

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

February 7, 2023

The Chetopa City Council met in regular session on Tuesday, February 7, 2023 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Interim City Supervisor/Police Chief Scott Feagan (at 7:06 p.m.), Attorney Shane Adamson (at 7:45 p.m.), David, Brenda and Abigail Miller, Water Plant Supervisor Mike Tyler, Shane Beery, Alisha Dunnick, Tim “Chris” Burnham and Mark Rhodes.

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

It was requested to add visitors Tim Burnham, Shane Berry and Mark Rhodes, the Cottonwood & Neosho River Basin Invoice, Ordinances 965 and 966 and an executive session to the agenda.

Motion by Seaman, second by Boyd to approve the Agenda with the additions. Motion carried.

Motion by Seaman, second by Wulf to approve the Minutes of the last regular meeting. Motion carried.

Motion by Boyd, second by Seaman to approve the Treasurers Reports. Motion carried.

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

APPROPRIATION ORDINANCE # 3675 as follows:

| | |
|--------------------|------------------|
| Payroll Funds | \$ 30877.12 |
| Other Funds | <u>235818.66</u> |
| Total of all Funds | \$266695.78 |

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Cameron Snyder was not present but Building Inspector Wulf discussed his views on the building permit application. Action will be taken later in the meeting.

Tim “Chris” Burnham discussed his expansion plans to add a meat processing plant and asked if the council had any concerns before him proceeding with his plans. Mayor Bushong would like to give Burnham a letter of support from the city for this project. Boyd asked if Burnham thought the Sunday CMB sales had helped his business and it was stated that it was too early to really say it has but did say that the first Sunday was his biggest day.

Shane Beery was present to apologize for not knowing that a building permit was required before he moved in a tiny home into the property that he had purchased. Beery had applied for a building permit to move a 16' x 50' tiny home in at 813 Cherry St., in the City of Chetopa, and Building Inspector Wulf had checked the application out and would approve it. Beery was also questioned about the vehicles that he had moved in on the property and will take the necessary steps to be in compliance with city ordinances.

Motion by Kepner, second by Seaman to approve the building permit. Motion carried. The permit will be posted on Facebook and the city website to give neighbors the opportunity to protest.

Mark Rhodes requested an extension on removing the scrap metal that he has accumulated and stated that he had moved three loads of metal and would need more time to separate the metal and get it removed.

Motion by Wulf, second by Boyd to give Rhodes a two week extension and have him at the next city council meeting. Motion carried.

David, Brenda and Abigail Miller had applied for a building permit to move a 12' x 20' shed in at 430 Cherry St., in the City of Chetopa.

Motion by Kepner, second by Wulf to approve the building permit. Motion carried.

Water Plant Supervisor Tyler questioned whether the pool would be open this year as he needs to order tablets and they have increase substantially in cost. Boyd questioned if we had a pool manager and Wulf reported that Stacy Wulf may try to run it again, but would give a definite answer.

Motion by Wulf, second by Seaman to allow Tyler to buy the tablets for the pool. Motion carried.

Water Plant Supervisor Tyler reported that Richard Houston was ready to start repairing the flooring in the lab area of the water plant and asked if that had been approved and it was stated that it had already been approved. Discussion turned to the pumps and motor that had been discussed at an earlier meeting. Layne Christensen Company will be pulling the raw water pump to repair at the end of the month, he was waiting on a bid for the back wash pump, gear box and motor and a spare carbon motor can be ordered but may take a year to get at a cost of \$2200-\$2400 and he has a \$70 receipt for the motor he purchased that he will be turning in. Briefly discussed the KLM water tower proposal and no action was taken from discussion. Mayor Bushong asked for an update on Water Operator Karin Trimble for her certification and discussed a possible raise when she gets certified.

Discussion on park projects were held. The location to put the small generator to run the well house was discussed and Colton Ingram will get the generators and transfer switches hooked up.

Motion by Wulf, second by Seaman to put the small generator at location that was discussed. Motion carried.

An ignition switch at a cost of \$2451.44 was approved by the mayor to order for the generator at the main lift station on Willow St. **Boyd** showed pictures of the generators that had

been installed at the water plant and showed slides of the trash and junk that had been dumped at the creek.

Seaman discussed house on Elm Street that needed a letter written.

Wulf had been approached by Waylon Pike on a sewer issue that he has had an ongoing issue with at his residence on 8th Street. Discussion was held and the following action was taken.

Motion by Wulf, second by Boyd to credit sewer portion of the utility billing for half of the sewer repair bill when Pike submits a copy of the billing. Motion carried.

Boyd asked that the auditors be contacted regarding paying off the low interest rate utility loan that the city received from the state.

