

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

September 03, 2024

The Chetopa City Council met in regular session on Tuesday, September 03, 2024, at 7:00 p.m., at City Hall.

PRESIDING: City Council President Linda Seaman in the absence of Mayor Ryan Darnell.

PRESENT: Council Members/Bob Boyd, Brenda Dominguez, Ernie Wulf, and Justin Nading. 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, Court Clerk Patty Wilkinson, Bonnie Mozingo, Jessica Morgan, Janet Buttress, Teresa Mann, Tim Smith, Dale Miller, Traci and Brad Baldwin and Tom Sauret @ 7:10 p.m.

Council President Seaman called the meeting to order, led the council and visitors in the Pledge of Allegiance and opened the meeting in prayer.

It was requested that visitor Janet Buttress be added to the agenda.

Motion by Nading, second by Boyd to approve the agenda with addition. Motion carried.

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

Motion carried.

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

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

APPROPRIATION ORDINANCE # 3713 as follows:

| | |
|--------------------|---------------------|
| Payroll Funds | \$ 34,350.89 |
| Other Funds | <u>\$ 96,589.95</u> |
| Total of all Funds | \$ 130,940.84 |

PUBLIC HEARING-REVENUE NEUTRAL RATE/BUDGET HEARING

The Public Hearing for the Notice to Exceed the Revenue Neutral Rate was opened by Council President Linda Seaman. No one was present to address the notice to exceed the RNR. Clerk Crumrine presented Resolution 2024-4 to levy a property tax rate exceeding the Revenue Neutral Rate.

Motion by Nading, second by Dominguez to adopt Resolution 2024-4 as presented. Motion carried. Boyd and Wulf voted nay. Clerk Crumrine will note the absence of council member Maria Billingsly and Mayor Darnell on the roll call form.

The 2025 budget was presented for adoption.

Motion by Nading, second by Seaman to adopt the 2025 budget as presented. Motion carried. Boyd voted nay. Clerk Crumrine passed the certificate page around for all governing body members present to sign and the public hearing was closed.

MAYOR, COUNCIL, EMPLOYEE & VISITORS

Janet Buttress was present to ask for an adjustment on her utility bill due to a water leak.

Motion by Wulf, second by Boyd to adjust the water portion of the utility bill to the city cost and enter into a payment plan if needed. Motion carried.

Tim Smith provided an update regarding the progress on his 201 N. 11th Street property.

Motion by Boyd, second by Wulf to grant Smith an extension until September 17, 2024, to provide the council with another update on the property's cleanup. Motion carried.

TRAILER UPDATE- 110 S. 13th Street

Clerk Crumrine informed the council that the property at 110 S. 13th Street has been sold, which means the city cannot proceed with the removal resolution. Clerk Crumrine stated she had contacted the new property owner, advising them they would need to apply for another building permit. Nading inquired about implementing restrictions on the model year of the trailers permitted within the city limits. Attorney Adamson agreed that the council could amend the code to specify certain years. Clerk Crumrine will review the code concerning mobile homes.

Water Plant Supervisor Tyler discussed the plans for the internal painting and exterior touch-ups on the water tower. Tyler requested that Lawellin Backhoe be hired to dig around all the valves and install protective enclosures similar to meter cans around each valve. Tyler currently does not have an estimate for the cost of this work.

Motion by Boyd, second by Wulf to proceed with Lawellin Backhoe installing new valve enclosures. Motion carried.

Utility Bookkeeper/City Treasurer Adams introduced Tom Sauret to the council to discuss his water bill. Sauret asked the council for an adjustment on his utility bill due to a water leak.

Motion by Wulf, second by Dominguez to adjust the water portion of the utility bill to the city cost and enter into a payment plan if needed. Motion carried.

Adams discussed the KMEA solar operation program with the council. It was decided that the city was not in a position to pursue this program.

Assistant City Clerk A. Wilkinson addressed recent comments regarding employee discounts. A. Wilkinson clarified that city employees and council members do NOT receive any discounts on their utility bills. Employees and the governing body are charged the same rates and late fees as all other residents.

Dominguez stated she would still like to receive a quote for installing larger one-way signs with flashing lights on Elm Street, between 5th and 6th Street, North of the school.

Following up on a suggestion by Rebecca Sanders, **Nading** discussed the importance of organizing a city-wide community cleanup. Nading indicated a desire to compile a list of volunteers and identify properties that need attention. Adams proposed opening the brush dump that day to support the cleanup effort. Saturday, October 12th is the date tentatively set for the cleanup. Nading hopes this initiative will enhance community spirit and is open to additional ideas for organizing the event.

