

UNAPPROVED MINUTES

THE RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY CITY OF CHETOPA, KANSAS

December 7, 2021

The Chetopa City Council met in regular session on Tuesday, December 7, 2021 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

PRESENT: Council Members/Juanita Kepner, Geraldine Castle, Ernie Wulf, Bob Boyd and Linda Seaman.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan (at 7:09 p.m.), Attorney Shane Adamson (at 7:11 p.m.), Water Plant Supervisor Mike Tyler, Pam Campbell, Joe and Cynthia Durnell and Billy Morrissey (at 7:21 p.m.).

Mayor Bushong called the meeting to order and led the council and visitors in the Pledge of Allegiance and opened the meeting with prayer.

Motion by Kepner, second by Castle to approve the agenda as presented. Motion carried.

Motion by Castle, second by Wulf to approve the Minutes of the last regular meeting and the special council meeting on November 19, 2021. Motion carried.

Motion by Kepner, second by Castle to approve the Treasurer's Reports. Motion carried.

Castle questioned why the petty cash reimbursement was so large and Clerk Crumrine reported that there was a large LIEAP balance sent back to the agency.

Motion by Kepner, second by Castle to approve the Warrant Register. Motion carried.

Payroll Funds	\$25831.47
Other Funds	<u>63682.11</u>
Total of all funds	\$89513.58

COUNCIL VACANCY ELECTION

Motion by Kepner, second by Castle to elect Pam Campbell to fill the unexpired council position of Gary W. Bryant due to his death. Motion carried.

Clerk Crumrine swore Campbell in as council member and Campbell took her seat

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Cynthia and Joe Durnell were present to ask for help in adjusting their water bill of \$282.68, due to a hose that had been left on outside. Discussion followed.

Motion by Castle, second by Wulf to bill the water usage at the city cost. Motion carried.

Mayor Bushong discussed that the dump truck has a power steering issue and Josh Moore is waiting on a call back on parts. Bushong requested that all city vehicles go to Moore for maintenance. Discussion was held on ordering a white board to keep track of work orders, etc. but this was put on hold for now.

UNAPPROVED MINUTES

Billy Morrissey with contractor working on the bridges came in to ask about dumping the mill shavings and will check back with the clerk tomorrow once the council decides.

Mayor Bushong would like to see a report on the park camping fees for Jan-Dec 2021.

Boyd questioned the amount paid to the Bank of Commerce as the gift cards were not to be that much and it was answered that the check was for the least purchase payments and gift cards, but the software program only prints the first line of the posting in the description on the warrant register when there is more than one fund posted to. Boyd also questioned the outstanding checks that are on one of the treasurer's reports and that some are old. Castle questioned if an expiration date could be put on the checks and the clerk was instructed to contact the bank and order stamp until the next check order goes in. The three limbs that are hanging at Elmore Park still need to be removed. Boyd discussed the recent ordinance adopted by Oswego on the relocation of nuisances from one location to another. Clerk Crumrine will draft an ordinance for Chetopa using Oswego's as a guide for the next meeting. Boyd asked how long before the burnt house on Elm Street is torn down and discussed the possibility of starting condemnation proceedings on it. Clerk Crumrine reported that a demolition permit had been approved and they have six months to complete the demolition.

Wulf discussed hours that Police Chief Feagan has been working to deal with electrical, water and other issues and felt that he needed paid for his hours. Chief Feagan reported that Water Plant Operator Paul Trinkle has also been helping out when necessary and the council was in agreement that Trinkle should also be compensated for his hours.

Clerk Crumrine gave an update on the question of going into executive session to discuss delinquent utility bills and had been told that this was not a legitimate reason to call an executive session. Other options than going into executive session were discussed but no official action was taken. Crumrine presented BG Consultants billing invoice #9 in the amount of \$1400 and the KDHE Pay Request #8 in the amount of \$1400 to pay the BG invoice for approval.

Motion by Seaman, second by Kepner to approve the payment of the BG Consultants #9 invoice in the amount of \$1400. Motion carried.

Motion by Seaman, second by Campbell to approve the mayor signing the KDHE pay request #8 in the amount of \$1400. Motion carried.

Clerk Crumrine reminded the council of the 2021 budget amendment hearing that is scheduled for next meeting on December 21st, asked how many would be riding the council float, discussed closing 5th St by Kickin A Boots & Saddle for Christmas on the Streets and discussing what days the city would observe the Christmas holiday, due to Christmas being on Saturday. Due to meter reading constraints, it was suggested that the city observe the half day on December 23rd and all day December 24th Christmas Eve. Mayor Bushong, Council Members Castle, Seaman, Wulf and Kepner and Clerk Crumrine will ride the float.

