

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

July 02, 2024

The Chetopa City Council met in regular session on Tuesday, July 02, 2024, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ryan Darnell.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Brenda Dominguez, Ernie Wulf, Maria Billingsly, and Justin Nading at 7:04 p.m.

ALSO PRESENT: Clerk Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Assistant City Clerk Amy Wilkinson, Utility Bookkeeper/City Treasurer Krystal Adams, Court Clerk Patty Wilkinson, Water Plant Supervisor Michael Tyler, Deanna Pierson, Bonnie Mozingo, Commissioner Vince Schibi, Myles Adams at 7:31 p.m., and Pauline Brecheisen at 9:20 p.m.

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

It was requested to add the First Responder second quarter run pay to new business and add the sewer project and Pecan Street culvert draining issue to old business.

Motion by Dominguez, second by Wulf to approve the agenda with additions.

Motion carried.

Motion by Billingsly, second by Wulf to approve the minutes of the last regular meeting. Motion carried.

Motion by Seaman, second by Dominguez to approve the court report. Motion carried.

Motion by Boyd, second by Wulf to approve the treasurer's report. Motion carried.

Boyd didn't feel it was appropriate and raised a point of order about paying the bills from the warrant register from the June 18th canceled meeting.

Motion by Nading, second by Billingsly to approve the warrant register. Motion carried.

APPROPRIATION ORDINANCE # 3709 as follows:

Payroll Funds	\$ 33,509.70
Other Funds	\$ <u>55,735.73</u>
Total of all Funds	\$ 89,245.43

MAYOR, COUNCIL, EMPLOYEE & VISITORS

Deanna Pierson was present to discuss the grocery store planning grant.

Water Plant Supervisor Tyler discussed the generator parts. Tyler notified the council about the upcoming chlorine burn scheduled for July 8th through August 12th.

Utility Bookkeeper/City Treasurer K. Adams addressed the park camping payment boxes. The council decided to postpone this discussion and requested it be included in the list of pending items. K. Adams also inquired if there was interest in conducting a financial work session. It was decided to postpone setting a date for this session until the next council meeting.

Assistant City Clerk Wilkinson requested council approval to maintain the current office hours as follows: Monday through Thursday 7:30 a.m. to 5:00 p.m. and Fridays 8:00 a.m. to 12:00 noon.

Motion by Nading, second by Billingsly to permanently continue with the current office hours. Motion carried.

Wilkinson requested to attend the City Clerks Municipal Finance Officers Institute in Wichita this October.

Motion by Nading, second by Wulf to allow A. Wilkinson to attend Year 2 of the City Clerks Institute. Motion carried.

The swimming pool quotes were discussed. Mid-America Pool Renovation, Inc. will be contacted to set-up a zoom meeting.

Wulf thanked the council for being patient with him as he has been absent the last few meetings due to Little League baseball commitments.

Dominguez reported that she has received many complaints over properties not being mowed.

Billingsly noted that residents are concerned about the poor appearance of certain properties in town and inquired about the correct protocol. It was stated that residents should fill out a complaint form.

Nading inquired about the metal fencing on Maple Street and the single-wide trailer on 110 S. 13th Street was discussed.

Motion by Nading, second by Wulf to have Clerk Crumrine send a building permit violation letter to James Stephens. Motion carried.

Seaman inquired about multiple properties that require lawn mowing.

Boyd had been approached about a tree that had been cut by a contractor at a resident's house and city crews hauled the brush. It was reported that the family cut the tree not a contractor. Boyd also discussed the Kansas Water Office grant award.

Clerk Crumrine informed the council we had received an EMC dividend check.

Assistant City Supervisor Myles Adams explained the chemicals needed for the sewer lagoon.

Police Chief/City Supervisor Feagan discussed asking Labette County if we could hire public works employee Micah Ekhoﬀ to mow the sewer lagoon.

Motion by Nading, second by Wulf to hire Micah Ekhoﬀ to mow the lagoon and to purchase the chemicals needed for the lagoon. Motion carried.

The public works summer hours were discussed.

Motion by Wulf, second by Nading to adjust the public work employee's hours from 6:30 a.m. to 3:00 p.m. Monday through Friday starting July 8th. Motion carried.

OLD BUSINESS

2025 BUDGET DISCUSSION

There was a discussion on 2025 budget items.

Motion by Billingsly, second by Wulf to adjourn the meeting at 9:08 p.m. to hold the Oak Hill Cemetery Association Board Meeting. Motion carried.

