

UNAPPROVED MINUTES

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

May 19, 2015

The Chetopa City Council met in regular session on Tuesday, May 19, 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, Shaunda and Carl Gream, Edna and Joel Scott, Jim Blundell, Jason Dugan, Debbie Darnell, Jim Nixon and Lela Wolfe.

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 and the Special Council meeting held on May 16, 2015. Motion carried.

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

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

Mayor Wood questioned the sewer payment for GO Bonds and where it was on the Treasurer's Report. The treasurer's report is balances on the Friday before the council meeting and totals from the warrant registers have not been included in the report. Also questioned was the payment to Manners Oil. This payment was for diesel delivered April 8th and Dugan reported that the diesel tank was empty.

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

APPROPRIATION ORDINANCE # 3486 as follows:

Payroll Funds	\$ 26110.19
Other Funds	<u>348685.66</u>
Total of all funds	\$374795.85

Cooper asked about the Sanitation Fund as the disbursements exceeded the receipts in April and if a rate increase is needed. This will be discussed later in the meeting.

VISITORS

Edna and Joel Scott were present to asked that the payment due date that was discussed in their payment arrangements be on the 3rd instead of the 1st as they don't get their checks until then.

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Motion by Robison, second by Castle to change the due date of the payments from the 1st to the 3rd. Motion carried.

Debbie Darnell, Utility Bookkeeper/City Treasurer gave the council Library Minutes and Treasurer's information from March and April board meetings that had been given to her. She discussed information concerning electric rates, fuel charges and additional income that was generated from the recent rate increase. Empire will be implementing a 2.5% rate increase in June. Discussion followed.

Motion by Nash, second by Cooper to raise electric rates anytime that Empire raises their rates. Motion carried. Darnell will have the ordinance for the 2.5% rate increase at the next meeting.

Shaunda and Carl Gream discussed a property that they were interested in purchasing, in which the city had charged a special assessment for mowing and tearing down a house. A request was made to send a letter to clear the special assessment but allow them to make payments directly to the city until the balance is paid off. Discussion followed.

Motion by Robison, second by Cooper to enter into an agreement with the Gream's to allow them to make payments on the actual cost of the special assessment. Motion carried. When the purchase is made, the payment terms of the agreement will be decided.

Jim Nixon with Diebolt Lumber and Supply asked to be put on a bid list if the city should ever need to build any buildings.

Jason Dugan, City Supervisor presented information on purchasing a new trash truck. Downing priced a 20 yard truck for \$133,477 with a \$45,000 trade in on the old truck, bringing the cost to \$88,477. Lease payments of \$19,000 had been figured into the 2015 budget. Discussion followed.

Motion by Cooper, second by Robison to purchase the sanitation truck from Downing and pay for the truck out of the sanitation and sanitation depreciation funds with no borrowing. Motion carried.

Information regarding poly carts was discussed. Rebrig Pacific Co. quoted \$52.25 per cart and it will be a total cost of \$26173.50 for 486 carts. He will check into other quotes for the carts. Also discussed was going to a one day a week trash pickup instead of two. Dugan had calculated that in doing this there would be a \$1000 savings per year on fuel and it would free up employee labor 21 hours per week, so that other work could be done. The transfer from the sanitation fund to the depreciation fund will remain at \$1000 to build up the depreciation fund.

Motion by Nash, second by Seaman to approve the purchase of the poly carts not to exceed \$26,173.50 and go to a one day pickup as soon as the truck and poly carts are delivered. Motion carried.

The hydrostat went out of the Husqvarna mower and will cost \$600 to repair. Dugan asked permission to purchase a Bad Boy mower from Eubanks Equipment. Discussion followed.

Motion by Cooper, second by Seaman to purchase a 60" Bad Boy Elite mower. Motion carried. Robison voted no.

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Cooper discussed the micro-surfacing of roads that was done in Oswego. It was questioned whether the Special City, Co Hwy fund could be used to overlay alleys and what the quote was for overlaying the alleys. This will be researched for the next meeting.

CONDEMNATION RESOLUTION

An incorrect property had been included in the prior meetings resolution to condemn and a new resolution and title search had been done on the 304 S. 13th St. property. The hearing will still be the same date as the other three properties.

Motion by Cooper, second by Nash to adopt the condemnation resolution setting the hearing date on 304 S. 13th St. Motion carried.

