

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

July 18, 2023

The Chetopa City Council met in regular session on Tuesday, July 18, 2023 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Water Plant Supervisor Mike Tyler, Assistant City Clerk Amy Wilkinson, and Phillip Jarred.

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

It was requested to add a non-elected personnel executive session and delete the paving bids and dumpster ordinance.

Motion by Nading, second by Wulf to approve the Agenda with the addition and deletions. Motion carried.

Boyd asked about the check written to the Labette County Fair for \$300, when the minutes approved only \$200. Clerk Crumrine reported that the check included a donation of \$100 from the Police Department, in addition to the \$200 donation from the city. Mayor Bushong wanted to clarify a statement in the minutes concerning requiring all city employees to wear seat belts in equipment that has belts, with the exception of emergency personnel.

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

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

Boyd questioned the treasurer's report being published before being approved by the council. Phillip Jarred was asked if that is required and Jarred reported that many of the cities do not require approval before being published because of the publication deadline.

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

Boyd questioned the discrepancy on check written to Doyle Glass and Clerk Crumrine reported that on the listing sent in the packets, an incorrect amount was put on the list. A deduction of \$25 due to a broken clock was taken off the original billing.

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

APPROPRIATION ORDINANCE # 3686 as follows:

Payroll Funds	\$ 42885.47
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Other Funds 90264.50
Total of all Funds \$133149.97

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Water Plant Supervisor Tyler gave an update on the raw water intake project being done by Layne Christensen and reported that he hasn't been able to contact the company regarding parts approved that were discussed at the June 3, 2023 meeting and will be giving them one more chance to contact him back. The purchase of a rapid mix pump was discussed.

Motion by Wulf, second by Nading to allow Tyler to order a rapid mix pump. Motion carried.

Phillip Jarred with Jarred, Gilmore & Phillips, was present to discuss the 2022 audit with the council.

Motion by Boyd, second by Wulf to approve the 2022 audit. Motion carried.

Jarred presented the 2024 budget and informed the council of the benefits of doing the notice to exceed the revenue neutral rate. Discussion followed.

Motion by Wulf, second by Seaman to do the Notice for the RNR form for the county clerk. Motion carried.

Motion by Wulf, second by Boyd to publish the 2024 budget as presented. Motion carried.

Seaman stated that Pool Manager Johnson had set August 5th as the last day for the pool to be open.

Nading questioned if the city was responsible for providing a flag for the museum.

Boyd discussed an employee that had been bitten by a dog while reading meters and questioned why it was turned into work comp. Clerk Crumrine reported that all injuries sustained while working are turned in, in the event that complications occur and informed the council that the city has a \$500 deductible, so claims that are under the deductible do not go against the policy.

Clerk Crumrine gave the council information regarding changes in the KPERS 457 and asked the council for their guidance if the city wishes to provide the outlined provisions for the plan.

Police Chief/City Supervisor Feagan discussed the issue with the loss of power at the main lift station and that the generator overheated but after it was power washed, seems to be working correctly. Updates on the dump truck and loader were given.

BOUNCE HOUSE

Clerk Crumrine had been asked if the community building was rented for a party, could they have a bounce house. Discussion followed.

Motion by Wulf, second by Seaman to not allow a bounce house in the park for a private party. Motion carried.

EXECUTIVE SESSION

Motion by Wulf, second by Seaman to enter into executive session to discuss non-elected personnel with the mayor, council, city clerk and police chief/city supervisor present for a period of 10 minutes with session ending at 9:33 p.m. Motion carried.

Entered: 9:23 p.m. Returned: 9:33 p.m.

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

Motion by Wulf, second by Boyd to enter into executive session to discuss non-elected personnel with the mayor, council, city clerk and police chief/city supervisor present for a period of 5 minutes with session ending at 9:38 p.m. Motion carried.

Entered: 9:33 p.m. Returned: 9:38 p.m.

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

Motion by Wulf, second by Boyd to enter into executive session to discuss non-elected personnel with the mayor, council, city clerk and police chief/city supervisor present for a period of 5 minutes with session ending at 9:43 p.m. Motion carried.

Entered: 9:38 p.m. Returned: 9:43 p.m.

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

Motion by Seaman, second by Boyd to allow Police Chief Feagan to promote Officer Travis Rakestraw to Police Sergeant and adopt the pay structure as per letter. Motion carried.

An interview will be conducted with an applicant for the police department opening and Nading, Seaman, Mayor Bushong and Police Chief Feagan conduct the interview.

Motion by Seaman, second by Wulf to have the Utility Bookkeeper/City Treasurer and the Court Clerk come to at least one meeting a month. Motion carried.

Mayor Bushong appointed Teresa Hallam to the cleaning position.

Motion by Wulf, second by Seaman to confirm the appointment. Motion carried.

Mayor Bushong appointed Nick LaPee to a conditional job offer as a police officer.

Motion by Wulf, second by Nading to confirm the appointment. Motion carried.

Motion by Nading, second by Seaman to give the interview committee the authority to offer a conditional job offer to the applicant for the police officer position if they feel the interview warrants. Motion carried.

Motion by Seaman, second by Wulf to adjourn. Motion carried. Meeting adjourned at 9:54 p.m.

Seal

Mayor

City Clerk