Nading addressed the necessity for the Fire Department to acquire three VHF radios. The existing radios, outdated for contacting medical flights, need to be replaced. Each radio is priced at \$250.00, a total of \$750.00, to be paid out of the firefighting equipment budget.

Motion by Dominguez, second by Wulf to allow the fire department to purchase three VHF radios. Motion carried.

Nading updated the council about mechanical issues with fire department truck #7, which requires new shocks and front tires. Diesel mechanic Brad Motz will assess the repairs needed and provide a cost estimate. Nading will give Clerk Crumrine Motz's contact information.

Boyd inquired about the total costs for BG Consultants' service on the sewer project. Clerk Crumrine will give a breakdown of the total expenses incurred so far.

Clerk Crumrine was approached regarding the droppings left by pets in Veterans Park and asked for a solution to this problem. Boyd suggested Police Chief/City Supervisor Feagan speak with the pet owners about cleaning up after their pets.

Police Chief/City Supervisor Feagan reported that Alexis Scofield started the Kansas Law Enforcement Training Center last week and is doing well. On the city side, Feagan reported the repairs to the city's 1979 pole truck would be quite expensive. A 1995 pole truck, priced at \$16,700.00, was discussed as a potential replacement. Feagan offered to travel to Iowa with Paul Trinkle to inspect the pole truck.

Motion by Nading, second by Wulf to give Feagan the authority to approve and purchase the pole truck. Motion carried.

It was noted that the city surplus list still needs to be updated.

OLD BUSINESS

PERSONNEL POLICY MANUAL REVISION

Mayor Darnell had received Boyd's proposed revisions to the policy manual at the last council meeting. Since the mayor is absent, this matter is tabled.

KMU TRAINING DISCUSSION

There was a discussion about the employee training for the overhead electrical workshop at KMU. Dominguez suggested postponing sending someone for training until next year. Boyd inquired if Police Chief/City Supervisor Feagan had discussed this training with two employees. Feagan stated he had not.

PROPERTY MOWING UPDATE

Police Chief/City Supervisor Feagan stated he put four work orders out for properties to be mowed.

CONDEMNATION BIDS FOR 414 MAPLE STREET

Clerk Crumrine reported at this time no bids have been received.

SEWER PROJECT STATUS UPDATE

Clerk Crumrine stated the minutes from the pre-construction meeting for the sewer project were in the council packets. Crumrine reported she applied and received a project exemption certificate to be used by Bennett to give to the subcontractors.

1504 MAPLE STREET PROPERTY

Police Chief/City Supervisor Feagan reported that he has sent a letter regarding cleaning up this property but has not received a response.

ROLL-OFF POLICY ORDINANCE

Clerk Crumrine presented the updated Roll-Off policy ordinance, which now includes residents with sanitation services outside the city limits and allows the city to refuse to pick up any item(s) that does not meet the acceptable list or excessive amounts of debris.

Motion by Nading, second by Dominguez to pass the Roll-Off Policy Ordinance No.989. Motion carried.

FOOD TRUCK POLICY DISCUSSION

Crumrine confirmed with EMC Insurance that the city is responsible for maintaining the property designated for food truck parking and all food trucks must submit a certificate of liability insurance, listing the city as an additional policyholder. There was a discussion about the electricity requirements for accommodating multiple food trucks. The city food truck permit form was then presented for approval.

Motion by Wulf, second by Nading to approve the city food truck permit with a daily setup fee of \$25.00 for use of city property. Motion carried.

NEW BUSINESS

COMPLAINT NOTICES

The council reviewed copies of complaints received at the city office. It was noted that community volunteers had cleaned up the property at 127 S. 4th Street. The matter of the damaged freezer was discussed; since the electric meter had been confirmed to have proper voltage, the damage will not be covered. Additionally, the condition of the museum sidewalk was addressed. Wulf inquired about the last time the sidewalks were sprayed. The museum has requested that the sidewalks be sprayed before their event on October 12th.

Police Chief/City Supervisor Feagan requested authorization to purchase replacement streetlights.

Motion by Boyd, second by Seaman to approve the purchase with a budget limit of \$2,000.00. Motion carried.

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

Meeting adjourned at 8:25 p.m.

Seal

Mayor

City Clerk