

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

January 7, 2025

Clerk Crumrine had been notified that there would not be a quorum for the meeting and the meeting was rescheduled for Tuesday, January 14, 2025, at 6:00 p.m. Notifications were made to visitors scheduled.

January 14, 2025

The Chetopa City Council met at the rescheduled session on Tuesday, January 14, 2025, at 6:00 p.m., at City Hall.

PRESIDING: Mayor Ryan Darnell.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Justin Nading, Brenda Dominguez (at 6:03), and Ernie Wulf.

ALSO PRESENT: Clerk/Toni A. Crumrine, Police Chief/City Supervisor Scott Feagan, Attorney Shane Adamson (via Zoom), Utility Bookkeeper/City Treasurer Krystal Adams, Court Clerk Patty Wilkinson, Water Plant Supervisor Mike Tyler, Mike Carson, Derick Spenser, Mark Rhodes, Charles Bentley, Barb Harris, Debbie Yost, Jessica Morgan, Roberta Carter, Betsy Koontz, Barbara Evans, Larry Hubbell, Becky Scoggins, Tammy & Lee Bushong, Ann McKinzie (at 6:06 p.m.), Zach Lawellin (at 6:18 p.m.), Hank Pippin (at 6:23 p.m.), Tim Smith (at 6:25 p.m.) and Amy and Luke Wilkinson (at 6:55 p.m.).

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

An updated agenda showing additions in red from the cancelled January 7, 2025 meeting had been given to the council, and it was requested to add lift stations discussion to the agenda.

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

Motion by Wulf, second by Seaman to approve the Minutes of the last regular meeting. Motion carried.

Motion by Seaman, second by Wulf to approve the Treasurer's Reports. Motion carried.

Motion by Seaman, second by Nading to approve the Warrant Register. Boyd voted Nay. Motion carried.

APPROPRIATION ORDINANCE # 3721 as follows:

Payroll Funds	\$ 37,247.45
Other Funds	<u>300,248.14</u>
Total of all Funds	\$337,495.59

MAYOR, COUNCIL, EMPLOYEES & VISITORS

Mike Carson and Derick Spenser were present to discuss the annual Neosho River Open/MD Disc Golf and requested permission to hold the tournament on February 22, 2025, at the East River Park and asked if the city wished to continue the \$200 sponsorship.

Motion by Seaman, second by Wulf to donate the \$200 and allow the tournament to be held at the East River Park on February 22, 2025. Motion carried.

Mark Rhodes was present to ask for an extension to remove the items causing the nuisance violation and discuss his scrap business. Discussion followed.

Motion by Nading, second by Wulf to give Rhodes a 30-day extension to remove the items causing the nuisance. Motion carried.

Melissa Hockett was not present due to health issues but had contacted Crumrine regarding her nuisance violation. Crumrine requested Police Chief Feagan to go by property and take pictures of the property. Crumrine was instructed to request Hockett be at the next council meeting.

Tyler discussed that the North filter flow control actuator at the water plant needs to be replaced. This replacement had been discussed when the South actuator had been replaced in November of 2024. The cost is \$1,895 plus \$25 shipping.

Motion by Nading, second by Wulf to approve the purchase of the actuator. Motion carried.

Tyler informed the council that the chlorine analyzer needs to be replaced. Quotes from three companies were presented and the current chlorine analyzer is a Swan brand, and their quote was the lowest at \$8,150.55. Discussion followed.

Motion by Boyd, second by Wulf to approve the purchase of the Swan chlorine analyzer. Motion carried.

Tyler updated the council on the computer issue that occurred, but Higher Calling was able to transfer the files to a new hard drive.

Crumrine had contacted the Attorney General regarding the status of the Neighborhood Revitalization Plan that had been submitted to them in November, and it is in the second review process.

Feagan reported the issue with the Willow lift station pumps. Pump #1 blew apart and Chad Copher with Waste H2O had come down to look at the pump situation. The pumps are obsolete and finding parts will be difficult. Copher estimated that a new pump and changing the plumbing will cost around \$60,000 and it was recommended that two pumps be purchased bringing the estimate to \$100,000. Crumrine will contact KWO and KDHE to see about funding. The check valve at the 8th St. lift station needs to be replaced and Mid*American Sanitation will need to be called to pump out the pit to be able to get to the part. Discussion followed.

Motion by Wulf, second by Dominguez to go out for bids for the Willow lift station pumps. Motion carried.

Tim Smith arrived to discuss the progress of the condemnation of the old Barr lumber structure. Discuss followed.

Motion by Boyd, second by Wulf to extend the deadline to complete the demolition and clean-up of the property to February 4, 2025. Motion carried.

Hank Pippin updated the Junction internet service availability.

Nading reported on a resident that had a large water bill due to a toilet sticking and asked if an adjustment could be made to bill the usage at the city cost as had been done in the past.

Motion by Wulf, second by Nading to adjust the water billing to the city's cost. Motion carried.

Boyd asked if the limb trimming had been scheduled to be done and Feagan reported that some secondary lines had been done but primaries had not been started.

OLD BUSINESS

ASSISTANT CITY CLERK APPLICATIONS

Crumrine reported that interviews needed to be started on getting a assistant hired so that training could begin, as she is retiring in 3.5 months. A committee will review the applications Wednesday evening.

SEWER PROJECT UPDATE

Crumrine presented pay request #3 from Bennett Inc in the amount of \$485,908.09, a CDBG request for funds in the amount of \$121,477 and invoice # 29 in the amount of \$32,743.98 for approval to pay the BG invoice and sign the requests.

