

UNAPPROVED MINUTES

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

June 16, 2015

The Chetopa City Council met in regular session on Tuesday, June 16, 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 and City Supervisor Jason Dugan.

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

Motion by Castle, second by Nash to approve the Minutes of the last regular meeting and the Special Council meeting held on June 9, 2015. Motion carried.

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

Robison questioned the May activity in the Electric Fund as the disbursements exceeded the receipts and after research, there were transfers made to the General Operating, Employee Benefits and Special Liability Funds.

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

Cooper asked about the Wex Bank payment and commented on the price of the Hornet & Wasp Spray. The payment to Wex Bank was for fuel purchases made with the gas cards.

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

APPROPRIATION ORDINANCE # 3488 as follows:

Payroll Funds	\$ 28098.47
Other Funds	<u>112726.89</u>
Total of all funds	\$140825.36

MAYOR, COUNCIL & EMPLOYEE MISC.

Clerk misc. The condition of the old city hall building at 332 Maple St., which is owned by Derek Morris and Charles Adams was discussed. Police Chief Feagan had taken pictures of the property that was passed around. The clerk had visited with Kansas League of Municipality Attorney Larry Bauer and had been given K.S.A. 12-1756 that outlines the procedure of removal of an immediate hazard. Attorney Dosh had also visited with Attorney Bauer and recommended that a structural engineer look at the building to document that the building is an immediate hazard. Discussion continued.

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Motion by Bryant, second by Robison to try to find a structural engineer to look at the building and document their findings. Motion carried.

The owners will be contacted to see if they will sign a consent form for the city to make the premises secure and Attorney Dosh will draft up the consent.

Motion by Nash, second by Cooper to start condemnation proceedings in accordance with K.S.A. 12-1756. Motion carried.

The clerk asked for information to include in the 2016 budget. Discussion followed.

Motion by Bryant, second by Robison to bill each city location for water and electric to be charged and paid for at cost with amounts set in the 2016 budget. Motion carried.

The purchase options of a police truck with the 2008 truck being transferred to the utility departments were discussed. The clerk will work on the budget with the auditor, who is to be at the city on June 30th, and will get a draft of the budget for the council to review July 6th. An email from Holly Powers on the water intake project was reviewed. A letter had been drafted providing the information requested from the Kansas Department of Wildlife and Parks for the relocation of any threatened species found during the project and was presented for approval for the mayor to sign.

Motion by Nash, second by Seaman to have the mayor sign the KDWP letter. Motion carried.

An updated emergency contact listing is being done for the Labette County Dispatch. A letter was drafted to the Bartlett Co-op outlining information for them to present to their board on annexation. Discussion followed.

Motion by Cooper, second by Nash to send the letter to Bartlett Co-op. Motion carried.

The clerk also presented a management report that incorporated the Appropriation, Revenue and Cash Summary reports.

Robison had been approached about the city compiling a No Solicitation List to give to salesmen going door to door. After discussion, no action was taken by council but a recommendation will be made for residents that do not want to be contacted, putting up a No Solicitation sign.

Mayor Wood reported that the Blundell properties will be the next property to be cleaned up.

Motion by Nash, second by Bryant to enter into Executive Session to discuss non-elected personnel with mayor, council, legal counsel, police chief and city supervisor present for a period of 10 minutes with session ending at 8:25 p.m. Motion carried.

Entered: 8:15 p.m. Returned: 8:25 p.m.

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

Motion by Bryant, second by Nash to have City Supervisor Dugan purchase hard hats, safety rigging and other equipment for all personnel to comply with safety regulations. Motion carried.

Motion by Nash, second by Castle that all safety gear for all jobs be worn at all times. Motion carried.

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City Supervisor Dugan gave an update on all departments and the truck repair. Mayor Wood asked if there were any bypasses. There were some and they will be given to the clerk for reporting to the state. It was also discussed to put the utility 1996 green pickup and the 1998 white pickup up for sale and use the money towards the purchase price of truck to be used by the police department and then later transferred to the utility department.

Cooper discussed the FEMA/NIMS training that all emergency personnel, city officials and employees need to take. The clerk will make of listing of the training requirements and forward to all personnel. When courses are completed, a copy of the certificate will be given to the city clerk for documentation of the training.

Police Chief Feagan presented a proposal from the Parsons Police Department for the purchase of five tasers for \$625. These will replace the department's older tasers that are starting to have some issues.

Motion by Nash, second by Seaman to purchase the tasers from the Parsons Police Department. Motion carried.

Police Chief Feagan asked about the status of delivery of the fuel tanks from Bartlett Co-op and Mayor Wood will follow up on this.

SANITATION CODE REVISION DISCUSSION

Changes to the code for the purchase of the poly carts and one day trash pickup were discussed. It was decided for the Ordinance Committee of Castle and Robison to meet with the city clerk and work on a revision to present at the next council meeting.