Motion by Castle, second by Kepner to close 5th Street for Christmas on the Streets on December 10, 2021. Motion carried.

Motion by Castle, second by Kepner to have the city holiday be observed as half day on December 23 and all day on December 24, 2021. Motion carried.

UNAPPROVED MINUTES

Mayor Bushong discussed the Employee Christmas party on December 11th at 6:00 p.m. and reminded the council of the work session with the City of Altamont and KMEA on December 11, 2021 at 10:00 a.m.

Police Chief Feagan showed the council a video of the boom on the little bucket truck and discussed the certifications of both of the bucket trucks. Prices will be gotten for repairing the trucks for the next meeting. Chief Feagan reported that there is a lifter problem in the 2016 Dodge Ram motor and has been told that the Hemi motors are notorious for this issue. The cost of a new motor will be approximately \$6000 and the Bank of Commerce can do a lease purchase to cover the cost of the motor and the timeframe of the repairs will be approximately 10 days to 2 weeks so it should be back in service by the time Cordell Bass leaves for the academy on January 3, 2022.

Motion by Castle, second by Kepner to order a new motor to put in the 2016 Dodge Ram police truck. Motion carried.

Boyd discussed the delinquency issue and what could be done about it. The utility payment and shut off policy was discussed.

Motion by Boyd, second by Wulf to post the utility policy on the protective window of the office counter. Motion carried.

Clerk Crumrine asked if any action was to be taken on the issue moving a meter for a resident that Debbie Darnell had questioned for the council's decision. Discussion followed.

Motion by Castle, second by Wulf to add the work order on Stough, Motion was amended to add the work order on Stough pending Colton Ingram looking a feasibility of moving the meter. Motion carried.

OLD BUSINESS FOLLOW UP

There was no update on the Osage Nation PA or the American Rescue funding. An update on the interview of the applicants for the city helper position was given but no appointment was recommended, Attorney Adamson will be working on the Special Assessment listing to take to district court, job description physical requirements will be looked into and Crumrine will contact Oswego to get their requirements as an example.

GAAP WAIVER RESOLUTION

Resolution 2021-7 to waive the GAAP requirements was presented for approval. This is the same resolution adopted each year.

Motion by Wulf, second by Campbell to approval Resolution No. 2021-7 as presented. Motion carried.

CMB LICENSE APPLICATIONS

2022 Cereal Malt Beverage license applications were received from Carm N Dales, Rayaan LLC and Riverside Sporting Goods. Fees have been paid and background checks have been approved.

Motion by Wulf, second by Castle to approve the CMB Licenses be issued for the three businesses. Motion carried.

UNAPPROVED MINUTES

BUILDING PERMIT

A building permit application was received from All Industrial LLC and Tracy and Sheila Creekmore to remove old house and move in a 1991 Schultz 16 x 80 mobile to 114 N. 15th St., in the City of Chetopa. Mayor Bushong asked if the property was in Creekmore's name and the clerk responded that it was in All Industrial LLC's name. Discussion followed.

Motion by Castle, second by Campbell to table approval of the building permit until further investigation is done on ownership. Motion carried.

VACATION REQUEST

Water Plant Operator Paul Trinkle has requested three days' vacation in December and Department Head Mike Tyler has approved the request.

Motion by Kepner, second by Campbell to approve the vacation request. Motion carried.

ROOFING BIDS/DISCUSSION

Three companies have looked at the roofs and some quotes have been returned but Crumrine would like more time to check into references and reviewing the quotes.

Motion by Castle, second by Kepner to table action on the roof bids pending future review. Motion carried.

CDBG TIME EXTENSION REQUEST

A time extension request for the CDBG sewer project funding was presented for approval. There has been delays with getting the Osage Nation Programmatic Agreement signed and a 90-day time extension to complete the environmental review was requested.

Motion by Castle, second by Campbell to signed the CBDG Time Extension request. Motion carried.

SEWER LIFT STATION DISCUSSION

Clerk Crumrine had went with the Enviro-Line inspector to look at the lift stations and presented pictures and discussed several areas of concern. Crumrine has contacted a company in Joplin that was recommended by Enviro-Line to come do the maintenance work on the lift stations. Crumrine also discussed that it looked like an extension cord was running from the city electric pole to a residence and Police Chief Feagan was asked to look at that in the morning.

Motion by Castle, second by Wulf to adjourn. Motion carried.

Seal

Mayor

City Clerk