

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

March 05, 2024

The Chetopa City Council met in regular session on Tuesday, March 05, 2024, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ryan Darnell.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Justin Nading, Brenda Dominguez and Ernie Wulf. Maria Billingsly was not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson, Assistant City Clerk Amy Wilkinson, Utility Bookkeeper/City Treasurer Krystal Adams, Water Plant Supervisor Michael Tyler, Bonnie Mazingo, Joie, Tim, and Charles Smith, Lisa Oliva, Amy Cassell, Tammy Bushong, Kim Riddle, Ben Coltrane, Pauline Brecheisen, Amber Stephens, Assistant City Supervisor Myles Adams @ 7:08 p.m. and Court Clerk Patty Wilkinson @7:10 p.m.

Mayor Darnell 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 add the front counter window to the Agenda and delete Kenny Underwood and The Brush Dump Policy from the Agenda.

Motion by Nading, second by Wulf to approve the additions and deletions to the Agenda. Motion carried.

Boyd pointed out minor errors in the February 20, 2024, unapproved minutes.

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

Motion by Boyd second by Dominguez to approve the treasurer's report. Motion carried.

Clerk Crumrine noted the budgeted \$50,000 water transfer was not in the final total, she will get this check added to the next warrant register.

Boyd asked about the increased invoice amount for the roll-off dumpster. Crumrine explained the added charges.

Motion by Wulf, second by Seaman to approve the warrant register. Motion carried.

**APPROPRIATION ORDINANCE #3701** as follows:

Payroll Funds	\$ 37,887.41
Other Funds	<u>\$ 95,258.72</u>
Total of all Funds	\$133,146.13

## **CONDEMNATION HEARINGS**

**Mayor Darnell opened the hearings.**

**Tim, Joie, and Charles Smith, owners of the property at 201 N. 11<sup>th</sup> Street** notified the council of their plan to renovate the buildings.

Motion by Nading, second by Wulf to allow a 60-day extension for the 201 N. 11<sup>th</sup> property to be repaired and cleaned up. Motion carried.

**414 Maple Street-** It was stated the owner has not signed for the certified letter and the property is listed for the tax sale. The condemnation will go into effect on May 7<sup>th</sup>.

Motion by Wulf, second by Nading to proceed with the condemnation process for 414 Maple Street with the dates noted in discussion. Motion carried.

**111 Maple Street-** Lisa Oliva was present and expressed interest in this property. Oliva stated she had been in contact with Labette County and the tax sale for this property would be scheduled soon as she is interested in purchasing it.

Motion by Wulf, second by Nading to postpone the condemnation on 111 Maple Street due to the impending tax sale and Oliva's plans to purchase and clean up the property. Motion carried. Boyd voted no.

## **CONDEMNATION HEARING WAS CLOSED**

### **MAYOR, COUNCIL, EMPLOYEE & VISITORS**

**Tammy Bushong** inquired about the issue with the cameras at Elmore Park. Mayor Darnell stated that the cameras at the time of the incident were offline, and measures will now be taken to check the status daily.

Bushong asked about the work on the culvert at 4<sup>th</sup> and Cherry Street and inquired about the trash at 115 S. 3<sup>rd</sup> Street. Police Chief/City Supervisor Feagan stated the culvert work should be finished soon. The resident responsible for the trash on 3<sup>rd</sup> Street has been contacted over this incident and a hand-delivered letter was written to appear at court as this address does not receive sanitation service, but if directed by the council, trash will be picked up.

Motion by Boyd, second by Wulf to have the city employees clean up the trash. Motion carried.

**Amy Cassell** was present to discuss an old utility bill that she had put in her name for a previous tenant. The Council had requested that current city residents with unpaid utility bills be sent a letter to collect any outstanding balances. Due to prior miscommunication, Cassell understood that the renter was to be sent for State Set-Off, however, there was no contact information in the city files on the renter to send for collections. After discussion, Cassell was informed that she was responsible for the unpaid balance that remained in her name.

**Kim Riddle** presented the city insurance renewal. There was discussion regarding the increase in insurance costs and potential savings for certain properties.

Motion by Seaman, second by Wulf to accept the insurance renewal proposal as presented. Motion carried.

Clerk Crumrine will meet with Riddle to obtain a quote reflecting the proposed changes.

**Ben Coltrane with Midwest Engineering Group, LLC** briefed the council on information regarding a Preliminary Engineering Report (PER), for the water treatment plant that would be valid for 2-5 years. Funding for this PER was discussed. Coltrane stated this report would need to be completed a minimum of 3 years before the project starts. Clerk Crumrine suggested doing a rate analysis on the water fund.

**Water Plant Supervisor Tyler** reported that the spare clarifier mixer motor had been delivered. The water plant truck went to Moore's Auto to replace an O2 sensor as well as a new set of tires. Tyler requested approval to have a wheel alignment done now that the tires have been replaced.

Motion by Wulf, second by Boyd to allow the water plant alignment. Motion carried.

**Nading** informed the council that the fire department tanker truck needed tires.

Motion by Wulf, second by Boyd to approve the purchase of 4 new tires for \$1,960.00 Diamond J tire service. Motion carried.

**Seaman** inquired about the picnic tables at the old library building being moved to Belmore Apartments since they are not being used by the library. Clerk Crumrine stated that the library owned the tables so the Library Board would have to be contacted.

**Boyd** held an additional discussion about the future of the water plant. Boyd also showed inside pictures of the library that is temporarily in the bank community room. The bank has made many improvements. The council expressed their appreciation to the bank for helping the City Library out.

