

Council Meeting 12/18/2023

Minutes taken by Autumn Shreve, City Clerk

Meeting: Time: 7:00 pm Presiding officer: Mayor John Ryan

Council present: Seals, Sitz, Lister, Moore, Shreve

Atty Vignery: Present

Employees: A. Shreve, S Seals, A. VanVleck


Visitors: Per Registry

Call to Order

The meeting was called to order @ 7:00pm by Mayor John Ryan


Reading of Minutes

The minutes for the council meeting on 12/04/2023 were read for council approval.


 Motion by Sitz, 2nd by Lister to accept minutes with corrections, motion carried.

Kansas League of Municipalities Membership

There was a discussion on the League Membership and what we get out of the membership. The Clerk informed the council that they offer training opportunities, handbooks, publications and more.

 Motion by Sitz to renew our membership with the League of Kansas Municipalities for \$921.98, 2nd by Shreve, Motion carried.


Website Renewal

 Motion by Sitz to renew the website with Municipal Impact for \$665, 2nd by Seals, Motion Carried.

Police Department

Shannon informed the council that they have had \$1200 in donations to adopt some families in Carbondale. She explained that the funds do not go as far anymore and requested the council consider donating \$500 to cover the 5 adults in the families. She told the council that she was wanting to buy gift cards for groceries.

The council discussed the different locations to purchase gift cards.

 Motion by Sitz to purchase 5- \$100 gift cards from Aldis for the families, 2nd by Shreve, motion carried.

The council asked about an update for the installation of the cameras. Shannon confirmed that the cameras were installed in the office but the cameras at the park had not been installed yet.

There was discussion on the cameras at the pool and the lack of internet there. It was requested that the clerk look into KwiKom, and the possibility of the additional Wi-Fi being covered under the contract.

There was discussion on the need for cameras at the ballpark. It was mentioned that Don Bailey had been working with Ron on those cameras. There was a suggestion to discuss this with the Rec Commission.

Maintenance

April was present for the Maintenance department.

HACH Contract

There was discussion on the HACH contract and the price and what was included. The council wanted to make sure the turbidity meters were included in the contract.

There was a question from Anthony DaPrato about the services being offered, being something, the maintenance team cannot do.


 Motion by Seals to renew the contract with HACH for \$15,115, 2nd by Sitz, motion carried.

Dock update

Dustin Garrison provided a bid for the Dock replacement. The council reviewed the bid.

Mayor Ryan informed the council that the pier mount (cement pad) was not included in the bid but the brackets for the dock attachment were but would need placed.

The clerk informed the council that Dustin was looking to get a bid on the approach for the Dock.

 Motion by Sitz to approve the proposal for Dock replacement for \$16,853 out of the allotted \$20,000 ARPA Grant, 2nd by Lister, Motion carried.

Other Departments

The clerk notified the council that the zoning commission were using Brett Conklin from Elite Plumbing as the city plumbing inspector and that Terri Poley has resigned his position as the electrical inspector at the end of this year.

There was a discussion on the lack of three bids for these two positions. The council was advised that the electrical fee was not paid by the city but by the citizen requesting the inspection. The city is just a pass through.

The council stated they feel like there should be three bids. The clerk will put out an ad for inspectors and present three proposals.

Resolution #20 for Camera policy

The council was presented with a camera policy from the city clerk.

Seals stated he rewrote the resolution from a technical service point of view. He also presented a video request form for review.

Shannon mentioned that she would like to look at the policy from the accreditation point of view and she believes there is a policy in her accreditation files.

Attorney Vignery requested multiple times for more time to review the policy to make sure it follows along with the KORA and the Freedom of Information Act. She stated she agrees with having security officers but believes that the video requests should pass through the city office. She stated that she wants to find out if the video is considered an open record or closed record and wants to figure out what the mechanism for retention and storage needs to be per the state laws. Mayor asked for time for the attorney to review and asked if council would like it to be brought back at next meeting. The Mayor and Attorney's requests were passed by.

Motion by Sitz to adopt "*Kevin's resolution*" with correction of section "D" to state, "as approved by council", 2nd by Lister, Shreve opposed, motion carried.

Audit Resolution #21

Motion by Sitz to adopt Resolution #21, 2nd by Seals, motion carried.

Questions from Council

There was a question on the capability to track and calculate the leave on quick book. The City Clerk advised there is not the capability to track Comp time on QuickBooks, but Vacation and Sick are tracked on there. Seals read on the internet that Comp time tracking is not available on QuickBooks.

There was a question from Seals to the Mayor about if he spoke with Dustin about how he handled the question on snow removal. The mayor stated that he

Sitz asked if the bill from 122 Ridgeway had been applied to the tax roll. The City clerk stated that it had not been applied yet but that she was working on it but was waiting for information from the Sheriff's Office.

Extension requests

Motion by Seals to approve extension requests, 2nd by Lister, Motion carried.

The Clerk presented Mayor Ryan and Dawn Sitz with awards of appreciation for their years of service for the community of Carbondale.

Bills

Motion to pay approve all paid bills by Lister, 2nd by Seals, motion carried.

Motion by Sitz to adjourn at 8:12 p.m. 2nd by Lister, motion carried.