

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

January 2, 2024

The Chetopa City Council met in regular session on Tuesday, January 2, 2024, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Assistant City Clerk Amy Wilkinson, Utility Bookkeeper/City Treasurer Debbie Darnell, Water Plant Supervisor Mike Tyler, Court Clerk Patty Wilkinson, Krystal Adams, Travis Rakestraw, Lee Bushong, Ryan and Jena Darnell, Patty and Rick Darnell, Karen Burton, Bill Moses, Mike Carson, Derick Spencer, David Hubbell, Pauline Brecheisen and Denton Gilleland.

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

It was requested to include visitor David Hubbell while removing the pool/splash pad discussion from the agenda. It was also requested to add the trash truck and 1st responder/fireman pay to the new business.

Motion by Wulf, second by Seaman to approve the agenda with these additions and deletions. Motion carried.

Mayor Bushong asked about the resident residing in the travel trailer located at 7th and Plum. Police Chief Feagan talked with the property owner who stated no one was living in the trailer and is going to send a letter to clean the mess up. Regarding the 220 Elm address, Chief Feagan was never able to make contact with that individual.

Motion by Castle, second by Wulf to approve the minutes of the last regular meeting. Motion carried.

Motion by Boyd, second by Wulf to approve the treasurer report. Motion carried.

Boyd questioned the year 5 of the water tower maintenance and asked if it was a 10-year contract. Clerk Crumrine verified this information was correct.

Motion by Castle, second by Kepner to approve the warrant register. Motion carried.

APPROPRIATION ORDINANCE #3697 as follows:

Payroll Funds	\$ 39629.21
Other Funds	<u>\$ 80003.70</u>
Total of all Funds	\$119,632.91

COUNCIL, EMPLOYEE & VISITORS

Derick Spencer and Mike Carson were present with MD Disc Golf seeking the council's approval to host their disc golf tournament in the East River Park on February 24, 2024. They plan to reach out to local food truck vendors for the event. They also requested the council's sponsorship for the tournament.

Motion by Kepner, second by Nading to approve the \$200 sponsorship for the disc golf tournament. Motion carried.

David Hubbell attended the meeting to express gratitude for the installation of the new heating and air conditioning unit in the museum. Additionally, he inquired about the possibility of the city replacing the existing lights in the museum with LED lighting and adding a row of lights to the north side.

Motion by Wulf, second by Nading to purchase and install new LED lights for the museum. Motion carried.

Denton Gilleland attended the meeting to request an adjustment on his tenant's utility billing at 425 Mulberry Street, currently under his name. City Supervisor Feagan stated that he sent the guys to inspect the water meter, and no issues were identified. Subsequent deliberation took place.

Motion by Wulf, second by Boyd to refrain from adjusting the water bill for 425 Mulberry Street as it did not meet the adjustment criteria. Motion carried.

Water Plant Supervisor Tyler reported the clarifier mixer motor is scheduled for delivery this Friday. Tyler sought approval to purchase the High Service Pump for \$31,549.00 and the Chlorine Analyzer costing \$8500.00.

Motion by Boyd, second by Wulf to approve these purchases for the water plant. Motion carried.

Utility Bookkeeper/City Treasurer Darnell notified the council that during the last KMEA Meeting, they informed the city they are fighting the fact that the solar companies wanted legislators to adopt net metering instead of the parallel generation which is currently provided to our solar customers. Solar companies are also asking to change the cost of parallel generation to enhance their profitability, necessitating ongoing monitoring of this issue.

Assistant City Clerk Wilkinson let the council know that she is presently working on a grant from the Parsons Area Community Foundation to help with the funding of Tasers for the police department. Additionally, Wilkinson shared that she had submitted the Kansas Water Office Sewer Grant Application last week.

Boyd pointed out that the city office was closed on Friday afternoon for Christmas Eve since the Christmas Eve Holiday fell on a weekend but was not in the handbook under Holidays Section B. This correction will be added to the policy manual.

Mayor Bushong highlighted a provision in the league handbook indicating that elected officials are prohibited from holding concurrent paid city positions.

Police Chief/ City Supervisor Feagan informed the council that the sweeper cylinder on the trash truck malfunctioned, and the replacement cost was \$1340.00. The issue was addressed and resolved on Friday, during which time we had to borrow a trash truck from Oswego for two days.

OLD BUSINESS FOLLOWUP

Clerk Crumrine asked if anyone had worked on the Brush Dump Policy. It was stated that no one has worked on this.

There was a condemnation discussion over the three properties in town.

Motion by Boyd, second by Kepner to proceed on the condemnations process for the three properties. Motion carried.

Crumrine updated the council regarding the waste tire grant application, proposing the purchase of two 8ft wheelchair-accessible tables, each priced at \$1134.00. Additionally, there is a proposal for rubber mulch to cover the area beneath the playground equipment in both parks, with a total cost of \$11,094.00.

Motion by Wulf, second by Boyd to approve applying for the 50% match for the waste tire grant applications. Motion carried.

