

UNAPPROVED MINUTES

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

February 17, 2015

The Chetopa City Council met in regular session on Tuesday, February 17, 2015 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ron Wood.

PRESENT: Council Members/Terry Robison, Pat Blaich (at 7:08 p.m.), Jim Cooper, Carthen Nash and Joey Midgett. Gary Bryant was not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh, Jim Blundell, Kay Wolfe, Brenda Fry, Mary Jo and Dennis Gerrity, Zach Lawellin, Fire Chief Doug Moses and Robin Hawthorne.

Mayor Wood called the meeting to order and asked Robison to open the meeting with prayer.

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

Motion by Cooper, second by Nash to approve the Municipal Court Report. Motion carried.

Robison asked what was spent out of the Park Fund that amounted to \$11,125.88 and it was reported that the pool liner lease purchase was approved to be paid off early in January.

Motion by Nash, second by Midgett to approve the Treasurer's Reports. Motion carried.

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

APPROPRIATION ORDINANCE # 3480 as follows:

Payroll Funds	\$ 25258.30
Other Funds	<u>82883.80</u>
Total of all funds	\$108142.10

NEIGHBORHOOD REVITALIZATION PROGRAM PUBLIC HEARING

The public hearing was opened by the mayor and the clerk explained the program to those present. There was no one to discuss the program and the clerk presented Ordinance 875 to adopt the plan and designate a revitalization area.

Motion by Nash, second by Midgett to adopt Ordinance No. 875 as presented. Motion carried. Attorney Dosh signed off on the summary for publication in the Labette Avenue.

ORDINANCE NO. 875/AN ORDINANCE OF THE CITY OF CHETOPA, KANSAS, ADOPTING A NEIGHBORHOOD REVITALIZATION PLAN AND DESIGNATING A REVITALIZATION AREA.

VISITORS

Kay Wolfe presented the library board's recommendations for the library board: Michelle Hooper to replace Dixie Moore and Virginia Davis to replace Debbie Rogers. These

UNAPPROVED MINUTES

recommendations were presented at the last council meeting, but the mayor was not present to make the appointments. Mayor Wood appointed Michelle Hooper and Virginia Davis to the library board.

Motion by Cooper, second by Midgett to confirm the library board appointments.

Motion carried.

While Wolfe and Fry were here, the quote on fixing the library wall was discussed. Cooper had visited with Kevin Smith on the issue of giving the city a certificate of liability coverage and Smith did not want to get insurance for this one project. The City of Chetopa General Services Contract was discussed and the council was in agreement that liability coverage was required for work done for the city. The other bids were discussed.

Motion by Robison, second by Cooper to contact B&D to see if they have insurance and if bid includes the full length of the building. Motion carried.

Wolfe was asked about getting the audit information for the city audit and she stated that they are in the process of getting the information together. Mayor Wood asked about the status of the lot donation next to the library and the clerk informed them that she had spoken with the owner and will work with Attorney Dosh on the deed and donation letter. (Wolfe and Fry left)

Robin Hawthorne, owner of Garrett's Family Restaurant asked about the utility incentive for her business. It was calculated that according to the payroll hours, the business have over four equivalent full time employees, so her business would qualify for the maximum monetary adjustment of \$5000 for a period not to exceed one year. This water and electric adjustment will start on the 13th month of billing.

Motion by Robison, second by Blaich to approve the utility incentive for Garrett's Family Restaurant. Motion carried.

Zach Lawellin was present to discuss the snow removal that he had done Monday. The council had contracted with Lawellin in November for snow removal and to pay \$500 for one time only and then it would be reviewed. Lawellin presented his invoice for this snow removal. Discussion followed on whether to continue with this arrangement and/or renegotiate the price.

Motion by Cooper, second by Midgett to have contract for one year from this date at \$500 per event. Motion carried.

Mayor Wood reported that Chesnutt had told him that he had received a firm offer of \$25000 for the old city barn/police station but nothing in writing had been received. The council had agreed that before any offer was accepted that Lawellin would be given first chance to purchase the property because he is currently renting the property.

Fire Chief Doug Moses thanked the council for purchasing the chainsaw for the fire department. The clerk asked if the company was going to bill the city and Cooper reported that the invoice was in the case. This will be given to the clerk. The fireworks order was discussed.

Motion by Cooper, second by Blaich to authorize the same dollar amount for the purchase of fireworks as has been used in the past. Motion carried.

Moses reported on some training/certification dates and an update on the city's bid for the ladder truck was given.

UNAPPROVED MINUTES

CITY SUPERVISOR APPLICATIONS

Three applications from the public had been received. Mayor Wood reported that Jason Dugan had come to talk to him and said he was very interested in the position. Discussion continued and the applications were discussed.

Motion by Cooper, second by Nash to set up a special city council meeting on Friday, February 20th at 7:00 p.m. to conduct interviews with applicants and also have an alternate date of Thursday February 26th if the 20th didn't work out. Motion carried.

EXECUTIVE SESSION

Motion by Cooper, second by Midgett to enter into executive session to discuss non-elected personnel for a period of 10 minutes ending at 7:54 p.m. with mayor, council, legal counsel and clerk present. Motion carried.

Entered: 7:44 p.m.

Returned: 7:54 p.m.

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

WORK COMP RENEWAL

The clerk reported that she has three agencies working on work comp premiums and that the current policy expires April 1, 2015.

