

Council Meeting 1/18/2016

Minutes taken by Paula Tryon, City Clerk

Meeting: Time: 7:00 pm Presiding officer: Mayor Fulton

Council present: Ryan, Hinck, Sitz, Lister & DeVoe

Council Absent: Curtis

Employees: Richardson, McNary, Williams, Sherwood, Haugh, Reynolds & Tryon

Visitors: Susan Whalen for Os Co Herald-Chronicle, Traci Smith, Karen Weathers (BG Consultants)

Meeting called to order by Mayor Fulton at 7pm.

Reading of Minutes for 1/04/16 meeting

☺ Motion by Sitz, 2nd by Ryan to approve the minutes as corrected. Motion carried.

Reading of Minutes for 1/5/16 Special Meeting

☺ Motion by Sitz, 2nd by Lister to approve minutes as read. Motion carried.

Reading of Minutes for 1/11/16 Special Meeting

☺ Motion by Ryan, 2nd by Sitz to approve minutes as read. Motion carried.

Old Business

None

Police Department

Officer McNary reported for the department.

A new case log for 1/1/16-1/18/16 was given to the council.

Rebecca Sinclair will get her inventory turned in soon.

The Chief of Police position is no longer on the KPOA website.

Feliciano has not started working yet but will be contacting Kayla soon.

City Office is to take care of KS-CPOST reporting until there is a Chief to take it over.

Maintenance Department

The Maintenance Department moved an old heater to the filter room to help with the heating problems they have experienced in past years. It is keeping the room at 60 degrees.

Changes made at the plant seem to be working to help the TOC readings. Richardson thinks the water will be in compliance unless there is a lot of moisture.

Waiting for Pro-clean was to be in town this week.

Extreme cold weather has kept Insituform from coming into town today. Richardson expects to see them this week, he knows of 7 taps not fully open.

Hinck asked if he knew what happened to the exhaust fan from the Kitchen. Maintenance has installed that in the maintenance shop.

The email for the Christmas decorations has not been sent out yet. Maintenance has taken the pictures and turned them in to the office.

CDBG Special Round- Community improvements to City Park & sidewalks

Karen Weathers of BG Consultants spoke to the council about budget concerns and options for the shelter houses and ADA restrooms. Also spoke to the council about not having railings for the sidewalk on south main.

1. Stand alone restrooms with a red metal roof, split face masonry, no water heater (to be winterized)
2. One Stand alone shelter house with red metal roof
3. One Gazebo-type shelter house
4. No railing for sidewalk on Main St – Weathers noted that it was not ADA requirement

Sitz asked if the small parking lot had to be paved. Weathers thought that 2 handicapped spaces would meet the requirements. She would need to check with the architects. Suggested that we get multiple options.

The sidewalk on Wells St next to the school- the crosswalk placement is causing problems and ask if the council had any ideas. Could add striping or signage.

Other Departments

Extension request by GAS to Dept of Commerce for the sewer project

☺ Motion by Ryan, 2nd by Hinck to have the mayor sign the extension request. Motion carried.

Letter of Understanding with Agler & Gaeddert to contract for auditor services for 2015 for \$6300.00 gross fee maximum and estimated \$300.00 out of pocket expenses. Motion carried.

2016 Annual O&M Assurance Statement for Community Park. Item 10 on agreement- check with Donna Crawford of GAS to see if this is something they take care of.

☺ Motion by Hinck, 2nd by Sitz to approve signing the statement. Motion carried.

New Business

Resolution 2016-01 for accounting system for 2016.

☺ Motion by Ryan, 2nd by Sitz to pass the resolution. Motion carried.

Election Ordinance- Charter Ordinances #13 & #14

☺ Motion by Sitz, 2nd by Hinck to table until 2/1/16 meeting. Motion carried

Other Business

Property Lines at the East Lake – poles are still placed on city property. City has three options

1. City person can speak to the landowner in person
2. City can send a certified letter to the landowner
3. City can file a suit against the landowner.

Mayor suggested that Atty. DeVoe send a certified letter to the landowner asking them to remove the poles within 60 days. They can remove them or the City will remove them at the landowner's expense. Council in agreement.

The poles have creosote on them that would affect our TOC readings.

Employee Handbook revisions

☺ Motion by Ryan, 2nd by Hinck to table until 2/1/16 meeting. Motion carried.

Module for Jayhawk Court Program. KBI will soon have mandatory electronic filing for Ks Adult Disposition Reports. Discussion followed.

☺ Motion by Ryan, 2nd by Sitz to sign the intent to purchase, for estimated fee of \$1500.00 with no guarantee of purchase. Motion carried.

Sitz made a comment that the Maintenance Dept inventory looked good. Asked Officer McNary how the PD inventory compared to previous. McNary noted they were very similar.

☺ Motion by Ryan, 2nd by Hinck to close the regular session and open an **Executive Session** for non-elected personnel for 20 minutes 8:20pm. Motion carried.

20 min extension requested.

9:00 pm Executive session closed and regular meeting reopened.

Ryan stated that they were in executive session for forty minutes with no decisions made.

Mayor Fulton explained that any employees not evaluated he would meet with at a later time and employee could speak with council if they desire.

☺ Motion by Ryan, 2nd by Sitz to have a special Meeting on 1/25/16 @ 7:00pm to interview Smith a 2nd time and discuss the Chief options. There will be a work session after to work on the employee handbook. Motion carried.

The ad for the Chief of Police on the KPOA website should be reactivated for 30 days and then re-evaluated.

Susan Whalen asked if the employees would be getting a raise. Mayor noted that the council would consider raises at a later date.

Extension Requests

☺ Motion by Sitz, 2nd by Lister to approve all Extension requests. Motion carried.

Pay approved bills

☺ Motion by Sitz, 2nd by Lister to pay all approved bills. Motion carried.

Adjournment

☺ Motion by Sitz, 2nd by Ryan to adjourn @ 9:10 pm. Motion carried.