GOVERNING BODY/OATH OF OFFICE

Clerk Crumrine swore in the new governing body members: Mayor- Ryan Darnell and Council Member Linda Seaman and they took their seats with Darnell taking the seat vacated by the outgoing mayor Tammy Bushong. Oath of Office forms were signed by all members newly sworn in. Maria Billingsly and Brenda Dominguez were not present to be sworn in but will take their place in the seats of Geraldine Castle and Juanita Kepner.

NEW BUSINESS

There was discussion about the 2024 full-time employee pay raises.

Motion by Nading, second by Wulf to approve the 3.5% pay raises. Motion carried.

The City office requested to purchase three computers.

Motion by Wulf, second by Nading to approve three computer purchase replacements.

Motion carried.

The City Complex Air Conditioner/ Heating Units need to be replaced. One for the police station and two for the complex.

Motion by Wulf, second by Seaman to go out for bids for the new AC/Heat units.

Motion carried.

MEMBERSHIP/COMPUTER ANNUAL SERVICE INVOICES

Higher Calling Technologies/Sonic Wall Replacement/IT Services & Microsoft Office Subscription Invoice in the amount of \$10968.00 was presented for payment.

Motion by Boyd, second by Wulf to pay the Higher Calling Invoice. Motion carried.

Ionware- Annual Maintenance Agreement on Handheld Readers Invoice was presented for payment in the amount of \$900.00

Motion by Seaman, second by Wulf to pay the Ionware Invoice. Motion carried.

The League of Kansas Municipalities member dues and subscription 2024 invoice in the amount of \$1047.92 was presented to be paid.

Motion by Seaman, second by Wulf to pay the League of Kansas Municipalities Dues. Motion carried.

Clerk Crumrine informed the council of the upcoming webinar put on by The League for New City Officials on January 9 from 11:30 am-1:30 pm. This will be recorded for any members who cannot attend the webinar.

Clerk Crumrine asked the council if they were interested in updating the city code revision contract.

Motion by Wulf, second by Nading to have the clerk contact the company that does city code revision. Motion carried.

The Solid Waste Committee Members will need to be discussed to see who will fill the vacant positions. The council will need to decide what three representatives are going to sign up to represent Chetopa.

Appointment of KMEA Director and EMP3 Representatives: In the upcoming selection process, three individuals will need to be chosen to represent both KMEA and EMP3. Presently, Debbie Darnell holds the position of Director 2, while Boyd serves as Director 1, with Toni as the alternate for KMEA. There is a monthly EMP3 presentation call once a month.

Boyd made a motion, second by Wulf to appoint Krystal Adams to serve as Director 2 for KMEA and a representative for EMP3, as she will be assuming Debbie Darnell's position as City Treasurer/Utility Billing Clerk when Darnell retires. Motion carried.

Police Chief/City Supervisor Feagan mentioned that the opposite side of the trash truck requires cylinder repairs, and the seal kits must undergo rebuilding. We have been authorized to borrow Oswego's Trash Truck.

Motion by Wulf, second by Nading to approve the rebuild for the trash truck. Motion carried.

Feagan briefed the council, emphasizing the need to plan for the future, as the trash truck will require replacement soon. The proposal involves using the old trash truck as a trade-in.

FIRST RESPONDER RUN PAY

A pay request in the amount of \$560.00 for the fourth quarter First Responder runs was presented for approval.

Motion by Boyd, second by Wulf to approve the First Responder pay request. Motion carried.

FIRE DEPARTMENT RUN PAY

A pay request in the amount of \$528.00 for the fourth quarter Fire Department runs was presented for approval.

Motion by Boyd, second by Wulf to approve the Fire Department pay request. Motion carried.

A discussion took place regarding the library building.

A conversation took place regarding the Electrical Storage Building roof. Feagan mentioned a specific area where the roof is leaking. The Clerk was tasked with obtaining up-to-date bids for the roof.

EXECUTIVE SESSION

Motion by Wulf, second by Nading to enter into executive session to discuss non-elected personnel with the mayor, council, city clerk, police chief, attorney, and assistant city clerk for a period of fifteen (15) minutes with session ending at 8:52 p.m. Motion carried.

Entered: 8:37 p.m. Returned: 8:52 p.m.

Mayor Darnell called the meeting back to order and asked if any action was to be taken.

Motion by Boyd, second by Wulf to re-enter into executive session to discuss non-elected personnel with the mayor, council, city clerk, police chief, attorney, and assistant city clerk for a period of fifteen (15) minutes with the session ending at 9:07 p.m. Motion carried.

Entered: 8:52 p.m. Returned: 9:07 p.m.

Mayor Darnell called the meeting back to order and asked if any action was to be taken.

Motion by Nading, second by Wulf to accept Jonathan Maples resignation and move him to work PRN on call. Motion carried.

Police Chief Feagan asked permission to post the public works position on the Indeed website.

Motion by Wulf, second by Seaman to advertise for the public works position. Motion carried.

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

Meeting adjourned at 9:10 p.m.

Seal

Mayor

City Clerk