

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

September 19, 2023

The Chetopa City Council met in regular session on Tuesday, September 19, 2023, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Assistant City Clerk Amy Wilkinson, Pauline Brecheisen, Nathan Blackledge, David Hubbell, Fire Chief Bryan Midgett, Debbie Yost, Officer Travis Rakestraw, Water Plant Supervisor Michael Tyler, Ashley Cox, and Jason Wammack.

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

It was requested to add an executive session for non-elected personnel to the agenda.

Motion by Castle, second by Wulf to approve the Agenda with the addition. Motion carried.

Motion by Seaman, second by Wulf to approve the Minutes of the last regular meeting. Motion carried.

Boyd had asked the question as to why an amount on the municipal court report didn't reflect in the treasurer's report. Clerk Crumrine informed him that the check for that report was in the warrant register tonight.

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

Boyd questioned if the \$10,000 CD was cashed in to cover the negative balance in the Park Fund. The CD required the mayor's signature and now Debbie Darnell will cash this in.

Motion by Boyd, second by Wulf to approve the Treasurer's Reports. Motion carried.

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

APPROPRIATION ORDINANCE # 3690 as follows:

Payroll Funds	\$ 47,533.97
Other Funds	\$ <u>133,351.74</u>
Total of all Funds	\$180,885.71

MAYOR, COUNCIL, EMPLOYEE & VISITORS

Debbie Yost was present to provide information about the rates for the upcoming CD renewals.

Motion by Castle, second by Wulf to move the CDs that are coming due to a 12-month rate provided by the Bank of Commerce. Motion carried.

Nathan Blackledge was recognized to discuss his water usage due to a leak and asked if the council could adjust the billing.

Motion by Wulf, second by Boyd to adjust the water portion of the utility bill to the city cost. Motion carried.

Fire Chief Midgett was present to discuss the Labette County Grant that allows the Fire Department and First Responders to purchase radios at a reduced price of \$125 each.

Motion by Wulf, second by Seaman to allow the purchase of 20 radios for the Fire Department and the First Responders for a total cost of \$2500.00 Motion carried.

David Hubbell discussed the availability of grant money for small communities. Hubbell stated that when the museum A/C project is started either a board member or curator will be present. Hubbell also inquired if one unit could be replaced at a time and suggested that the outside electric conduit issue should be addressed during the A/C project.

Mayor Bushong discussed interviews and made the following appointments:

Mayor Bushong appointed Jonathan Maple to the city helper position.

Motion by Castle, second by Wulf to confirm the appointment. Motion carried.

Mayor Bushong appointed Jason Wammack to the police officer position.

Motion by Wulf, second by Castle to confirm the appointment. Motion carried.

City Clerk Crumrine administered the Oath of Office and Police Chief Feagan administered the Oath of Affirmation.

Water Plant Supervisor Tyler discussed the chlorine burn that will be on October 2nd through October 23rd and mentioned the need to switch over to stronger chlorine. Tyler will be flushing the lines on October 11th & October 18th. Tyler gave an estimate from B&B Electric Motor Company to repair and replace the back wash bearing assembly. Tyler requested to purchase a new high-service pump. There is a 12-16 week wait.

Motion by Wulf, second by Seaman to make the new high-service pump purchase. Motion carried.

Tyler reported he had an issue with the turbidity meter not connecting to the computer software, which required a service call to fix the problem. Tyler requested to purchase a PLC to have for a backup.

Motion by Castle, second by Wulf to make the PLC purchase of \$783.00. Motion carried.

Utility Bookkeeper/City Treasurer Darnell reported that we have a customer asking what the cost would be to have a yard light installed on her property. It was discussed to charge 10% over the cost of the light plus a \$180.00 service charge. Darnell also informed the council of a customer needing a new meter pole because her current pole is damaged. The customer wanted to know if she could purchase the pole from the city and what the installation cost would be. It was discussed that the work could be done at the request of the property owner only. The cost of the pole is \$300.00 plus a \$180.00 service charge. The owner of the property will be contacted. Darnell told the council she was approached by a gentleman coming from out of town in October who wanted to leave his RV parked in Elmore Park but requested not to be charged since he

would not be using electricity. The Council's decision was to deny this request since he would be taking up a camping spot then he would still be required to pay for that spot.

Mayor Bushong requested extra flags being ordered to have on hand so we do not have to wait until one flag is being replaced. Bushong also questioned the junk vehicle on the property behind the laundromat.

Boyd mentioned the city sign light was out. Boyd also discussed the grant funding available for Infrastructure Improvement. Clerk Crumrine discussed needing a concept paper before this grant can be applied for and Colton with ICR will be contacted to help with this.

Boyd reported three trees at 813 Walnut that needed to be removed.

Motion by Wulf, second by Boyd to take bids to remove the three trees on Walnut Street. Motion carried.