Clerk Crumrine had been contacted by David Farrow that he had been given a trailer that he intended to scrap out. Concerns were discussed of the condition of his property and he will be written a letter to clean up property and not allow the trailer to be moved in to be scrapped there. Patty Darnell had contacted Crumrine concerning the millings that were left on the walking lane across the bridge and the sticky plants near the horseshoe pits. This will be looked at by city crews. The tanker fire truck had been taken to Edna Diesel, the FEMA fire grant has been submitted and the clerk had received a KDOT Connecting Link Resolution that needs signed by the city to replace an old outdated resolution.

Interim City Supervisor/Police Chief Feagan informed the council that he had been contacted about the police officer position but no applications had been received and had been asked about the starting wage and was told it would be \$15.50, distributed the January activity report, reported that the Allman installation had been approved, and discussed the issue of trying to find utility poles. Discussion followed. Quote was received from Border States for 5-40' poles and 3-45' poles totaling \$6025.64 and will take 30-35 weeks to get the poles.

Motion by Seaman, second by Wulf to order the utility poles. Motion carried.

Interim City Supervisor/Police Chief Feagan reported that the motor has been ordered for the first responder truck.

OLD BUSINESS FOLLOW UP

Two RFP proposals were opened and will be reviewed and rated, the first draft of the revised personnel policy manual was given to the council, an updated junk vehicle listing will be given to the council and further discussion will be held on the safety committee membership. The Cameron Snyder building permit was presented for discussion and approval to move a 80' x 16' mobile home in at 130 Locust St., in the City of Chetopa. Building Inspector Wulf had approved the location that had been staked out.

Motion by Seaman, second by Boyd to approve the Snyder building permit. Motion carried.

HOLIDAY DISCUSSION

Mayor Bushong asked for the council to consider adding Martin Luther King to the city observed holidays.

Motion by Seaman, second by Wulf to add the Martin Luther King holiday as a paid holiday for the City of Chetopa. Motion carried.

LKM CITY CODE UPDATE

It was requested that the clerk contact the LKM about updating the city code.

BUILDING PERMITS

Anita Belknap to move a 10' x 16' portable building in at 315 Plum St., and Troy Mike Bartlett to move a 10' x 24' prebuilt homesteader lofted barn in at 304 S. 6th St., both in the City of Chetopa.

Motion by Seaman, second Wulf to approve the building permits for Belknap and Bartlett. Motion carried.

KMEA DIRECTOR 1 APPOINTMENT

The KMEA Director 1 term currently held by Castle expires April 30th and the city needs to designate the new director by February 28th. This will be put on next meeting's agenda.

KDOL SAFETY INSPECTION

The clerk notified the council that KS Department of Labor would be doing a safety inspection on city properties February 15, 2023.

ESO SOLUTIONS INVOICE

ESO Solutions is the software that the fire department is required to have to submit fire information and data and the invoice received totals \$2858.25.

Motion by Seaman, second by Wulf to approve the payment of the ESO Solutions invoice. Motion carried.

ORDINANCE ADOPTIONS

Ordinance No. 965 to amend two sections of the code relating to the recent change in the utility reconnection fees increasing the fee to \$50 was presented for approval. On section had been changed but there were two more sections where the reconnection fee was discussed.

Motion by Seaman, second by Wulf to adopt Ordinance no. 965. Motion carried.

ORDINANCE NO. 965/AN ORDINANCE AMENDING SECTIONS 15-107 AND 15-213 OF THE CITY CODE OF THE CITY OF CHETOPA, KANSAS, RELATING TO UTILITY RECONNECTION FEES.

Ordinance No. 966 to amend the holiday hours of the sale of alcoholic liquor was presented for approval.

Motion by Wulf, second by Seaman to adopt Ordinance No. 966. Motion carried.

ORDINANCE NO. 966/AN ORDINANCE AMENDING ORDINANCE NO. 963, SECTION 3 AND SECTION 4(B) RELATING TO HOLIDAY HOURS OF SALE OF ALCOHOLIC LIQUOR.

COTTONWOOD & NEOSHO RIVER BASIN WATER ASSURANCE INVOICE

The city is required to be a member of a water assurance district and an invoice in the amount of \$2332.34 for the 2023 assessment for Cottonwood and Neosho River Basins Water Assurance District No. 3 was presented for approval to pay.

Motion by Seaman, second by Wulf to pay the invoice. Motion carried.

EXECUTIVE SESSION

Motion by Wulf, second by Boyd to enter into executive session to discuss non-elected personnel with mayor, council and legal counsel present for a period of five (5) minutes with session ending at 10:09 p.m. Motion carried.

Entered: 10:04 p.m. Returned: 10:09 p.m.

Mayor Bushong called the meeting back to order and no action was taken from executive session.

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

Seal

Mayor

City Clerk