

UNAPPROVED MINUTES

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

May 5, 2015

The Chetopa City Council met in regular session on Tuesday, May 5, 2015 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ron Wood.

PRESENT: Council Members/Gary W. Bryant, Terry Robison, Geraldine Castle, Jim Cooper, Carthen Nash and Linda Seaman.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan, Attorney Ed Dosh, Fire Chief Doug Moses, Joel Scott, Holly Powers, Jim Blundell, Carl Gream, Sheena and Kevin Reece and Jerry McGuirk.

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

Mayor Wood asked for clarification of the last motion made before adjournment, discussing getting Wi-Fi to the parks and asked if the council meant to give Police Chief Feagan the go ahead to get it installed and this was the intent. A quote will be discussed later.

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

Robison asked when money will be transferred to the Employee Benefits fund and the clerk stated that it could be done immediately.

Motion by Nash, second by Castle to approve the Treasurer's Report. Motion carried.

Mayor Wood discussed the payment to Empire for their help in getting the electric repaired from the tree falling on the lines and the payment to Joe Harding for working on the refrigerator at the Mae Lessley Community Building.

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

APPROPRIATION ORDINANCE # 3485 as follows:

Payroll Funds	\$ 25210.79
Other Funds	<u>100604.35</u>
Total of all funds	\$125815.14

VISITORS

Jerry McGuirk discussed someone driving down the alley and making ruts in his yard, that a light needed put up by the swimming pool, a drainage problem by Jerry Midgett and that the town needed cleaned up.

Carl Gream asked that stop signs be put up on Cherry Street at 4th Street to slow down traffic because of the children playing in that area. Police Chief Feagan asked to first set up the speed trailer and tries some other enforcement means before putting in stop signs.

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Kevin and Sheena Reece were present to discuss the improvement to be made at his new business Spinner's Tire & Lube, LLC. A demolition/building permit will need to be applied for at the city office. Also discussed was the business utility incentive. Presently Reece has only one employee so at the this time would qualify for the 6 month or \$1000 incentive.

Motion by Bryant, second by Robison to approve the utility incentive for Reece. Motion carried. Agreement was then signed by Reece and Mayor Wood. (K. & S. Reece left)

Joel Scott discussed getting the utilities turned back on at their residence at 701 Walnut. Information regarding the transfer of utilities, payment arrangement and history of both locations were given to the council members. Discussion followed.

Motion by Bryant to receive \$200 or \$500 tomorrow before the city turns utilities back on and receive \$1000 by 4:00 p.m. on June 1st and \$1000 on July 1st and August 1st or it gets turned back off until both accounts get paid in full. Discussion followed.

Motion by Bryant, second by Cooper to receive \$300 tomorrow before the city turns the utilities back on and receive \$1000 by 4:00 p.m. on June 1st, July 1st and August 1st or it gets turned back off until both accounts get paid in full. Motion carried. (Scott left)

Holly Powers gave an update on the water intake project and the permitting delays. At this point the project is at a standstill until the permits are processed. (Powers left)

Jim Blundell reported that he had been out at the lagoon dumping brush at the brush pile and that the diversion box had not been raised. Without this being done, the money spent fixing the pond would be wasted. This has been discussed with a contractor.

Fire Chief Moses requested permission to purchase a DeWalt 20 volt cordless drill package totaling \$411.98 and 2 pike pulls at \$60 each.

Motion by Cooper, second by Seaman to approve the purchases for the fire department. Motion carried.

Jim Blundell suggested when pouring the lagoon diversion box, that the pad for the oil tank is done at the same time.

CONDEMNATION HEARING RESOLUTION

The resolution setting a July 7, 2015 public hearing date on the four properties discussed at the last council meeting was presented for approval. All four properties were included in the one resolution.

Motion by Cooper, second by Bryant to adopt Resolution 2015-1. Motion carried.

CITY AIR CONDITIONING BIDS

Three bids were received and opened by the mayor. They were as follows: Teal Bros. Heat & Air-\$5233.77; KC Heating & Air-\$4995.00 and Commercial & Residential Service-\$3796.00.

Motion by Bryant, second by Seaman to approve the low bid from Commercial & Residential Service of \$3796.00. Motion carried. Cooper abstained.

