

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

May 21, 2024

The Chetopa City Council met in regular session on Tuesday, May 21, 2024, at 7:00 p.m., at City Hall.

PRESIDING: Mayor Ryan Darnell.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Justin Nading, Brenda Dominguez, Ernie Wulf and Maria Billingsly

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, Court Clerk Patty Wilkinson, Water Plant Supervisor Michael Tyler, Ann McKinzie, Bonnie Mozingo, Tim and Joie Smith, Wes Weishaar with BG Consultants, and Carrie Spoon with the Southeast Kansas Regional Planning Commission.

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

It was requested to add Ann McKinzie and Tim and Joie Smith, as visitors.

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

Motion carried.

There was a request to correct Boyd's statement in the minutes from May 7<sup>th</sup>, changing the reference from 8<sup>th</sup> & Hardin Street to 4<sup>th</sup> and Elm Street.

Motion by Nading, second by Billingsly to approve the minutes of the last regular meeting with corrections. Motion carried.

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

Boyd asked a question regarding the treasurer report.

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

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

**APPROPRIATION ORDINANCE # 3706** as follows:

Payroll Funds	\$ 36,697.93
Other Funds	\$ <u>145,416.45</u>
Total of all Funds	\$ 182,114.38

**MAYOR, COUNCIL, EMPLOYEE & VISITORS**

**Ann McKinzie** brought up concerns regarding issues with her front ditch. Chief of Police/City Supervisor Feagan will check into this issue. Additionally, deliberations were conducted regarding McKinzie's alley situation.

**Tim and Joie Smith** attended the meeting to address their property located at 201 N.11<sup>th</sup> Street.

Motion by Nading, second by Dominguez to allow an additional 60-day extension for the property cleanup, with a follow-up scheduled for the July 16<sup>th</sup> council meeting. Motion carried.

**Wes Weishaar with BG Consultants** was present to discuss the Sewer System Improvement Project. Wes recommended the city consider awarding the base bid and alternates 1-5 and authorizing construction to Bennett, Inc., contingent upon funding agency concurrence.

Motion by Nading, second by Wulf to approve Mayor Darnell's signature awarding the bid to Bennett Inc. contingent on funding agency concurrence. Motion carried.

**Bonnie Mozingo** inquired if the city would donate \$200.00 to the Chetopa City Library for their summer reading program.

Motion by Nading, second by Dominguez to donate \$200.00 to the Chetopa City Library summer reading program. Motion carried.

A discussion took place concerning the library. Mozingo will address at the upcoming library board meeting, the potential contribution the library is prepared to make towards a new building.

**Water Plant Supervisor Tyler** stated that Maguire Iron has contacted him regarding scheduling the painting of the water tower. Tyler noted that a pressure relief valve needs to be replaced, with the cost being \$2,500.00.

Motion by Boyd, second by Wulf to approve the purchase of the pressure relief valve. Motion carried.

Tyler mentioned that he has a regular valve that will require excavation.

Motion by Wulf, second by Billingsly to approve hiring Lawellin Backhoe to expose the shut-off valve. Motion carried.

Tyler reported the generator failed to activate, and the transfer switch problem will require inspection by ICR. Upon finding no maintenance contract for the generators, Clerk Crumrine has initiated contact for quotes regarding this service.

**Boyd** questioned the past-due utility billing balance. City Treasurer/Utility Bookkeeper K. Adams clarified that these were new agreements, and that repayment would start the next billing period.

**Assistant City Clerk Wilkinson** updated the council, stating that she had been in contact with Sunscape Pools and mentioned it would be another month before they could provide the swimming pool quote. Additionally, she communicated with John, the owner of Home Pro, who inquired about our budget for a new fiberglass pool insert. Wilkinson requested the council to review the Personnel Policy Manual for necessary updates. Court Clerk P. Wilkinson suggested organizing a work session for the policy manual revisions.

**Mayor Darnell** suggested meeting for a work session on Tuesday, May 28<sup>th</sup> @ 5:00 to go over personnel policy manual revisions.

**Dominguez** inquired about the possibility of emptying the city swimming pool for the 4<sup>th</sup> of July due to mosquito concerns. Feagan stated the city crew would use the trash pump to remove the majority of the water.

**Boyd** expressed gratitude to the city workers for pressure-washing the cemetery sign. The conversation also touched upon the city's work order procedures and addressed a fallen tree on 6<sup>th</sup> Street.

**Clerk Crumrine** gave an update on the G-Works front desk software.

**Chief of Police/City Supervisor Feagan** reported that Officer Wammack has passed his police challenge exam and is eligible for his 50-cent raise.

Motion by Seaman, second by Wulf to give Wammack a \$1.00 hourly pay raise effective May 16<sup>th</sup>. Motion carried.

The seasonal mowing applications were discussed.

Mayor Darnell appointed Jaunc Bradshaw for the seasonal mowing position.

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

Feagan inquired if the off-duty police officers could still mow.

Motion by Dominguez, second by Billingsly to allow the police officers to mow on their off-duty days until they are caught up. Motion carried.

The 4<sup>th</sup> of July festivities were discussed. Feagan requested to obtain a price on a cover to wrap around the swimming pool fencing. Additionally, Feagan requested to take vacation.

Motion by Billingsly, second by Dominguez to approve Feagan's vacation days. Motion carried.

Feagan stated that electrical supplies would need to be ordered.

Motion by Wulf, second by Nading to order up to \$10,000.00 in electrical supplies from Border States. Motion carried.

## **OLD BUSINESS**

### **CONDEMNATION UPDATES**

An ordinance authorizing and directing the removal of the structure at 414 Maple St. was presented for approval.

Motion by Wulf, second by Nading to accept Ordinance #979. Motion carried.

### **BUSINESS UTILITY DEPOSIT ORDINANCE**

Motion by Dominguez, second by Wulf to accept the Business Utility Deposit Ordinance #980. Motion carried.

### **CODIFICATION PROPOSAL**

Clerk Crumrine discussed the codification proposal. It was requested to add the 3-year supplemental service plan, adding the code on a USB drive, and a searchable desktop version.

Motion by Boyd, second by Wulf to approve signing the codification proposal with additions. Motion carried.

### **KS WATER OFFICE CONTRACT**

The Kansas Water Office grant contract was discussed.

Motion by Billingsly, second by Boyd to execute the KWO agreement. Motion carried.

**Nading** inquired about the progress of the water study. Clerk Crumrine responded that the process was currently underway.

**2025 Budget Discussion**

The discussion on budget items for 2025 included deliberations on the swimming pool and the construction of the city library building.

**ALLEY CLOSING ORDINANCE**

The owner of the Barking Squirrel Property, Ty Curry, located at 314 and 320 Walnut Street, executed the alley vacate petition.

Motion by Wulf, second by Billingsly to adopt the Alley Closure Ordinance #981.

Motion carried.

**NEW BUSINESS**

**NEIGHBORHOOD REVITALIZATION PLAN RENEWAL.**

Clerk Crumrine explained the Neighborhood Revitalization Plan tax rebate, noting its expiration every five years. The plan is set to expire and will need to be renewed this year. Clerk Crumrine will send copies of this plan for the council to review.

**Boyd** discussed the Public Hearing for the Zoning Regulations for Labette County that he attended on May 16<sup>th</sup> in Parsons Kansas.

Motion by Seaman, second by Billingsly to adjourn the meeting. Motion carried.

Meeting adjourned at 9:04 p.m.

Seal

---

Mayor

---

City Clerk