**Clerk Crumrine** reminded the council that Debbie Yost stated at this time they would not be charging the city for the use of this temporary space unless there is a significant change in the cost of the utilities.

**Mayor Darnell** recognized Amber Stephens as a visitor. Stephens asked the council for an adjustment to her water bill due to a leak.

Motion by Wulf, second by Nading to adjust Stephen's water bill to city cost due to a water leak. Motion carried.

**Clerk Crumrine** presented another front counter sealed bid from S&D Mini Contractors for \$3475.00. Nading Built turned in a quote for \$950.00.

Motion by Wulf, second by Boyd to accept the lower bid for the front counter enclosure by Nading Built. Motion carried. Nading abstained.

Clerk Crumrine stated the city audit is set for March 13<sup>th</sup>. Crumrine informed the council that she had received notice that we could go out for the sewer bids at this time. Crumrine and Wilkinson will meet on March 6<sup>th</sup> with Susan from the Southeast Kansas Regional Planning Commission to go over the CDBG/KDHE paperwork.

**Police Chief/City Supervisor Feagan** asked the Council permission for Sergeant Rakestraw to be allowed to be paid for a total of 15 unused vacation days and plus an additional 6 hours.

Motion by Seaman, second by Wulf to pay Rakestraw his unused vacation time. Motion carried.

Feagan presented two new lawnmower proposals, incorporating trade-ins.

Motion by Nading, second by Dominguez to purchase 2 new mowers from Prairieland Partners for a total cost of \$15,300.00. Motion carried.

**Feagan** reported that the estimate for the electrical reclosure that is being repaired in Solomon amounts to \$5,149.44. KMEA had a posting for a used reclosure offer from a city, and Feagan has requested pictures to see if this would be compatible.

Feagan presented Morris Lee Bushong's resignation effective March 08, 2024. However, it was noted that Bushong requested vacation days for March 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. Motion by Wulf, second by Dominguez to accept Bushong's resignation. Motion carried.

Feagan requested permission to advertise for the public works position and seasonal mowing position. Feagan stated Carly Eichler would be interested in mowing on her days off at the seasonal mowing position hourly rate.

Motion by Nading, second by Wulf for the public work position starting wage at \$15.00 per hour and the seasonal mowing position starting at \$12.00 per hour. Motion carried.

### **OLD BUSINESS**

**Clerk Crumrine** is checking the stipulations with the KDHE permit for the brush dump before she creates the Brush Dump Policy Ordinance.

Three sealed bids were received for the heating and air conditioning unit replacement for the police station and the council room. Discussion was held.

Motion by Wulf, second by Boyd to table this until the next meeting. Motion carried.

### **NEW BUSINESS**

Clerk Crumrine presented the KMEA BOD Certificate Renewal for signature. Crumrine recommended Assistant City Clerk Wilkinson replace her for the permanent alternate position and Utility Billing Clerk/ City Treasurer Adams as the Director 2 for a 2-year term.

Motion by Wulf, second by Boyd to approve Wilkinson as the permanent alternate position, and Adams for the Director 2 position for the KMEA BOD Certificate. Motion carried.

Police Chief/City Supervisor Feagan requested permission from the council for the Kansas Highway Patrol Training to be held at the city complex on Tuesday, March 19<sup>th</sup>. This course is a field sobriety refresher course for area police officers.

### **CONDEMNATION HEARING RESOLUTION 2024-2**

Clerk Crumrine presented the condemnation hearing resolution for 105 Maple Street, setting the hearing for May 7<sup>th</sup>, 2024.

Motion by Wulf, second by Seaman to accept Resolution 2024-2. Motion carried.

### **BUILDING PERMIT**

Betsy Koontz to attach a 13'x22' carport to her existing garage at 921 Mulberry Street. Building Inspector Nading recommended the approval of the permit.

Motion by Wulf, second by Seaman to approve the building permit for Koontz. Motion carried. Nading abstained.

Clerk Crumrine presented a resignation effective March 31, 2024, for wastewater operator Joey Midgett.

Motion by Nading, second by Dominguez to accept Midgett's resignation. Motion carried.

An application will be sent in to designate Assistant City Supervisor Adams as the KDHE Operator in Training (OTI), to be the Wastewater Operator for the city.

Motion by Dominguez, second by Wulf to approve Adams to apply for the KDHE wastewater application with Mayor Darnell's signature. Motion carried.

#### **MUSEUM BOARD APPOINTMENT DISCUSSION**

Clerk Crumrine had discussed the Museum Board Appointment with David Hubbell and recommended that all board members be appointed on the same date to prevent missing any reappointments that expire every two years.

Mayor Darnell appointed the following museum board members: David Hubbell, Barbara Evans, Betsy Koontz, Barb Harris, Janet Carter Blackledge, Bob Boyd Sr., and Karla Seaman.

Motion by Dominguez, second by Nading to confirm the museum board appointments. Motion carried.

#### **PENDING ITEM UPDATE**

**Wulf** proposed the road grader should be added to the city surplus sale list.

**Assistant City Clerk Wilkinson** presented a proposal video to the governing body for a pool/splash pad/recreation area created by Home Pro.

Motion by Wulf, second by Dominguez to ask a representative from Home Pro to brief the council on their ideas in person. Motion carried.

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

Meeting adjourned at 9:46 p.m.

Seal

---

Mayor

---

City Clerk