**Council Meeting** 02/05/2024

Minutes taken by Emily Bessette, City Treasurer

**Meeting:** Time: 7:00 PM Presiding Officer: Mayor Anthony DaPrato

Council Present: Ball, Seals, Lister

Council Absent: Moore, Shreve

Attorney Vignery: Present

Employees: D. Bretsnyder, Shannon Seals, Emily Bessette.

Visitors: Per Registry

**Call to Order**

The meeting was called to order at 7:00pm by Mayor Anthony DaPrato

**Reading of Minutes**

The minutes for the council meeting on 1/2/2024, meeting 1/15/2024 was canceled due to inclement weather, were read for council’s approval. Motion by Seals, 2nd by Ball for the reading of the meeting minutes. Seals motioned to change the motion with the changes of address to be changed to 502 N 4th, Ball seconded. Motion carried.

**502 Dangerous Structure**

Tonya reviewed the resolution. Seals had questions on electricity, animals coming and going from the home and water in the basement. A date needs to be set, serve all parties, and publication. Legal description needs updated. Published for two weeks and wait thirty days after publication. Publish on the 14th and 21st. They will look at having a hearing on March 25, 2024 which would fall on the April 1, 2024 meeting. Motion by Seals with the update of legal description and Mayor DaPrato to sign once changes are made. Second by Ball, Motion carried.

**Police**

Reimbursement for Sergeant Kreshel. Motioned by Seals to pay $15.10 for Kreshels lunch while at training, Second by Lister. Motion carried.

Chief Seals presented a new printer for the police department for the amount of $2,700. It prints, scans and faxes. Question on how much is in the reserve account and how much coverage cost on printer. Money would come from the Police Equipment Reserve Account.

Chief Seals introduced Gilbert who is a Berna doodle training with her as a therapy dog. She has a personal plan to train him with her own funds and time. She asked to add him on the police department. Upon research other local agencies have therapy dogs. He would be covered by insurance. Chief Seals is paying for insurance on her home owners’ insurance but he would also have to have insurance while at work. Insurance at the city would add $322 per year onto the plan. It will take a couple years for him to fully graduate and before certified.

Crosswinds Training was successful and Chief is proud of her staff. Sergeant Kreshel has used his training twice helping with suicidal people. Officer Luce was out Christmas morning and saved a city members life with CPR and she will be presenting him with an award next meeting.

Deputy Richard “Rick” Hamm was present and interested in a part-time position with the Carbondale Police Department. Chief Seals would like to hire two part-time officers. Hamm will meet with council during executive session.

**Maintenance**

Turbidity report is good at 100%. Dustin did some culvert training with Josh and April. They had a used culvert they used out at the lake. The lake is at “pool” and flowing.

April’s headlight and bumper cover was discussed from her hitting a deer. It is cheaper to order on Amazon and replace. The cost looks to be less than $200.

Seals has questions on who is responsible for street signs. Questions on if the city or postal services pays for postal boxes and pads or the city.

There was a question on who is responsible for the road by the school where the buses travel. In Summer 2025 that road will be replaced.

Talk about 2nd and Wells street on what is alley and what is road. The alley is what turns. Dustin took responsibility for installing a culvert that should not have been. There are different maps of this location which makes it confusing.

**Governing Handbook**

Governing Handbook -- Kevin reports he does not need a new one if no changes were made. The council would like to look into getting digital copies or just keeping one master copy in the office.

**Request for supplies**

It was discussed that office staff can only make purchases if they are less than $200 and not have council approval. Seals would like a list of necessary expenses and if it is on the list than no approval is needed. Lister mentioned accountability is important and would like all approvals, including office supplies, to go through council.

Request to order envelopes for $421.30. Seals motion to approve. 2nd by Ball.

Request to order checks from Deluxe for $532.93. Seals motion to approve. 2nd by Ball.

**Inclement Weather**

Tonya suggested if law enforcement is saying stay home, don’t drive then to close the office. Essential workers would be exempt from policy such as the police department and maintenance. Lister had questions about pay. Comp or vacation time should be used. No policy was accepted and it was left to the discretion of the mayor to close city offices.

**IT and Cyber Security**

Seals spoke on IT and Cyber Security. Integris appeared to be the best option. Integris can run a full assessment for the City’s needs on Cyber Security. The assessment cost $1,000 and will be the cities to use in any way. Currently all computers have virus protection software. Seals will get some more info in regards to this and ask the office staff for help if needed.

**Reimbursement Request for Mayor DePrato**

Mayor DaPrato attended the local government day. He spoke about the event. Seals motioned to approve $21.44 to Mayor. 2nd by Lister. Motion carried.

**Executive Session**

Seals motioned for Interview for 15 minutes. 2nd by Ball. Back to order 8:35.

No decisions made. Council offered “Rick” Hamm a position with the Carbondale Police Department for 30 or less hours at $20 per hour. Will review pay after six months. Hamm accepted the position. Motioned by Seals. 2nd by Ball.

**Executive Session**

Seals motioned for a twenty-minute executive session 2nd by Ball at 8:39.

9:00 council asked for ten more minutes.

9:10 No decisions made during executive session.

Seals made motion to terminate April VanVleck with the termination date of 2/5/24. She is eligible for reemployment after six months with stipulations to be discussed with employee. 2nd by Lister. The Mayor will be calling VanVleck to let her know the decision made.

**Other**

Next meeting will be held on 2/20/2024, City Hall inventory due next meeting.

The city does recognize President’s Day as a holiday.

Discussion on library internet.

Ad is needed in the paper for maintenance position.

**Annexation**

Lee Hendrix is an attorney in Topeka who is a possibility for the annexation. Most cities choose not to annex in someone chooses not to but Lee is willing to pursue if needed. He is $250 an hour. Mr. Hendrix is willing to meet with whomever if needed. Vignery asked to keep prior Mayor Ryan involved due to his relationship with the community. Bids need re-estimated. Everyone was in agreement to having John help if he is willing. Council is okay with Mayor talking with Lee or him coming to a meeting, not necessarily a council meeting. Council is okay with not all members being present for the meeting.

**Rec Department**

Ball spoke about the rec department and how she attended their meeting. They are wanting to do swimming lessons. Council members will try to attend more meetings.

**Bills**

Bills were still being reviewed. Seals made a motion that he noticed the bills.

**Adjourn**

Seals motioned to adjourn. Second by Lister. Motion carried. Meeting adjourned at 9:31pm