

## **Council Meeting 06/03/2024**

Minutes taken by Emily Bessette, City Clerk

**Meeting:** Time: 7:00 PM

Presiding Officer: Mayor Anthony DaPrato

Council Present: Ball, Seals, Lister, Moore, Ronald Moeller

Council Absent: N/A

City Attorney: Interim Tonya Vignery

Employees: Shannon Seals, Emily Bessette, Jonathan Clark

Visitors: Per Registry

### **Call to Order**

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

### **Minutes**

The minutes for the council meeting on May 20, 2024 were reviewed by council. Motion to approve corrected and completed minutes by Moore second by K. Seals. Motion carried.

### **Ronald Moeller**

Ronald was sworn in by City Clerk, Emily Bessette. Moeller took his seat.

### **East Lake Kayaks**

CFAP Grant, KDHE, and Wildlife in parks all had no issues with non-motorized boats on east lake. Attorney Vignery suggested adding life jackets, daylight hours and kayaks can only be on the lake when in use. Item tabled until next meeting.

### **City Attorney**

Tonya Vignery is serving as Interim counsel.

Tom Barnes is present and interested in serving as the cities attorney. Barnes introduced himself. He has over 35 years of experience. He spoke on his knowledge of annexation and his history. Barnes answered all of council's questions. He does have a two-hour minimum rate for meetings, gets paid milage from his office, normally charges 1/10 to 2/10 of a hour for emails, and for court he gets two hours plus prep. His associate that would help cover gets the same rate. He gave references of Harveyville, Mr. Kuntz and Mayetta, Mr. Chapman.

### **Police**

S. Seals got new tires on her cruiser.

### **Executive Session**

K. Seals made a motion to go into executive session to discuss matters of nonelected personnel to resume at 7:55pm, 2<sup>nd</sup> by Ball.

7:55pm Mayor Daprato called the meeting to order with no decisions made.

### **City Hall Security**

Discussion made on deposits for the rental of City Hall. The initial \$75 deposit can go towards loss of key, damages or cleaning of City Hall. K. Seals made a motion to add a \$400 fee for lost key to City Hall Rental agreement if key is not returned within three business days, 2<sup>nd</sup> by Ball, motioned carried.

A-1 Lock and Key submitted a bid for \$9,982.98 for keyless entry to building and inter doors.

Tech Electronics came out but has not sent over a bid. They gave a verbal estimate of 3-5 thousand dollars per door. Clerk did get an email from them on 06/03/2024 that they were working on multiple bids with different options. One question they had is if in the future we would be looking to secure more buildings. It is best practice to do them all at once so that they are all on one system and not multiple accounts.

Ball with get clerk information on Safety and Security grant.

Doors on city hall have been rekeyed.

### **Clothing Allowance**

Office staff would like to purchase t-shirts.

Madd House designs submitted a bid for unisex t-shirts with single pocket design \$13, unisex t-shirt with large back design and pocket design \$15 and polo with two pocket designs \$18 and \$20 for 2XL-5XL.

Rocket Designs was \$36.92 per unisex t-shirt with large back design and pocket design.

Custom Ink was \$40.23 per unisex t-shirt with large back design and pocket design.

Discussion made on employee clothing and who should and should not get an allowance. Some members through office staff should receive a couple shirts from the city. No decisions were made. Council would like to get her more information after Employee Handbook is updates.

Employee Handbook

Special meeting set for June 13<sup>th</sup> from 6pm to 8pm at City Hall. It will be posted in The Osage Herald and on the website.

### **Maintenance**

Clark is here for maintenance. He was on water plant duty last weekend and it went smooth.

The outlet tripping the breaker at the pool is fixed.

Maintenance supervisor is buying outlet covers for the park. Clark was not aware of the hand dryer at the park bathroom.

There was discussion on maintenance supervisor being present for meetings or leaving information to cover.

Clothing allowances were discussed and Clark purchased new plain colored shirts with part of his. He currently is wearing shirts from his previous employer since they get dirty, counsel Lister did not see a problem with that.

The tree blocking the ally by the school was cut down by Mediacom and maintenance staff. It was cut into small chunks and left in the home owner's yard.

### **Fireworks Applications**

Motion by Seals to allow SnS Service LLC to set up a firework stand at 123 N Topeka Ave, and to allow Garrett's Worldwide Enterprises, LLC to set up a firework stand at 124 N Topeka Ave, 2<sup>nd</sup> by Lister, motion carried.

### **Jawyhawk Billing Postcards and Billing**

Motion by Lister to approve the city office to order billing postcards in the amount of \$360, 2<sup>nd</sup> by Seals, motion carried.

Seals made a motion to adopt ordinance chapter 15 Utilities, 15102-15104 Ordinance number 539-2024 to adjust the number of billings and hangtags, 2<sup>nd</sup> by Ball, motion carried.

**Extension Request**

None

**Bills, Notes, FYI**

Council would like to see hours worked by contracted employees. Motion by K. Seals that they looked at bills, 2<sup>nd</sup> by Lister, motion carried.

**Recess**

Motion by Seals to recess for annual PBC meeting, 2<sup>nd</sup> by Lister.

Motion by Seals to close the PBC meeting and reopen the regular meeting at 9:05pm, 2<sup>nd</sup> by Lister, motion carried.

**Adjourn**

Motion to adjourn by Moore, 2<sup>nd</sup> by Lister, motion carried at 9:07pm