

## **Council meeting 7/17/17**

Minutes taken by Paula Tryon, city clerk

**Meeting:** Time 7:00 pm

Presiding officer: Mayor Mike Fulton

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

Employees/ contractors: DeVoe, Bretsnyder, Reynolds, Smith & Tryon

Guests: Julie Nelson (OCHC), Rick Ensz, Kevin Seals, Kandy Hinck, Heather Garrison, Jess Martin & Emerson Lewis family.

### **Minutes for previous meeting:**

The minutes for the council meeting on 7/3/17 were read.

- Motion by Hinck, 2<sup>nd</sup> by Sitz to approve the minutes as read. Motion carried.

Emerson Lewis, winner of the **Neighborhood Watch Program** sign competition was acknowledged and presented a sign of her own in recognition of her art work.

Jess Martin requested a **variance for his building permit**. He wants to place his new storage building at the exact same location as the one he is replacing, which is in violation of current zoning regulations.

- Motion by Sitz, 2<sup>nd</sup> by Poley to grant the variance requested so he can put his new building at the same location as the old building. Motion carried.

**Rick Ensz** spoke to the council to clear up some questions regarding the **New Library building** bond purchase. The CDBG grant application is due at the end of October 2017. He needs to know if the City is going to move forward with the application. With the grant application is also required a resolution of intent for the City to show the commitment of the city to this project- without this resolution the application will not be considered. This would be for the amount not covered by grants or public gifts. This is a non-binding resolution.

The City must have a public hearing.

The plan is to get Public Building Revenue Bonds.

The cost of issuance for bond counsel and bond broker, and any other fees to close the sale is covered in the bond purchase. That would be City/Library expense.

A current architect's project cost on the company letterhead will be needed for the purchase of bonds.

A debt service reserve fund of 10% will need to be set-up.

Realistic, accurate numbers are needed.

Library needs to identify how much money is on hand.

Bond council wants 30 days, bond broker wants 2 weeks time to get the paperwork ready.

The publication for the public hearing needs to be 5-15 days before the meeting.

The City Council should have a decision by Aug 21, 2017.

A public hearing could be held early in October.

The City would need a contract with a Bond Council by then. (Don Jensen).

The City is not committed to purchasing the bonds until they are signed.

No decision was made.

Mr. Ensz requested that Kandy Hinck send a copy of the architect's letter to him.

### **Budget 2018**

- Motion by Hinck, 2<sup>nd</sup> by Sitz to approve the 2018 Budget as presented. Motion carried.

- Motion by Ryan, 2<sup>nd</sup> by Sitz to hold the public hearing for the budget on Aug 7, 2017 @ 7pm

Motion carried.  
Send notice of hearing to OCHC.

### **Police department**

A new schedule is being updated for 10-hour days for each full-time officer.  
Chief Smith noted that the council will be getting schedules for two full time officers plus himself and one part-time officer.  
The 2010 Charger has a fuel system problem. He is taking it to Carbondale Tire & Auto for repairs on Tuesday.  
The National Night Out event is being moved to the City Park. The date is Aug 19 from 11am – 6pm. He will need electricity provided for the live band. BBQ food will be available also.  
Councilman Hinck asked the City what they wanted for the city as far as coverage is concerned, does the council want 24-hour coverage? He didn't feel that 24 hour coverage is necessary. Chief Smith would like to have three full-time officers and two part-officers.

### **Maintenance Department**

Estimates received for the **roof repairs** for the hail damage on the city buildings were examined.  
Appelhanz Roofing \$11,496.10 including guttering  
J&W Construction \$10,580.09 including guttering

- Motion by Sitz, 2<sup>nd</sup> by Hinck to accept the bid from J&W Construction for \$10,580.09 for the roof and gutter repairs listed. Motion carried. Dustin will call them and let them know.

Bids received for the **plumbing work** for two meter repairs, and install new meter service from main line. City will provide all materials.  
Conklin Plumbing \$1,540.00  
Theel Plumbing \$3,100.00

- Motion by Sitz, 2<sup>nd</sup> by Lister to accept the bid from Conklin Plumbing for the plumbing work. Motion carried.

**Fire Dept remote reader** repairs- will need more time to get the information. The current rate charged to the fire department was set at a council meeting on Aug 6, 1984.

