

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

June 20, 2023

The Chetopa City Council met in regular session on Tuesday, June 20, 2023 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Justin Nading and Juanita Kepner. Geraldine Castle and Ernie Wulf were not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Sally Davis and Scherrill Grissom.

It was requested to add a non-elected personnel executive session, vacation request, museum board appointment, update on water plant generators and visitor Scherrill Grissom to the agenda.

Motion by Nading, second by Kepner to approve the Agenda with the additions. Motion carried.

Boyd noted three typos on the Minutes.

Motion by Boyd, second by Nading to approve the Minutes of the last regular meeting. Motion carried.

Motion by Seaman, second by Kepner to approve the Municipal Court Report. Motion carried.

Boyd pointed out that on the treasurers three month comparison, May 2023 did not add across. Discussion followed.

Motion by Boyd, second by Seaman to table approval of the Treasurer's Reports until errors are fixed and presented at the next council meeting. Motion carried.

Boyd questioned the descriptions on the check listing sent in the packet, compared to the Warrant Register presented at the council and requested that there be a total on the check listing sent in the packets.

Motion by Boyd, second by Seaman to approve the Warrant Register. Motion carried.

APPROPRIATION ORDINANCE # 3684 as follows

Payroll Funds	\$ 18292.62
Other Funds	<u>284145.32</u>
Total of all Funds	\$302437.94

MAYOR, COUNCIL, EMPLOYEE & VISITORS

Sally Davis is the realtor handling the old city building at 332 Maple and discussed the stain glass windows and other listings that she has in Chetopa. More research will be done and Davis will come back to the next meeting.

Scherrill Grissom was present to discuss the filling of her pool and suggested several options to help her with the payment of the water bill when it is filled. Discussion followed.

Motion by Nading, second by Kepner to allow Grissom to pay water bill over three (3) months when water is billed from filling pool. Motion carried.

Mayor Bushong discussed the RV dump station behind River Market that has no cap on it, grass dying at Elmore Park, the spraying around park equipment, the tire tracks left in the park when a tree limb was removed and the hole under the foundation near the baby pool.

Police Chief/City Supervisor Scott Feagan reported on two trees that need to be looked at and other follow up on cleaning of properties in the city, informed council of a company that wants to do a presentation on water meters and from discussion it was stated that any improvements to city owned buildings whether they are paid for by the city or organizations, need to follow the same procedure and get a certificate of liability insurance before work is done.

Boyd discussed several items in the Kansas Government Journal, had noticed a building on Maple St with a tree growing in the window and out from the roof and asked if yard waste was being picked up and was concern with the increase in the cost of dumping at the transfer station.

Kepner had been approached by residents at 214 Elm about a high water billing due to a leak and about starting a rock snake and asked if that would be okay. A suggestion was to put it at Chesnutt Park.

Clerk Crumrine reported that the auditor would be here the second meeting in July to go over the audit report and present the 2024 budget draft. Karin Trimble requested five (5) days' vacation in July and it had been approved by the supervisor.

Motion by Seaman, second by Nading to approve the vacation request. Motion carried.

Clerk Crumrine had given the council the minutes from the museum board that were recommending that Karla Seaman be appointed to the board to fill the vacancy due to Janine Albertini's resignation.

Mayor Bushong appointed Karla Seaman to the Museum Board.

Motion by Boyd, second by Kepner to confirm the appointment of Seaman. Motion carried.

Police Chief/City Supervisor Scott Feagan gave an update on the utility truck repair and that the truck is needed to do the installation of the transfer switches and generators at the water plant, reported that Russell Creek Engineering is using more power than what Ottawa Manufacturing did and ICR is working on a quote to increase the power to the building, and asked about what the council wished to do from the discussion of the two trees earlier in the meeting and was told to advertise for bids and Nading will inspect one of the trees mentioned.

OLD BUSINESS FOLLOW UP

Brief updates were given on several items on the old business. Pool wages were discussed and the following action was taken.

Motion by Boyd, second by Seaman to raise the Pool Manager wages to \$11/hour, Assistant Manager to \$10/hour and Lifeguards to \$8.25/hour retroactive to the first day worked.

Discussion followed and the motion was amended by Boyd, second by Seaman to add that Lifeguards will get a \$.25/hour increase for each additional year of hire with a cap of \$9. Motion carried.

Other discussion of old business was a report on pool disciplinary and incident form review and what steps need to be taken for repeated violations, a lengthy discussion was held on revision of the peddler license section of the code and Clerk Crumrine reminded the council that budget items need to be given to her so she could forward them to the auditor for inclusion to the 2024 budget. No action was taken from discussions at this time.

DISPOSITION OF RECORDS REQUEST

Patty Wilkinson submitted a request to dispose of Time Cards/Sheets from 01/01/1996 to 12/31/17 and leave request from 01/01/2007 to 12/31/2017.

Motion by Seaman, second by Kepner to approve the disposition of the records requested. Motion carried.

COURT ROOM CHAIRS

It was requested to purchase 16 chairs for the court room at \$24.98 per chair at a total cost of \$399.68. Discussion followed and other pricing will be checked into.

SPECIAL ASSESSMENT ORDINANCE

Ordinance No. 969 to levy unpaid mowing charges for the months of May and June to properties, was presented for adoption.

Motion by Seaman, second by Boyd to adopt Ordinance No. 969. Motion carried.

ORDINANCE NO. 969/AN ORDINANCE MAKING AND LEVYING A SPECIAL TAX UPON ALL LOTS AND PARCELS OF GROUND IN THE CITY OF CHETOPA, KANSAS LIABLE FOR THE COST AND EXPENSE OF MOWING IN SAID CITY DURING THE MONTHS OF MAY AND JUNE 2023.

EXECUTIVE SESSION REQUEST

Motion by Kepner, second by Seaman to enter into an executive session to discuss non-elected personnel with mayor, council, legal counsel, clerk and police chief/city supervisor present for a period of five (5) minutes with session ending at 10:36 p.m. Motion carried.

Entered: 10:31 p.m. Returned: 10:36 p.m.

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

Motion by Seaman, second by Kepner to adjourn. Motion carried. Meeting was adjourned at 10:36 p.m.

Seal

Mayor

City Clerk