CEMETERY ROAD UPDATE

Mayor Wood had given Empire District Electric the road repair quote from Sandy Krider and they will have a contractor do a quote. Mayor Wood also gave an overview of the meeting that Debbie Darnell and he had attended with Empire. Also discussed was providing a storage area for the contractor for materials and equipment for the pole replacement being done on Highway 166 from Baxter to Chetopa.

ANNUAL EMPLOYEE APPOINTMENT

Mayor Wood discussed changing the annual appointments for all employees but that will be worked on for next year. Mayor Wood appointed all employees as presented on the employee listing.

Motion by Cooper, second by Seaman to confirm the mayor's appointments. Motion carried.

The following is a list of employees appointed: Rob Darnell, City Helper; Jerry Midgett, City Helper; Toni A. Crumrine, City Clerk; Debra G. Darnell, Utilities Bookkeeper/City Treasurer; Patty Wilkinson, Asst. Bookkeeper/Asst. City Clerk/Court Clerk; Scott T. Feagan, Chief of Police; James D. Blundell, City Helper; Caleb D. Scales, Water Plant Leadman; Jason L. Dugan, City Supervisor; Jeremiah W. Johnson, Distribution Helper; Travis Rakestraw, Police Officer; Tim Grover, Water Plant Helper; Jacob Scales, City Helper; Paul Trinkle, Water Plant

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Helper; Jason Donfris, Police Officer; Timothy J. Gilliland, Police Officer; Kent D. Soucy, P-T Police Officer; Charles Brown, P-T Police Officer; David Sproul, P-T Police Officer; Robert Hawthorne, P-T Police Officer; Edward Dosh, City Attorney; Doug Moses, Fire Chief; Steve Blackledge, Asst. Fire Chief; Kenny Underwood, Fire Dept. Secretary/Treasurer; Jerry R. Wilson, Municipal Judge and Amanda Carrell, Cleaning.

COUNCIL CONFIRMATION OF FIRE DEPARTMENT ROSTER

The following roster of fire department personnel was presented for council confirmation: Fire Chief-Doug Moses; Asst. Fire Chief-Steve Blackledge; Captains-Joel Riddle, Joey Midgett and Bryan Midgett; Lieutenants-Ryan Darnell, Justin Nading and Nathan Blackledge; Firemen-Jerry Midgett, Kenny Underwood, Brett Darnell, Brice Riddle, Blake Clayborn, Kyle Darnell, Carthen Nash, Dylan Riddle, Philip Moses, Tait Johnson, Leyton Carter, Zachary Lawellin, Jimmie Cooper; and Active Reserve-Rick Darnell.

Motion by Cooper, second by Bryant to confirm the fire department roster. Motion carried.

COUNCIL CONFIRMATION OF 1ST RESPONDER UNIT ROSTER

The following roster of 1st Responder Unit Personnel was presented for council confirmation: Scott Feagan, President; Brenda Dominquez-Vice-President; Katie Littlejohn, Secretary/Treasurer; Kaylie Brady, Blake Clayborn, Kyle Darnell, Hanna Graham, Bobby Hawthorne, Robin Hawthorne, Emily Johnson, Bryan Midgett, Joey Midgett, Lori Midgett, Julia Nash, Becky Sanders; Active Reserve-Bill Moses and Doug Moses.

Motion by Bryant, second by Robison to confirm the 1st Responder Unit roster. Motion carried.

BUILDING PERMIT

Published without protest: Joel Riddle to build a 18' x 40' shed roof at 122 S. 9th St., in the City of Chetopa.

Motion by Cooper, second by Nash to approve the building permit. Motion carried.

LABETTE COMMUNITY COLLEGE CTE CONTRACT

The Labette Community College C.T.E. Contract was presented for the mayor's signature. This agreement allows all city volunteers and employees to attend LCC and the tuition is paid through this program.

Motion by Nash, second by Bryant to approve the mayor signing the CTE contract with LCC. Motion carried.

SWIMMING POOL DISCUSSION

The diving board has been removed from the swimming pool and a quote of \$1581.75 for a new 12' board was received from In the Swim. Discussion followed.

Motion by Nash, second by Seaman to purchase a diving board not to exceed \$1581.75 and pay for it out of the Park Fund; **Amended to:** purchase a diving board with at least a weight of limit of 300 lbs. and pay for it out of the Park Fund. Motion carried. Bryant voted no.

The LKM had been contacted about the liability concerns with the lift chair and the clerk was told as long as the other equipment is adequate to handle needs, there is no additional

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liability issue for the city. The backup pool vacuum will cost \$211.50 to repair and the clerk had approved the repair being done.

COMMUNITY BUILDING SCHEDULING CONFLICT

There was a scheduling conflict with the Masonic Lodge wanting to rent the community building the same evening as the Chamber sponsored Christmas Parade and Santa's arrival. Because the Christmas activity has been held for several years at the community building and arrangements have already been made for this year's date, the decision was made to allow the chamber to use the building.

Motion by Bryant, second by Nash to send letter to Rod Trimble notifying him of the decision. Motion carried.

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

Seal

Mayor

City Clerk