### **Effective date for water rate increase**

- Motion by Sitz, 2<sup>nd</sup> by Hinck to start the new rate on the next billing cycle. Motion carried.

Bulk water prices will stay the same \$.75 for 60 gallons.

The estimate from Carbondale Tire & Auto for repairs to the **2004 Ford F250** totaled \$828.09. Council made no action but suggested they look for a replacement vehicle see what prices come in at.

Problem with drainage at 4<sup>th</sup> & Melody Lane no one claims to own the property and the city has no easement access. Leave it alone.

**Street sealing** should be done by the end of the month.

The red mower is still at the repair shop.

A 5-year plan was given to the council for street repairs.

### **Police Department**

A **letter from Carbondale school** was given to the council regarding a request to change traffic flow in the mornings and evenings. The request is for a change in the alley between 3rd and 4th Streets to be a one way alley from west to east. Parents could enter the alley from the west, drop off their children, and continue east to 4<sup>th</sup> St. The school is making improvements to the parking lot to allow this. The request also asks for the City to provide signs to direct the public in this change. A second request is to gate Wells street in mornings and evenings to allow one-way traffic for the buses to be in the area at that time.

- Motion by Hinck, 2<sup>nd</sup> by Sitz to designate the alley for one-way traffic for school traffic issues. The city will pay for and install traffic signs and some improvements will be needed to allow smooth traffic flow. Motion carried, Ryan objected.

### **Executive Session**

Motion by Ryan, 2<sup>nd</sup> by Sitz to close the regular meeting at 8:20pm and enter into an executive session for 20 minutes for the purpose of interviewing for a maintenance personnel position. The open meeting will resume at 7:40pm. Motion carried.

Mayor Fulton re-opened the regular meeting at 8:40pm. Councilman Ryan stated that they were in executive session for 20 minutes with no decisions made.

### **Other Business**

Follow up on **Jeff Young compliance** issue. Council was given current pictures of the property to be compared with the previous pictures.

- Motion by Hinck, 2<sup>nd</sup> by Sitz to send him a letter stating that substantial progress has not been made and that substantial progress must be made by the end of August or further action will be taken. Motion carried. Atty DeVoe will prepare the letter.

**Carbondale School trophies** minutes of a meeting on 6/7/10 were given to the council with motion made and passed about the display of the trophies. If Judy comes again to be on the agenda, let Larry Hinck know he will contact other alumni.

### **Logan maintenance contract**

- Motion by Hinck, 2<sup>nd</sup> by Sitz to accept the contract with the addition of professional services paid \$25.00 monthly for one year. Motion carried.

### **Advantage Computer/ Jayhawk Software contract**

The contract for nightly backup service for \$480.00 per year was approved.

- Motion by Ryan, 2<sup>nd</sup> by Poley to approve the contract as written. Motion carried.

### **Propane Central contract for 2017-2018**

Annual use information needed, there is a \$5,385.78 credit at this time. Maintenance needs to get the furnaces checked at the water plant. Check with Propane Central regarding a minimum purchase. This was tabled until the meeting on 8/7/17.

### **Comp time for Dustin and Shannon**

- Motion by Ryan, 2<sup>nd</sup> by Lister to return to accrual for comp time rather than automatic payment. Motion carried.

**RWD #5 contract** tabled until 8/21/17 meeting.

**The KOMA update** information was given to the council for new changes in effect 7/1/17.

### **Ordinance 495-2017** Incorporating Standard Traffic Ordinance for 2017

- Motion by Lister, 2<sup>nd</sup> by Sitz to adopt as written. Motion carried.

### **Ordinance 496-2017** Incorporating Uniform Public Offense Code for 2017

- Motion by Lister, 2<sup>nd</sup> by Ryan to adopt as written. Motion carried

### **Motion to approve extension requests**

- Motion by Sitz, 2<sup>nd</sup> by Lister to approve the extension requests as listed. Motion carried.

### **Motion to pay approved bills**

- Motion by Sitz, 2<sup>nd</sup> by Ryan to pay all approved bills. Motion carried.

### **Adjournment**

- Motion by Sitz, 2<sup>nd</sup> by Lister to adjourn the meeting at 9:03pm. Motion carried.