

Council Meeting 09/19/16

Minutes taken by Paula Tryon, City Clerk

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

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

Council Absent: Curtis

Employees: Haugh, Smith, Reynolds & Tryon.

Visitors: Susan Whalen for Os Co Herald-Chronicle, Marvin Stevens, Albert Sherwood, Craig & Renae Hansen.

Meeting called to order by Mayor Fulton at 7pm.

Minutes for previous meeting:

Minutes read for Council meeting on 09/06/16

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

Renae Hansen spoke to the council, she introduced herself as a candidate for State Representative.

Police Dept

Chief Smith spoke to the council about the Reserve Officer Policy that was tabled from the 9/6/16 meeting. There is one change from the policy presented on 9/6/16, he changed the minimum hours worked from 10 to 20 hours per month. Otherwise the reserve officers will not work alone, will not be employees of the City, they will provide their own equipment and uniform. He will get applications for the meeting on 10/3/16.

Chief Smith also requested permission to have installed "No Parking" signs by the school where there is so much congestion in the mornings. Council person Sitz volunteered to help Smith with the wordage of the signs, Smith will get prices for the council meeting on 10/3/16.

Smith also informed the council that he has purchased an "Open/Closed" sign for the Police Dept. building.

❖ Motion by Ryan, 2nd by Sitz to approve the Reserve Officer Policy. Motion carried.

Maintenance Dept

Brad Haugh spoke to the council.

The tractor is back from Kan-Equip.

Windows 2013 has been purchased and installed on the Water Plant computer.

They need to check the condition of the battery back-up on the computer at the water plant. Reynolds mentioned that the City Office has a surge protector they can use – it was left by Logan from the previous copy machine.

The pool is clean & empty, Haugh wants to get a tarp to cover the pit at the swim pool to protect it from the winter weather.

The Clarifier has been repaired and is running at the Water Plant.

Dustin was registered for the "Innovations in Collection System Maintenance and Rehabilitation" class in Leavenworth on Wed, 10/5/16.

Discussion also about training offered in Emporia from 10/11/16-10/14/16 (full certification) for "Backflow Prevention-Cross Connection Control Tester/Repairman's Recertification".

❖ Motion by Ryan, 2nd by Sitz to have Dustin sign up for the "Backflow Prevention" class 10/11/16-10/14/16 for full certification at a registration of \$225.00. Motion carried.

Other Departments

Ryan requested for the Lions to close Main St from 2nd to 3rd Streets on 10/31/16 from 6pm-8pm for the **Trunk or Treat** event.

❖ Motion by Sitz, 2nd by Lister. Motion carried. Ryan abstained.

It was mentioned that **90 day probation** periods have been met by employees, Seals, Felix and Haugh.
 ❖ Motion by Ryan, 2nd by Sitz. To table until the 10/3/16 meeting. Motion carried. Forms will be given to the supervisors to be filled out for the meeting on 10/3/16 and discussed in Executive Session.

Credit Card Use Policy

Samples of other city policies were given to the council to look at. Item was tabled until 10/3/16 meeting.
Zoning committee question from Larry Hinck to see if the city would allow Morton style building to be built to be used part as living space and rest as storage, within the city limits. There are no zoning or city regulations not allowing this. Utilities are accessible to the property.

Tree and Brush burn site.

After discussion about what was needed,

❖ Motion by Ryan, 2nd by Sitz to get an additional sign for the site with specific rules noted. Motion carried.

Heating and Air Conditioning in City Hall

More information needed for Request for Proposal. Larry Hinck will speak to Sinclair. Suggest one unit with 4 zones. Hinck will get information to City Hall to advertise. Bids to be sealed

CCMFOA training Nov 14-18 in Wichita. Clerk Tryon has applied for a scholarship for the training, and was awarded the scholarship which covers the registration ½ room and up to \$100.00 for travel expense.

★ Motion by Ryan, 2nd by Sitz to allow the training and pay ½ lodging, \$.54 per mile for mileage. Motion carried.

Travel Policy

All travel is to be pre-approved. Travel time will be comp time. Class time they are paid their salary.

Not to exceed per-diem for overnight travel.

Part-time travel must be pre-approved on a case by case manner.

Mileage will not be allowed if a city vehicle is available.

★ Motion by Ryan, 2nd by Sitz to approve. Motion carried.

Compliance issue with Cornerstone church buildings downtown. Sent first letter, no response. Send 2nd letter.

Jeff Brown issue with ravine- turn this over to court.

Meals on Wheels town hall. The date of 9/29/16 @ 7pm at City Hall was agreed upon for the Town Hall meeting regarding the Meals on Wheels community meal service.

City Lake Property Lines There are discrepancies in legal descriptions according to Larry Hinck. We need something that will stand up in court.

The gate at the spillway is broken and needs repaired. Fish and Game built that gate, Larry Hinck will contact John Tucker to have them check it out.

Extension Requests

★ Motion by Sitz, 2nd by Lister to approve all extension requests. Motion carried.

Pay approved bills

★ Motion by Sitz, 2nd by Ryan to pay all approved bills.

Sewer lagoons access

★ Motion by Ryan, 2nd by Sitz to move forward with the bridge project to the sewer lagoons. Motion carried, Hinck opposed.

Adjournment

★ Motion by Sitz, 2nd by Ryan to adjourn at 8:04pm. Motion carried.