FILLING COUNCIL VACANCY POLICY

The clerk could find nothing in the statutes or charter ordinances regarding how council candidates had to notify the city of their interest in filling a vacancy in the council. Discussion followed.

Motion by Nash, second by Robison to have any interested candidates notify the city clerk by 4:30 p.m. on Thursday before the council meeting so that a list can be put in the council packets. Motion carried. Bryant and Cooper voted no.

WATER INTAKE PROJECT

An update was given on the water project and several emails were reviewed. Caleb Scales, Water Plant Supervisor had notified the mayor concerning the water intake being clogged up again.

SOFTWARE/COMPUTER DECISION

Demonstrations from four software vendors had been shown to the city office staff. The decision had been narrowed down to two vendors Data Technologies and Sequoyah Software and Consulting. Sequoyah's installation & training totaled \$14400 but there was some question regarding the conversion fees that couldn't be answered before this meeting and the annual maintenance is \$1200. Data Technologies installation & training totaled \$18420 and the annual maintenance is \$1900. Discussion followed concerning the software and the computer purchase.

Motion by Cooper, second by Nash to go with Data Technologies and get quotes on computer for the next meeting. Motion carried.

CDBG STORM SHELTER UPDATE

The clerk had visited with Laura Moore, grant administrator and Bruce Boettcher regarding the specifics on changing the design on the storm shelter. An update was given. There will have to be a special council meeting scheduled for Wednesday, May 27th at 5:30 p.m. to hold the public hearing and sign the grant application to meet the June 1st filing date.

GOVERNING BODY TRAINING

Don Osenbaugh had told the clerk that June 9th at 6:00 p.m. worked the best for him for the Governing Body training. This was agreeable to all present.

TIME CLOCK DISCUSSION

Information regarding options for time clocks was presented. Discussion followed.

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Motion by Nash, second by Robison to purchase two of the PIX-75 time clocks for the city office and the city barn. Motion carried.

CLERK'S MISC.

The council had approved getting the phone system repaired but the clerk wanted the council to know the cost. If Jeremiah Johnson will help them pull the wire through the attic the cost will be \$600. If ParCom does it, it will be around \$675. It was discovered that the motion to give the utility incentive to Riverside Sporting Goods was left out of the March 17th minutes. A notation to correct the minutes will be made. Cindi McElroy requested a 10-day extension to clean up the backyard at 912 Pecan and get rid of vehicles and clean up yard at 124 N. 4th. The vehicles have been sold and they are waiting on someone to pick them up. Discussion followed.

Motion by Nash, second by Seaman to give them until June 8th in which an inspection will be made and if not cleaned up, city crews will come in June 9th. Motion carried. (Nash left)

An update was given on the pool certifications and recertifications. Library minutes and treasurer's reports for March and April and financial information were discussed. Mayor Wood requested an executive session to discuss non-elected personnel. (Bryant left)

Motion by Cooper, second by Castle to enter into Executive Session to discuss non-elected personnel with mayor, council, clerk and police chief for 10 minutes with session ending at 9:38 p.m. Motion carried.

Entered: 9:28 p.m.

Returned: 9:38 p.m.

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

MAYOR, COUNCIL & EMPLOYEE MISC.

Mayor Wood reported that Bill Moses had complained about the roads being torn up in the Oak Hill Cemetery. Pictures have been taken to document Empire equipment in the cemetery and the damage. The clerk will contact Empire to report the damage. It was asked if the old pool vacuum had been sent off for repairs and it has not. Pool information was discussed and the clerk reported that she will contact Oswego to get their handbook and work on one for Chetopa.

Castle reported that Chuck Thompson had contacted her about his van dragging in the handicapped parking by the Mae Lessley Community Building.

Robison asked about documenting where storm shelters are. A mailing was done several years ago, but has not been updated since. Cooper discussed that Cherokee County was not taxing property owners for storm shelters installed and asked the clerk to contact Labette County to see if they were or were not taxing storm shelters. Discussion followed.

Motion by Robison, second by Castle to send storm shelter forms out when we mail out the annual water forms. Motion carried.

POLICE CHIEF MISC.

Chief Feagan asked if anything had been determined if any tax revenues would be lost if the cemetery was annexed into the city limits. The clerk will check into this. Mayor Wood asked if letters had been sent on junk vehicles and nuisances. An update was given.

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

Seal

Mayor

City Clerk