

City Council Meeting Minutes
July 17, 2018

WELCOME AND CALL TO ORDER

Mayor Debi Schwerdtfeger called the regular City Council Meeting to order with the Pledge of Allegiance. Council members present were: Mark Berner, Jeff Blosser, Mark Brooks, Keith Wessel, and Sharon Haun. Council member Jesse Knight was absent. City Administrator Nick Jones were also present. City Attorney Randy Heilman was absent. Others attending were: Gary Mason, Robert Herbig, Steven Crichton, Kay Hutchinson, Angie Schwerdtfeger, Steve Taylor, Marty Thurman, Diane Wolfe, Taylor Adams, Joshua Thurlow, Donald Johnson, Building Inspector Larry Siegrist, Deputy Building Inspector James Masters, Utilities Superintendent Derrick Craige, Recreation Director Justin Carlson, Marcus Hernandez, and Megan Glotzbach.

PUBLIC COMMENT PERIOD I

Gary Mason, City Lake Lessee, noted he has experience in water conservation and is willing to assist the City if needed. Mr. Mason noted he received a copy of a letter from 1992 that the City planned to change from pulling water out of the City Lake to pulling water out of the Reservoir. Mayor Debi Schwerdtfeger thanked Mr. Mason for the information and the City will review it. Martin Thurman, representing H3 America Fishing Tournament, noted the tournament will be on September 8 – 9, 2018 with set up on the Friday before. Mr. Thurman is requesting the same items as last year, a dumpster, four porta-potties to be placed on the north side of the lake, waive the ANS for September 8 and 9, Fire Truck to display American Flag, barricades to boat ramp, parking across the street, and a Police escort for Santa Claus on September 8, 2018. Councilperson Mark Brooks made a motion to provide all that is needed for the H3 America Fishing Tournament on September 8 and 9, 2018. Councilperson Jeff Blosser seconded the motion and the council voted 5-0 in favor. Motion carried.

CONSENT AGENDA

Councilperson Keith Wessel made a motion to approve the Consent Agenda as presented in the packet. Councilperson Sharon Haun seconded the motion. The consent agenda consisted of:

- July 3, 2018 Minutes.
- July 3, 2018 to Current Appropriations.
- Transfer: F-6 from Bachura, Wallace, & Dubiel to Kay K. Lauer Revocable Trust, Cottonwood Falls, KS.

The Council voted 5-0 in favor. Motion carried.

OLD BUSINESS

- **Blighted Structures**
Deputy Building Inspector James Masters noted the owner of 1014 Guston Street has signed the release form allowing the City to abate the property of all violations and asses the cost to the property taxes. Deputy Building Inspector Masters noted the City is now ready to move forward with abating the property at 1014 Guston Street.
- **City Lake Dam Light – Update**
City Administrator Nick Jones noted the new light has been ordered and RECA has offered to attach it to their pole.
- **Economic Development Recommendations – Grant Program**
The Downtown 50/50 Grant Program Guidelines and Application are presented in the Packet for the Council to review. Angie Schwerdtfeger, representing the Economic Development Committee, noted the grant would be for improvements that will stay with the building and there is currently \$20,000.00 raised for the program. City Administrator Nick Jones noted an Ordinance will need to be created allowing the monies to pass though the City. Councilperson Mark Brooks inquired how the funds would be refilled. Angie Schwerdtfeger noted the Committee would continue to write grants in the following years. After discussion Councilperson Keith Wessel made a motion to direct the City Attorney to draft the Ordinance. Councilperson Jeff Blosser seconded the motion and the Council voted 5-0 in favor. Motion carried.

NEW BUSINESS

- **Water Conservation**

Utilities Superintendent Derrick Craige left the meeting at this time due to a water emergency. Councilperson Mark Brooks made a motion to table this until the next regular Council meeting. Councilperson Jeff Blosser seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Recreation Director Justin Carlson Department Recommendation – Archery Club Lease**

The lease is presented in the Packet for the Council to review. Recreation Director Justin Carlson noted Steve Scarce is the lead contact for the Archer Club Lease. Steve Scarce noted the group wishes to build a lean-to structure in the hopes of hosting competitions in the future. Mr. Scarce also noted they hope to get the youth more involved and the local 4-H is trying to start Archery Activities. After discussion Councilperson Jeff Blosser suggested changing section 7 of the lease to included allowing building and/or storage structures to be built/placed after approval of the building and location by Landlord. Councilperson Mark Brooks made a motion to approve the lease agreement as presented with the changes suggested by Councilperson Blosser. Councilperson Jeff Blosser seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Riverwalk Pavilion Utilities**

