

# UNAPPROVED MINUTES

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

January 4, 2022

The Chetopa City Council met in regular session on Tuesday, January 4, 2022 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief Scott Feagan and Scherrill Grissom.

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 Castle, second by Wulf to approve the agenda. Motion carried.

It was requested to put in the minutes on Page 2 that after the inspections had been done on the utility trucks and digger truck that the big bucket truck and digger truck had passed. Crumrine also noted a correction on Page 2, that the word house had been added to report of Liberty replacing utility pole damaged by Stanley Meadows as it was by Meadows house not caused by Meadows.

Motion by Castle, second by Campbell to approve the Minutes of the last meeting with the addition. Motion carried.

Motion by Castle, second by Seaman to approve the Treasurer's Report. Motion carried.

It was questioned what the Palfinger USA LLC and Maguire Iron Inc. payments were for. The Palfinger was the quote to have the utility trucks and digger truck inspected and certified and the Maguire Iron payment was the annual installment for the work that was done on the water tower.

Motion by Castle, second by Wulf to approve the Warrant Registers. Motion carried.

**APPROPRIATION ORDINANCE # 3647** as follows:

Payroll Funds	\$26265.15
Other Funds	<u>72470.36</u>
Total of all Funds	\$98735.51

### **MAYOR, COUNCIL, EMPLOYEES & VISITORS**

**Scherrill Grissom** asked about the water pressure (or lack of) at her house. Several present lived within several blocks of Grissom but reported that they didn't have issues with low water pressure. Several suggestions were given to Grissom to see if that would show pressure improvement.

**Mayor Bushong** had thought that a range had been determined on the special assessments that would be filed with district court and it was determined anything over \$2000

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that was more than one year old would be filed. Mayor Bushong had also questioned whether a meeting could be held without an attorney present. Clerk Crumrine had discussed this with the LKM and their position was that as long there was nothing in place by the city that required the attorney to be present, a meeting could be legally held.

**Boyd** questioned who determines when a resident gets back the insurance proceeds held by the city until the property is satisfactorily cleaned up and it was reported that the building inspector makes this determination in accordance with Article 7. Insurance Proceeds Fund of the Chetopa City Code. Boyd also asked who was responsible for the maintenance and upkeep of the ball field at Elmore Park as it is in disrepair. Clerk Crumrine reported that when the ball field was constructed, it was to be maintained by the Summer Ball League but was not aware of how often it was being used now.

**Wulf** asked about a Facebook posting on Altamont giving customers 10% back on utility bills. Clerk Crumrine reported that she has not had time to research and set in on the webinars concerning the ARPA funding. Several of the council will follow up on uses.

**Mayor Bushong** reported that the City of Altamont is not interested in becoming a co-anchor with Chetopa on the KMEA electric proposal.

**Castle** asked to advertise for a lineman and Clerk Crumrine asked where the council wished to advertise. Castle will research areas to advertise.

**Clerk Crumrine** informed the council that Foley Company had been contacted to service the generator at the main lift station on Willow and also asked them to service the generator at the fire station. Clerk Crumrine had contacted the bank regarding having “Checks void after 6 months” printed and had been told that this will not prevent someone from cashing the check after the void date and stop payments would need to be issued by the city on checks exceeding the time. It was suggested that old outstanding checks be turned over to the state and Crumrine reported that information had already been given to her on this subject. A lengthy discussion was held.

Motion by Boyd that if an employee does not have a time card turned in, they won't get a pay check. Motion died for a lack of a second.

**Mayor Bushong** told the council that twenty-six (26) residents were disconnected on December 27, 2021 and only six (6) remained off.

**Police Chief Feagan** updated the council that Cordell Bass had started the academy on January 3, 2022, the 2008 Ford city truck was going to Josh Moore's to be worked on as all the dash lights are on and Moore will do general maintenance on the sanitation and dump truck. Moore is having a hard time getting parts for the dump truck but is looking at other sources to get the parts and the motor for the 2016 Dodge Ram has been shipped, so should be getting it done soon. Feagan reported that Officer Rakestraw is working 6:00 a.m. to 2:00 p.m.; Police Chief Feagan is working 2:00 p.m. to 10:00 p.m. and Officer Billingsly is working 10:00 p.m. to 6:00 a.m. while Bass is at the academy. Feagan will be taking the Christmas decorations down starting tomorrow (January 5<sup>th</sup>). Castle asked if Mike Tyler was sick and it was reported that he had a follow up doctor's appointment.