Motion by Wulf, second by Nading to re-enter into the city council meeting. Motion carried.

WATER PLANT LINE REPAIR UPDATE

The bid to replace the water line from W & W Backhoe and Trenching was presented in the amount of \$99,500.00

Commissioner Schibi was present and suggested that someone from the city get on the Agenda for the next commission meeting to discuss any help the county may have for the water line repair.

Motion by Boyd, second by Wulf to allow Police Chief/City Supervisor Feagan to present the water line repair quote to the commissioners. Motion carried.

PERSONNEL POLICY MANUAL REVISION

Policy changes were discussed.

NEW BUSINESS

Mayor Darnell requested an update on the culvert draining issue on Pecan Street. Darnell instructed City Supervisor Feagan to address this issue.

BUILDING PERMITS

Posted without protest Zack Lawellin to allow Hank Pippin with The Junction Internet LLC, to pour a 15x15 cement slab of concrete for a 150 ft self-supporting tower on his property at 518 Locust Street. Building Inspector Nading recommends the approval of the permit.

Motion by Wulf, second by Billingsly to approve the building permit. Motion carried. Nading abstained.

Posted without protest Treg and Abigail Easley to move in a 10x16 portable building at 204 South 9th Street. Building Inspector Nading recommends the approval of the permit.

Motion by Wulf, second by Billingsly to approve the building permit. Motion carried. Nading abstained.

LIBRARY BOARD RESIGNATION

Betsy Koontz had submitted a letter of resignation from the Library Board.

Motion by Nading, second by Wulf to approve the resignation of Betsy Koontz. Motion carried.

FIRE DEPARTMENT ROSTER

The following 2024 fire department roster was confirmed as follows:

Chief Bryan Midgett	Assistant Chief Justin Nading
Captain Ryan Darnell	Captain Nathan Blackledge
Lieutenant Lane Rathjen	Lieutenant Lane Kabrey

Firefighters: Jeremy Bates, Steve Blackledge, Charlie Blundell, Kyle Darnell, Carly Eichler, Scott Feagan, Tait Johnson, Zach Lawellin, Jon Maples, Carthen Nash, Dakota Pease, Colby Riddle, and Conner Wright.

Motion by Seaman, second by Boyd to confirm the 2024 fire department roster. Motion carried.

SPECIAL ASSESSMENT DISCUSSION

There was discussion over the penalties and interest for the special assessment on 215 N. 3rd Steet.

Motion by Nading, second by Wulf to have Clerk Crumrine send a letter to owner. Motion carried.

The Willow Street lift station issue was discussed.

Motion by Nading, second by Billingsly to approve the purchase of the dialer safeguard in the amount of \$2,179.00 from Waste H2O Solutions and an additional \$120.00 yearly fee paid to the monitoring company for monthly monitoring services. Motion carried.

JOB DESCRIPTIONS

The city job descriptions need to be updated. Department heads were asked to review and make any changes to their departments.

There was a discussion on the complaint over the dump station on 4000 Rd. No action was taken.

FIRST RESPONDER RUN PAY

The second quarter pay request in the amount of \$1,020.00 for the First Responder runs was presented for approval.

Motion by Seaman, second by Wulf to approve the First Responder second quarter pay request. Motion carried.

EXECUTIVE SESSION

Motion by Wulf, second by Seaman to enter into executive session to discuss non-elected personnel with the mayor, council, Clerk Crumrine, Attorney Adamson, and Police Chief/City Supervisor Feagan for a period of ten (10) minutes with the session ending at 10:16 p.m. Motion carried.

Entered: 10:06 p.m. Returned: 10:16 p.m.

Mayor Darnell called the meeting back to order and asked if any action was to be taken.

Motion by Boyd, second by Wulf to re-enter into executive session to discuss non-elected personnel with the mayor, council, Clerk Crumrine, Attorney Adamson, and Police Chief/City Supervisor Feagan for a period of five (5) minutes with the session ending at 10:23 p.m. Motion carried.

Entered: 10:18 p.m. Returned: 10:23 p.m.

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

Motion by Boyd, second by Wulf to use any Kansas certified law enforcement officer to cover shifts. Motion carried.

Motion by Seaman, second by Wulf to accept officer Eichler's resignation. Motion carried.

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

Meeting adjourned at 10:25 p.m.

Seal

Mayor

City Clerk