

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

March 19, 2024

The Chetopa City Council met in regular session on Tuesday, March 19, 2024, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ryan Darnell.

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

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Sergeant Travis Rakestraw, Attorney Shane Adamson, Assistant City Clerk Amy Wilkinson, Utility Bookkeeper/City Treasurer Krystal Adams, John Tullis and Keenan Hergert with Home Pro, Bonnie Mozingo, Pauline Brecheisen, Carol Luman, and Court Clerk Patty Wilkinson @7:28 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 Nancy Whetstone's building permit, the city library MOA, and visitor Carol Luman to the Agenda.

Motion by Wulf, second by Dominguez to approve the agenda with the additions. Motion carried.

Motion by Dominguez, second by Wulf to approve the minutes of the last regular meeting and the minutes of the special meeting. Motion carried.

Motion by Wulf, second by Nading to approve the court report. Motion carried.

Boyd noted the water budget transfer. The need for a rate study was discussed, and Clerk Crumrine will check into the options and pricing.

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

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

APPROPRIATION ORDINANCE #3702 as follows:

Payroll Funds	\$ 36,588.27
Other Funds	<u>\$ 289,296.77</u>
Total of all Funds	\$ 325,885.04

MAYOR, COUNCIL, EMPLOYEE & VISITORS

John Tullis with Home Pro explored fiberglass pool and park possibilities for Chetopa. Motion by Wulf, second by Boyd to allow Home Pro to compile estimates and financing options. Motion carried.

BUILDING PERMIT

Nancy Whetstone to move in a 14x40 cabin at 119 N. 2nd Street, in the City of Chetopa. Building Inspector Nading recommended the approval of the permit.

Motion by Wulf, second by Dominguez to approve the building permit for Whetstone. Motion carried. Nading abstained.

Bonnie Mozingo, city library board member discussed the Library Memorandum Agreement (MOA) between the Bank of Commerce, the City of Chetopa, and the Chetopa City Library that outlined the stipulations for using the bank community room as the temporary library location. Discussion followed.

Motion by Wulf, second by Dominguez to have Mayor Darnell sign the agreement on behalf of the city. Motion carried.

Bonnie informed the council that the picnic tables had to stay at the library and could not be borrowed by Belmore Apartments. Boyd added regarding the library insurance question, in his opinion, that the city library could not add their contents to the city's insurance.

Carol Luman was present to discuss damage to his vehicle and property due to flooding after the alley overlay. Wulf agreed to check into the situation.

Utility Bookkeeper/City Treasurer Adams gave an update on the past utility billing that has been collected since letters had been sent.

Motion by Wulf, second by Nading to add any unpaid past due utility billing balances to the customer's current account. Motion carried.

Assistant City Clerk Wilkinson updated the council on the meeting with Sunscape Pool and Backyard, who is working on another pool quote to present to the council.

Boyd requested a junk vehicle list.

Mayor Darnell discussed the Energy Efficiency and Conservation Block Grant. This grant requires no match and would allow the replacement of any inefficient streetlights with LED lighting. Mayor Darnell will work on the grant with Police Chief/City Supervisor Feagan.

Mayor Darnell presented Chief Feagan's memo regarding the K9 agreement letter between the City of Chetopa and the Labette County Sheriff's Office. Discussion followed outlining the proposed agreement with the recommendation of adding a camera on the kennel site where the Labette County K9 would be housed, while the sheriff's department would be responsible for its care.

Motion by Wulf, second by Nading to approve the K9 agreement between the City of Chetopa and the Labette County Sheriff's Office. Motion carried.

Motion by Wulf, second by Dominguez to approve Chief of Police/City Supervisor Feagan to purchase bicycles for the easter egg hunt. Motion carried.

The 4th of July Fireworks were discussed. It was noted they had not increased in price.

On the 1st quarter city debt report Boyd inquired if the KDHE loan was on the sewer project. Crumrine reported that it was.

OLD BUSINESS

Brush Dump Policy Ordinance #978 and the disposal form were reviewed.

Motion by Wulf, second by Nading to accept the Brush Dump Policy Ordinance #978 and the form as presented. Motion carried.

ORDINANCE NO 978/AN ORDINANCE ESTABLISHING WRITTEN POLICY AND USE GUIDELINES FOR INDIVIDUALS OR CONTRACTORS TO UTILITIZE THE CITY BRUSH DUMP TO BE DESIGNATED AS ARTICLE 6. BRUSH DUMP POLICY AND USE GUIDELINES IN THE CITY CODE OF THE CITY OF CHETOPA.

The police station and council/courtroom at the city complex air conditioner/heating unit replacement bids were reviewed.

Motion by Dominguez, second by Wulf to accept the lower bid including the 3-year labor warranty option package on each unit with Teal Brothers Heat & Air. Motion carried.

Resolution 2024-3, condemnation report of finding on property located at 414 Maple was presented for approval.

Motion by Boyd, second by Wulf to approve the Condemnation Resolution report of finding for 414 Maple Street. Motion carried.

NEW BUSINESS

An updated utility service contract was presented for review and discussion.

Motion by Wulf, second by Boyd to approve the new utility service contract as presented and will be sent to all current customers to update their information. Motion carried.

New city office hours were proposed- Monday through Thursday 7:30 a.m. to 5:00 p.m. Friday 8:00 a.m. to Noon.

Motion by Nading, second by Wulf to do a three-month trial for the new office hours beginning Monday, March 25th. Motion carried.

Assistant City Clerk Wilkinson presented a Chetopa Police Department Body Armor Mandatory Wear Policy, that is required to be able to apply for a 50% refund for the vests through the Patrick Leahy Bulletproof Vest Program. A quote from First Responder Outfitters for two bulletproof vests was presented for approval to be ordered after April 1, 2024.

Motion by Dominguez, second by Wulf to approve the police department Body Armor Mandatory Wear Policy and approve the purchase of the two bulletproof vests to be ordered after April 1st. Motion carried.

A vacation request for a total of six days in April for Water Plant Operator Paul Trinkle was presented.

Motion by Wulf, second by Nading to approve the vacation time for Trinkle. Motion carried.

Assistant City Clerk Wilkinson inquired about the time frame for the new front window enclosure installation. Nading discussed his time frame to get the project done.

Business utility deposit rates were discussed.

Motion by Boyd, second by Wulf to table the business utility deposit rate discussion until the next meeting. Motion carried.

Motion by Wulf, second by Nading to adjourn the meeting. Motion carried.
Meeting adjourned at 8:40 p.m.

Seal

Mayor

City Clerk