KMU MEMBERSHIP DUES

An email was received from KMU on what services they provide. Discussion followed and the council asked that the clerk get the dates, locations and cost of training that will be provided.

BUILDING PERMIT

Building Inspector Bryant had not approved the submitted plans for the garage that Howard Baldrige wanted to build at 211 Maple as it would be built across a vacated alley that the city retained the right of ingress and egress when it was closed. Robison gave a diagram of the new proposal to build the addition to the North of the garage instead of the west, which would not interfere with the vacated alley or the East/West alley.

Motion by Nash, second by Midgett to approve the revised building permit pending the approval of the building inspector. Motion carried.

UTILITY DATE CHANGE ORDINANCE

Debbie Darnell, Utility Bookkeeper/City Treasurer had prepared an ordinance to change the billing date, delinquency notice and delinquency date to the 5th, 20th and 25th as had previously been discussed.

Motion by Nash, second by Midgett to adopt Ordinance No. 876 as presented. Motion carried. Attorney Dosh signed off on the summary for publication in the Labette Avenue.

ORDINANCE NO. 876/AN ORDINANCE AMENDING ORDINANCE 794 AND AMENDING CHAPTER XV, ARTICLE 1, SECTION 15-103 OF THE CITY OF CHETOPA, KANSAS RELATING TO ESTABLISHING POLICIES AND PROCEDURES WITH RESPECT TO UTILITY BILLING DATE, DELINQUENCY NOTICE, AND DELINQUENCY DATE.

UNAPPROVED MINUTES

COMMUNITY ROOM RENTAL/UTILITY

In 2014, the city received \$1870 in rental income, with the current rent being \$25. The first two utility billings totaled \$529.42 and annualized would be approximately \$3176.52. This figure was for utilities only and does not take into consideration upkeep on the building, supplies, cleaning and insurance. Discussion followed and Mayor Wood will discuss the fees with the Chamber of Commerce to get their input.

OTHER OLD BUSINESS

Mayor Wood asked about the previous motion to cash in CD's when they come due, as there is no penalty for early withdrawal. Discussion followed and no action was taken. Steve Gilmore had contacted the mayor and said that he couldn't pay \$200 a month on Mike Frost's old bill but would be able to pay \$100 per month. Discussion followed.

Motion by Robison, second by Nash to allow the \$100 payments on this account. Motion carried.

Cooper asked if the review of the electric rates could be added to the special council meeting on the 26th.

Motion by Cooper, second by Nash to add discussion of electric rates to the special meeting on February 26, 2015. Motion carried.

The clerk had spoken with Sandy Krider about an estimate to chip and seal 10 city blocks and in calculating the total costs, it would be approximately \$13720.70 for materials, fuel and labor for the county to do the project. Estimates on MC800 asphalt oil, were \$15620-\$17150 for the city to purchase, so it would be cheaper for the county to chip and seal. Cooper suggested that the mayor ask the City of Oswego mayor what they did on their roads and the cost associated.

VACATION REQUEST

Jeremiah Johnson, Utility Dept. Helper, requested 6 days' vacation, March 13-20.

Motion by Nash, second by Blaich to approve the vacation request. Motion carried.

CLERK'S MISC.

An email was received from Holly Powers, relating to the water intake project. Powers followed up with George Dockery about doing work under the KDOT bridge that was sent to the bridge department for review. Dockery reported that the KDOT Bridge Design acknowledged they had received his request for review and they had assigned someone to review the information as they could work it into their schedule. Cooper asked if this should be discussed with our Representative Mike Houser. A city debt report as of 12/31/14 was given to the council. Data Technology will be giving a demonstration on Thursday, March 5th for approximately 3 hours and the council had previously agreed to allow the office staff to shut the office down to view the presentation without interruptions and the clerk asked if this was still approved.

Motion by Cooper, second by Blaich to allow the closing of the city office for the presentation. Motion carried.

The clerk asked if the office lobby hours could be changed to 8:00 a.m. to 4:00 p.m. to give them 30 minutes to get balancing etc. done without interruptions. No action was taken on

UNAPPROVED MINUTES

this request. A KDOT permit for the mayor to sign, was received to allow AT&T to bore the highway to pull fiber cable through.

MAYOR, COUNCIL & EMPLOYEE MISC.

Dennis Gerrity informed the council of the city website: www.chetopa.org.

Mayor Wood reported that he had participated in a webinar and the city would receive a \$25 bill from the LKM. He also informed the council that he would be out of town March 9-18 and would miss the meeting on March 17th.

Blaich stated that Police Chief Feagan and Officer Bobby Hawthorne did a great job on the incident at Carm N Dales.

Nash discussed the part-time officer pay. Currently the pay is \$10 per hour and a suggestion was made to increase the pay to Step 5, which is what the current police officers are being paid.

Motion by Cooper, second by Nash to change the part-time officer pay to Step 5 wages. Motion carried.

Midgett asked about the documentation for the cross training in the city office. The clerk will get the information together for the next council meeting.

POLICE CHIEF MISC.

Police Chief Feagan reported on the incident at Carm N Dales and stated that he had requested some AR15 rifles to be transferred to the Chetopa Police Department. There would be a transfer fee of approximately \$160 for the four rifles and DOJ would inspect them annually.

Motion by Cooper, second by Nash to authorize the transfer of the rifles to the Chetopa Police Department. Motion carried.

Motion by Nash, second by Midgett to adjourn. Motion carried.

Seal

Mayor

City Clerk