CDBG SPECIAL ROUND/ARCHITECT SELECTION

The clerk received three Request For Qualifications for the Community Storm Shelter CDBG Special Round Funding: Shafer, Kline & Warren; BG Consultants and Ag Engineering. The qualifications and ratings were discussed.

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Motion by Cooper, second by Nash to proceed with BG Consultants for this grant application. Motion carried.

POOL DISCUSSION

The clerk presented a summary of pool admissions of other local swimming pools. Discussion followed concerning admission pricing, opening date and hours.

Motion by Robison, second by Cooper to have the admissions as follows: 0-5 years-Free; 6 years and up-\$2; Season Passes: Single-\$40; Family up to 4-\$80 with any additional member over 4-\$10 each. Motion carried. Bryant voted no.

Motion by Seaman, second by Castle to approve the opening of the pool on May 25th. Motion carried.

Motion by Bryant, second by Nash to have the pool hours of 1 p.m. – 7:00 p.m. Motion carried.

METER TESTING & SEWER FEES ORDINANCE

An ordinance to charge residents for meter testing and expenses to investigate a sewer problem was presented and discussed. After discussion, a statement regarding a refund if there was an issue with the meter was added.

Motion by Nash, second by Robison to adopt Ordinance 877 with the additional statement added. Motion carried.

ORDINANCE NO. 877/AN ORDINANCE OF THE CITY OF CHETOPA, KANSAS, GRANTING THE CITY AUTHORITY TO CHARGE A CITY RESIDENT ANY FEES OR COSTS ASSOCIATED WITH TESTING A WATER OR ELECTRIC METER OR INVESTIGATING A SEWER ISSUE.

ELECTRIC METER TESTING LETTER

A letter had been received Chapman Metering on the meter that was sent to be tested showing that the accuracy curve was well within the acceptable performance limit. A copy has been sent to the resident who had requested the meter to be checked. Discussion turned to how much the charge would be for testing the meter.

Motion by Nash, second by Bryant to set the meter testing charge to \$25 which is the same charge as the reconnection fee plus the testing fee and any postage charges incurred in sending it away. Motion carried.

OTHER OLD BUSINESS

Mayor Wood asked for more discussion on the city building that was approved to be torn down last meeting. The outside didn't look that bad and it was wondered if it could be repaired rather than torn down. After discussion it was determined to proceed with tearing it down.

The clerk had contacted Don Osenbaugh concerning the governing body training and he requested that several dates be decided and what topics they wanted to cover and then he would check his schedule to see what worked for him. Dates were June, 9; 23 and 30.

EXECUTIVE SESSION

Mayor Wood requested that an executive session be called for non-elected personnel.

Motion by Bryant, second by Nash to enter into executive session to discuss non-elected personnel with mayor, council and clerk present for a period of 10 minutes with the session

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ending at 9:20 p.m. Motion carried. (Council did not go into session until 9:15 due to visitor having a medical issue and having to be helped out).

Entered: 9:15 p.m.

Returned: 9:20 p.m.

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

Motion by Nash, second by Robison to enter back into executive session to discuss non-elected personnel with mayor, council and clerk present for a period of 10 minutes with the session ending at 9:31 p.m. Motion carried.

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

Motion by Bryant, second by Robison to have all Street, Electric, Sanitation and Office employees work 8:00 a.m. to 4:30 p.m. with a mandatory lunch period and get prices on time clocks. Motion carried. Cooper voted no but wanted it on record that it was because the Sanitation Department was included.

DEMOLITION PERMITS

Two demolition permits were presented for approval. The first was Frieda Whitecotton to tear down burnt house at 1306 Maple St. and Dale Yates to remove front porch and in time tear the house down at 917 Maple St. both in the City of Chetopa. Building Inspector Bryant had approved both permits.

Motion by Nash, second by Seaman to approve the two demolition permits. Motion carried. (Bryant left).

POLICY DISCUSSIONS

Mayor Wood asked that the spending authority for departments be raised from \$200 as most purchases are more than that and required going through the emergency purchase process to get approval if needed before the next council meeting. Discussion followed.

Motion by Nash, second by Robison to raise the spending authority to \$750 for all departments. Motion carried.