It was discussed that there were a significant amount of tree brush piled around town and this does not look good and needs to be taken care of.

Seaman wanted to say thank you to the city workers for cleaning up by the school.

Mayor Bushong discussed employees attending Danny Castle's funeral on September 12th and asked if leave needed to be used for those who attended or not.

Motion by Boyd, second by Wulf to pay the staff while attending the funeral of Danny Castle. Motion carried.

Clerk Crumrine read a thank you to the council from the school yearbook staff for the city's support.

Ordinance No. 975 levying special assessments for unpaid mowing charges for May-August was presented for adoption.

Motion by Seaman, second by Wulf to adopt Ordinance No. 975. Motion carried.

ORDINANCE NO. 975/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, JUNE, JULY, AND AUGUST 2023.

Police Chief/City Supervisor Feagan stated he would like the starting police wage to be \$18.00/ hr. Then 50 cents per hour once the police officer is certified. Another 50 cents per hour at their 1-year anniversary. There would be an additional 75 cents paid for shift differential hours worked.

Motion by Castle, second by Wulf to approve Jason Wammack's pay wage schedule. Motion carried.

Feagan also stated that he thought the police contract of 2 years was too long if the officer did not have to go to the academy. ~~No action was taken on this subject.~~ **This discussion will be revisited after Wammack goes for the challenge test.**

Police Chief/City Supervisor Feagan discussed his 17-year employee anniversary and asked if his 41.5 vacation hours could be extended as he will be unable to take vacation due to an officer being at the academy.

Motion by Wulf, second by Boyd to extend the time to use his vacation hours. Motion carried.

OLD BUSINESS FOLLOWUP

There was no update given on the Ford Tractor. A new swimming pool liner quote was discussed. After meeting with the Four States Construction/Swimming Pool Co. it was decided that the swimming pool was not worth the amount of money that it would take to fix all the issues. Splash pad options were discussed. Bids for the street overlay project and the replacement of the museum A/C/Heating were opened and read. It was requested that Clerk Crumrine make a spreadsheet for the street overlay bids and the A/C/Heating quotes to be able to compare the quotes. One sealed bid for the police truck was received and an email offer was received after the cut off. The council rejected that email bid due to it being after the cut off time. The sealed bid received was for \$7000.

Motion by Wulf, second by Seaman to reject the truck bid. Motion carried.

Assistant City Clerk Wilkinson asked the council's permission for the Chetopa City Library to apply for a SEKLS Facility Improvement Grant. This grant would replace three library windows and install a new back door and frame. The city would need to match 25% of this awarded grant amount.

Motion by Castle, second by Wulf to proceed with the grant application with a \$975.00 match amount. Motion carried.

Wilkinson also reported that there are 2 different termite bid inspections set up for the Chetopa City Library.

LIBRARY BOARD RESIGNATION

A letter of resignation was read from Tiffany Harris from the library board.

Motion by Boyd, second by Wulf to accept the resignation. Motion carried.

EXECUTIVE SESSION

Motion by Wulf, second by Castle to enter into executive session to discuss pending litigation with mayor, council, clerk, legal counsel, police chief/city supervisor, and assistant city clerk present for a period of ten (10) minutes with the session ending at 9:29 p.m. Motion carried.

Entered: 9:19 p.m.

Returned: 9:29 p.m.

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

Motion by Wulf, second by Seaman to enter into executive session to discuss non-elected personnel with mayor, council, clerk, police chief/city supervisor, and assistant city clerk present for a period of ten (10) minutes with the session ending at 9:40 p.m. Motion carried.

Entered: 9:30 p.m.

Returned: 9:40 p.m.

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

Motion by Castle, second by Wulf to increase the wage for Jonathan Maples to \$18.00 per hour based on electrical experience. Motion carried.

Motion by Wulf, second by Castle to enter into executive session to discuss non-elected personnel with mayor, council, clerk, police chief/city supervisor, and assistant city clerk present for a period of five (5) minutes with the session ending at 9:47 p.m. Motion carried.

Entered: 9:42 p.m.

Returned: 9:47 p.m.

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

Motion by Seaman, second by Wulf to set Friday, September 22nd the last day for the seasonal mowing position. Motion carried.

Motion by Seaman to adjourn. Motion died for a lack of second.

Motion by Boyd, second by Wulf to enter into executive session to discuss non-elected personnel with mayor, council, clerk, police chief/city supervisor, and assistant city clerk present for a period of two (2) minutes with the session ending at 9:51 p.m. Motion carried.

Entered: 9:49 p.m.

Returned: 9:51 p.m.

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

Motion by Boyd, second by Wulf to allow Bushong, Boyd, and Seaman to conduct Utility Bookkeeper/City Treasurer Interviews on Tuesday, September 26th. Motion carried.

Motion by Seaman, second by Castle to adjourn. Motion carried. Meeting was adjourned at 9:58 p.m.

Seal

Mayor

City Clerk