Motion by Nading, second by Wulf to authorize the mayor to sign the requests and approve the payment of the BG invoice. Motion carried.

Crumrine also updated the council of the cash issue as the Bennett pay requests are getting larger and had contacted the KWO regarding the reimbursements, as the city checking account would be overdrawn if the reimbursement request had to wait until the end of the quarter. KWO will allow the reimbursement requests to be submitted monthly. Crumrine also cautioned the council that spending would need to be closely monitored due to the current financial issues the city is facing. (Feagan was called out to an emergency during this discussion)

SANITATION TRUCK TIRES

A memo with three quotes for sanitation truck tires was passed around and Mayor Darnell read the quotes: Bartlett Coop-\$335.00 per tire (Supermax HD1 Plus); Fleet Maintenance Solutions-395.00 per tire (Synergy Drive Tire) plus \$12 per tire disposal fee; and Tait Johnson Mobile Service-\$425.00 per tire. It was discussed that more information was needed on the tires than what was on the memo.

Motion by Boyd, second by Wulf to table action on the tire purchase due to Feagan being absent and needing more information. Motion carried.

FIRST RESPONDER RUN PAY FOR 3RD AND 4TH QUARTER 2024

First Responder run pay for the 3rd quarter 2024 was 44 runs at \$20 per run totaling \$880 and for the 4th quarter 2024 was 34 runs at \$680.00.

Motion by Seaman, second by Wulf to approve the payment of the 3rd and 4th quarter 2024 run pay requests. Motion carried.

CLEANING POSITION APPLICATIONS

Crumrine requested that a cleaning person be hired. Nading asked if the former cleaning employee could be contacted to see if they are interested in coming back to work. Discussion followed.

Motion by Wulf, second by Seaman to contact Pauline Brecheisen to see if she is interested in returning to the cleaning position and if not, advertising for the position. Motion carried.

KDHE WASTE TIRE GRANT APPLICATION

Crumrine had prepared a KDHE Waste Tire grant application to purchase two wheelchair accessible (WCA) picnic tables for the city parks. The cost is \$1,134 per table and the grant would pay 50% of the cost and asked if the council wished to submit the application. Funding would be paid out the Park Fund that receives the ½ cent sales tax. Boyd asked if it could be turned down if necessary and Crumrine responded that it possibly could.

Motion by Wulf, second by Seaman to allow the submission of the grant application. Motion carried.

COUNCIL VACANCY

One person had filed for the council vacancy and Crumrine asked if the council wanted to review the paperwork or extend the deadline for the next meeting.

Motion by Seaman, second by Wulf to table filling the vacancy until the next meeting. Motion carried.

NEW BUSINESS

LIBRARY BOARD APPOINTMENT

Johnna McDaniel, Library Board President, submitted a request for Ashley Judd to fill the vacancy resulting from the resignation of Betsy Koontz from the library board.

Mayor Darnell appointed Ashley Judd to the library board.

Motion by Wulf, second by Nading to confirm the appointment of Judd. Motion carried.

RESIGNATIONS/PUBLIC WORKS APPOINTMENT

Resignations from Charles Blundell and Jason Shields were read to the council by Crumrine.

Motion by Nading, second by Wulf to accept the resignations. Motion carried.

An interview was conducted, and the following appointment was made:

Mayor Darnell appointed Talon George as a Public Works Helper.

Motion by Boyd, second by Wulf to confirm the appointment of George. Motion carried.

MEMBERSHIPS/SUBSCRIPTIONS

Crumrine presented the KMU Membership dues in the amount of \$3,789; LKM Membership dues in the amount of \$1,049.68; KS Mayors Association in the amount of \$50; City Attorneys Association of KS in the amount of \$35; and Higher Calling Technologies in the

amount of \$10,315.99 that included the invoice for the water plant computer repairs and a Sonicwall issue.

Motion by Wulf, second by Nading to approve the payment of the dues and subscriptions presented. Motion carried.

AUDIT/BUDGET ENGAGEMENT LETTERS

The engagement letter from Jarred Gilmore & Phillips to do the 2024 audit in the amount of \$7,700 and assist with the preparation of the 2026 budget in the amount of \$2,900 was presented for approval for the mayor to sign. Crumrine reported that the audit is scheduled to be started February 12, 2025, as she would like to get as much completed as possible before her retirement.

Motion by Nading, second by Wulf to approve the signing of the audit and budget engagement letters. Motion carried.

GAAP WAIVER RESOLUTION

The resolution to waive the Generally Accepted Accounting Principles (GAAP) for the 2024 audit was presented for adoption. This is executed every year.

Motion by Wulf, second by Seaman to adopt the GAAP Waiver Resolution. Motion carried.

ADDITIONAL DISCUSSIONS

Debbie Yost was recognized and expressed her concerns regarding the filling of the city clerk vacancy when Crumrine retires April 30, 2025.

When Feagan returned, additional action was taken on the sanitation truck tires.

Motion by Boyd, second by Wulf to reopen the tabled discussion on the sanitation truck tires. Motion carried. Discussion followed.

Motion by Wulf, second by Nading to purchase the four tires from the low bid of Bartlett Coop. Motion carried.

Ann McKinzie discussed the issues with the sewer project behind her shop and was told that the contractors would be back to fix the low areas that had settled from the project. McKinzie also felt like the alley issue between her property and Council Member Boyd’s had been fixed with the snow removal that was done during the recent snow fall.

Motion by Seaman, second by Wulf to adjourn. Meeting was adjourned at 7:17 p.m.

Seal

Mayor

City Clerk