Also discussed was in the event that there were council vacancies, that anyone interested in filling the position, notify the clerk by the Friday before so that the list could be included in the council packets. There was some question if this conflicted with any ordinance/statute. The clerk will check into this and report back at the next council meeting.

A park reservation policy was discussed.

Motion by Nash, second by Seaman to have all reservations paid in full in advance of the stay and if the city office is notified of a cancellation 10 days prior to reservation date the reservation fees will be refunded. Motion carried.

FIRE DEPARTMENT RUN PAY

The fire department 1st Quarter 2015 run pay request was received. There were 151 members at the 19 fire calls and 43 members at meetings for a total pay of \$776.00.

Motion by Cooper, second by Robison to approve the 1st Quarter 2015 pay for the fire department. Motion carried.

WATER USAGE ADJUSTMENT

A history of Robert and Karen Poor's utility usage at 800 N. 8th Street was presented for discussion. They had an outside water hydrant that had been left on that resulted in \$160.50

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water bill for the month and thought that someone had come on their property and turned the hydrant on. They had asked if an adjustment could be made on the bill. Discussion followed.

Motion by Castle, second by Nash to not give an adjustment on the bill. Motion carried. (Note: During discussion it was noted that the two prior months did not have a minimum water charge. After the meeting, the clerk got clarification that the residents have a water valve on their property and it had been turned off by them and had been turned on in April, so that water could be used when they were mowing.)

CLERK'S MISC

The VFW Men's Auxiliary Post in Parsons is hosting a golf tournament and asked if the city would sponsor a sign. After discussion, there was no action taken on sponsorship. Patty Wilkinson requested 4 days' vacation, May 21-22 and May 26-27, 2015.

Motion by Robison, second by Seaman to approve the vacation request. Motion carried.

It was noticed that the light poles on the bridge have started to rust through. An email was sent to George Dockery on who was responsible for the maintenance of the poles and a response was received that it was at the city's request to put lights up and KDOT agreed to incorporate brackets and conduit to meet the request. Lights and poles were installed by the city after the bridge construction was completed and it would be city's responsibility for maintenance. Information regarding security cameras at the city complex was presented. The sheriff's department had donated a DVR that could take up to 16 cameras. Cameras cost \$49 each plus shipping and cable would need to be purchased. Discussion continued on placement locations of the cameras.

Motion by Nash, second by Castle to get 16 security cameras and cable for the city complex. Motion carried.

The city clerk's phone and municipal court phones had stopped working and ParCom had been called to repair them. The clerk's phone was fixed but the municipal court phone was not. In doing the repair, it was discovered that the wiring running from the police station was in bad shape and needed to be rewired. No cost estimates were available.

Motion by Nash, second by Cooper to proceed with getting the phones fixed. Motion carried.

The clerk discussed that she had been informed that Empire was tearing up the roads in the Oakhill Cemetery. She was instructed to contact them about the damage.

MAYOR, COUNCIL & EMPLOYEE MISC.

Mayor Wood discussed the complaint by Dixie Moore on Eldon Perkins property and more discussion followed concerning other nearby lots needing mowed. Mayor Wood discussed the long-term and short-term goals that had been outlined during his first term and asked that the council think about goals that they would like to work on.

Castle reported that she had had complaints on the east boat ramp. This will be looked at. At the chamber meeting, discussion had been held concerning putting a metal roof on the shelter house south of the community building and had asked if the city would pay half of the cost with the chamber paying the other half. The chamber will get bids.

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Mayor Wood asked that the Street & Alley/Sanitation Committee of Bryant and Robison meet with Jason Dugan and the sanitation personnel and work on getting quotes for a new trash truck.

Cooper asked the status of the wifi to the parks and Police Chief Feagan discussed the quote from Wave Wireless that totaled \$4557 for a 4 camera system with 4 cameras each and wifi. A discussion was held on different camping payment boxes options.

Mayor Wood discussed the mowers and stated that Bartlett Coop is working on a leasing option. Other brands were also discussed.

POLICE CHIEF MISC.

An update was given on the genetic testing of the two dogs believed to have pit bull breeding in them. The results came back that they were pit bulls and the cost of the testing was \$730 which will be billed to the owner of the dogs. A lady had been bitten by a dog and the dog has been taken to the vet and held for observation. An April activity report was given to the council.

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

Seal

Mayor

City Clerk