the appointment of Adams. Motion carried.

ADAMSON LAW OFFICE BILLING

A court billing for services provided by Adamson from May to June 7, 2022 in the amount of \$1104 was presented for approval to pay. Court Clerk Patty Wilkinson had reviewed the billing and found no issues with it.

Motion by Seaman, second by Castle to approve the court billing. Motion carried.

ICR INVOICES

Invoices totaling \$12153.44 for work done by Colton Ingram and his crews were presented for payment. Feagan had reviewed the invoices and approved all and informed the council that Ingram had changed software and will now be able to start breaking down the labor costs.

Motion by Castle, second by Seaman to approve the payment of the ICR invoices. Motion carried.

NOTICE OF REVENUE NEUTRAL RATE INTENT FORM

Clerk Crumrine presented the intent form for the city to exceed the Revenue Neutral Rate that was computed by the County Clerk. This form needs to be signed and submitted by July 20th or the city will only be able to use the RNR rate to generate the same amount of tax in the 2022 budget.

Motion by Castle, second by Wulf to approve the clerk signing and submitting the form to the county clerk tomorrow. Motion carried.

AUDIT MANAGEMENT LETTER

The audit firm had sent a management letter to be put on city letterhead and signed by the mayor. Clerk Crumrine reviewed the letter and reported it was basically the same as prior years.

Motion by Seaman, second by Castle to approve the signing of the audit management letter. Motion carried.

iamGIS MAPPING AND ASSET MANAGEMENT

Information had been received concerning GIS mapping of water, sewer and electric lines and asked if a meeting could be set up to show a demonstration of what software was available and what it was capable to doing.

Motion by Wulf, second by Castle to set up a demonstration with iamGIS. Motion carried.

LIBRARY BOARD APPOINTMENT

A letter was received from the library board requesting Tiffany Harris be appointed to fill a position on the board to replace Amy Carter who has not been attending board meetings. No action was taken on the appointment as Mayor Bushong felt that a letter of resignation was needed from Carter.

LCC CTE CONTRACT

The annual agreement to renew the CTE contract between Labette Community College and the city was presented for the mayor to sign. This agreement provides an employee on the payroll to attend the college and the agreement would pay the tuition.

Motion by Seaman, second by Wulf to approve the mayor signing the CTE agreement. Motion carried.

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

Seal

Tammy Bushong
Mayor

Toni A. Crumrine
City Clerk