Deputy Building Inspector James Masters noted Adams Lumber approached him about adding additional Electrical and Water service at the John White Memorial Pavilion. Taylor Adams, representing Adams Lumber, noted Adams Lumber will provide the waterline materials and handle any additional work. Westar will be setting the electrical pole and meter. After discussion Councilperson Jeff Blosser made a motion to have the Water Department do the trenching for the water and electrical lines and hook to an existing water line, chosen by Utilities Superintendent Derrick Craige. Councilperson Keith Wessel seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Planning & Zoning Recommendation**

Building Inspector Larry Siegrist noted the Planning & Zoning Commission has reviewed Steve Brosmer's proposals for describing the portion of the three mile extraterritorial recommended for Agricultural Zoning. The Commission recommends the Council approve the proposal with the limits using quarters and section lines. After discussion Councilperson Jeff Blosser made a motion to have Steve Brosmer continue with the limits description using the recommended proposal. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Salaries Ordinance**

City Administrator Nick Jones reviewed the Salaries Ordinance as presented in the Packet. Councilperson Jeff Blosser confirmed this Ordinance does not include a pay increase for part-time or Fire Department employees. Councilperson Mark Brooks noted the Council should consider a raise for the part-time/volunteer employees and suggest putting this on the next Council meeting for further discussion. After discussion Councilperson Mark Brooks made a motion to approve the Salaries Ordinance as presented. Councilperson Mark Berner seconded the motion and the Council voted. 5-0 in favor. Motion carried. Ordinance #2200 A cost-of-living increase for the part-time employees and the Fire Department will be discussed at the next regular Council meeting.

- **Tree Board Ordinance**

City Administrator Nick Jones reviewed the Tree Board Ordinance as presented in the Packet. After discussion Councilperson Jeff Blosser made a motion to approve the Ordinance as presented. Councilperson Keith Wessel seconded the motion. After discussion the Council voted 5-0 in favor. Motion carried. Ordinance # 2201

- **Adams Street Park: Baseball Goals**

Councilperson Jeff Blosser noted the basketball goals and concrete slap need to be replaced at the Adams Street Park. Councilperson Blosser presented some estimates for replacing concrete, seal existing cracks, fencing, and install new basketball post/backboards/goals. Councilperson Blosser noted there are other projects in the City that need fencing replaced and it may be more cost effective to combine projects. The other fencing projects are Ben I Smith and North Complex Ball Fields and the Main Street Bridge. Councilperson Mark Brooks noted the Leadership Morris County 2018 Class is considering raising funds for the basketball courts in Morris County as their project and may be able to help with the cost. Councilperson Brooks also suggested replacing the Riverwalk foot bridge railing at the same time. After discussion Councilperson Mark Brooks made a motion to seek bids for the Adams Street Park Repairs and the discussed fencing projects. Councilperson Mark Berner seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Office Committee – City Administrator Agreement**

Councilperson Keith Wessel, representing the Office Committee, noted City Administrator Nick Jones has fulfilled his part of the agreement made, the training and steps in pay. City Administrator Jones has completed the training with Jay Newton, the Grant Writing Online Course, and the Budgeting and Evaluation process, per the agreement he will receive a pay increase of \$5,000.00 per year. Councilperson Keith Wessel made a motion to fulfill the City's part of the City Administrator Agreement and give City Administrator Nick Jones a pay increase of \$5,000.00 per year. Councilperson Mark Berner seconded the motion and the Council voted 5-0 in favor. Motion carried.

- **Proposed City Budget**

City Administrator Nick Jones reviewed the Proposed City Budget as presented in the Packet. After discussion Councilperson Jeff Blosser made a motion to have a Special Meeting at City Hall on July 31, 2018 at 5:30 P.M. to hold a Hearing for the 2019 Budget. Councilperson Mark Brooks seconded the motion and the Council voted 5-0 in favor. Motion carried.

GOVERNING BODY COMMENTS


- Councilperson Jesse Knight - Absent
- Councilperson Mark Berner requested the Utilities Committee meet soon.
- Councilperson Jeff Blosser noted he has almost finished the Scope of Work needed for the Elm Creek Project.
- Councilperson Mark Brooks noted the sidewalks are in bad shape around town and would like to see action taken.
- Councilperson Keith Wessel noted he has heard comments about the North Neosho Project.
- Councilperson Sharon Haun thanked everyone for their hard work.
- City Attorney Randy Heilman - Absent
- City Administrator Nick Jones noted he is glad the Budget is almost done.
- Mayor Debi Schwerdtfeger thanked the Chamber for their hard work during Ladies Night.

ADJOURNMENT

Councilperson Jeff Blosser made a motion to adjourn. Councilperson Mark Brooks seconded the motion and the Council voted 5-0 in favor. Motion carried.


Debi Schwerdtfeger Mayor

ATTEST:


Nick Jones City Administrator