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## **CITY HELPER APPOINTMENTS**

Interviews had been held and the city helper position was offered to all three that had interviewed. Two had accepted the position and one had declined the offer.

Mayor Bushong appointed Morris Bushong and Robin Grissom as City Helpers.

Motion by Wulf, second by Campbell to confirm the appointments. Motion carried.

Boyd and Seaman voted no.

## **OLD BUSINESS FOLLOW UP**

There was no update on the Osage Nation PA (Clerk Crumrine will contact them for a status of the PA) or anything further on the American Rescue Plan Application. Attorney Adamson was not present to report on the water main invoice status, Oswego job descriptions regarding the physical requirements required of the positions had been given to the council, it was asked to remove the Creekmore building permit from the agenda until property ownership was resolved, Clerk Crumrine had not contacted Josh Armstrong on getting a quote on the buildings needing roof repairs and she was waiting on a quote for repairs to the lift stations from Chad Copher with Waste H2o Solutions.

Motion by Castle, second by Wulf to enter into executive session to discuss non-elected personnel with the mayor, council, clerk and police chief present for a period of 10 minutes with session ending at 8:30 p.m. Motion carried. (Grissom left)

Entered: 8:20 p.m.

Returned: 8:30 p.m.

Mayor Bushong called the meeting back to order and the following action was taken.

Motion by Castle, second by Wulf to enter back into executive session to discuss non-elected personnel with the mayor, council, clerk and police chief present for a period of 5 minutes with session ending at 8:36 p.m. Motion carried.

Entered: 8:31 p.m.

Returned: 8:36 p.m.

Mayor Bushong called the meeting back to order and no action was taken from executive session.

## **PROBATION DISCUSSION**

Officer Bass 90 day probationary period ended December 25, 2021 and Police Chief Feagan reported that he was doing a good job and was attending the academy.

Motion by Wulf, second by Boyd to take Bass off probation effective December 25, 2021. Motion carried.

## **AUDITOR DECISION DISCUSSION**

Engagement letter from Jarred, Gilmore & Phillips, PA for perform the 2021 audit and assist with the 2023 budget were presented for a signature. The fee for the audit had increase \$200 from last year and the budget assist had increase \$150. There was not enough federal funding received to have a single audit done in 2021.

Motion by Castle, second by Campbell to stay with the same auditor and executive both letters. Motion carried.

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## **TREE CUTTING DISCUSSION**

Amy Carter had contacted the clerk regarding a dead tree in the alley by her house. Police Chief Feagan had looked at the location of the tree, taken pictures and indicated that the tree was on city right away. The two trees in front of Adler's were discussed also.

Motion by Castle, second by Wulf to get bids on cutting trees by Carter and Adler's. Motion carried.

## **POST OFFICE FLOODING**

Clerk Crumrine had been contacted concerning when the alley by the post office had been overlaid, it was causing water to pool and run in the back door of the post office. Doug Moses had partially dug a trench to move the water away from the back door. Discussion followed and Mayor Bushong and Police Chief Feagan will look at the issue to see what can be done.

## **LKM MEMBERSHIP DUES**

An invoice for the 2022 Dues in the amount of \$1,021.49 from the LKM was presented for approval.

Motion by Castle, second by Wulf to approve the payment of the LKM 2022 dues and subscriptions. Motion carried.

## **HIGHER CALLING TECHNOLOGIES/SUPPORT SERVICES**

Invoices for the IT services and support and Microsoft Office Subscriptions totaling \$9,021 were presented for approval to pay. The IT services and support were the same as last year.

Motion by Castle, second by Wulf to approve the payment of the Higher Calling Technologies invoices. Motion carried.

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

Seal

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Mayor

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City Clerk