

Special City Council Meeting Minutes
July 5, 2017

This Special Meeting was held at the Council Grove City Hall at 205 Union St. Mayor Steve Shepard called the Special City Council Meeting to order with the Pledge of Allegiance. Council members present were: Jesse Knight, Sharon Jones, Mark Brooks, Betty Hughey, and Sharon Haun. Councilperson Jeff Blosser was absent. City Administrator Danny Matthews was also present. City Attorney Randy Heilman was absent. Others attending were: Kay Hutchinson, Martin Thurman, Philip Lawrence, Gary Stith, Janna Williams, Diane Wolfe, Kelly Judd, Steve Taylor, Water Superintendent Derrick Craige, Building Inspector Larry Siegrist, Craig McNeal, Marcus Hernandez and Megan Glotzbach.

Minutes

The Minutes as presented in the packet for the Council to review. Councilperson Sharon Haun made a motion to approve the minutes as presented in the packet. Councilperson Betty Hughey seconded the motion and the Council voted 5-0 in favor. Motion carried.

Appropriations

The Appropriations as presented in the packet the Council to review. Councilperson Betty Hughey made a motion to approve the appropriations as presented in the packet. Councilperson Sharon Jones seconded the motion and the Council voted 5-0 in favor. Motion carried.

Council Grove Lake Association

No one was present from the Council Grove Lake Association.

H3 Fishing Tournament

Martin Thurman, representing H3 America, noted the POA Veterans fishing tournament has changed names to H3 America. Mr. Thurman noted the Kids Tournament was a big hit last year and for this year's event the Kids Tournament will have its own day on September 9, 2017, the adult fishing tournament will be held on September 10, 2017. Mr. Thurman would like to request 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 9 and 10, Fire Truck to display American Flag, Barricades to Boat Ramp and Weighing area, mow parking area across the street, and adding a police escort for Santa Claus on September 9, 2017 where he will hand out the Kids Tournament medals. After discussion Councilperson Mark Brooks made a motion to provide all that is needed for the H3 American Fishing Tournament on September 9 and 10, 2017. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

National Endowment for the Arts Our Town

Gary Stith, representing Flint Hills Regional Council, noted the National Endowment for the Arts Our Town is a 50/50 match grant program, and the Flint Hills Regional Council plans to have partners in all seven counties that cover the Flint Hills Region. Mr. Stith noted the plan is to apply for a \$50,000.00 grant, the matching portion of 50% at \$25,000.00 can be in-kind or cash, to be used for an interactive mapping program for Arts Asset Mapping. Mr. Stith noted there needs to be two main partners, Art Council and Local Government. The local Government would be the one filing the application and all funds would flow through that Government and he feels Council Grove would be a good fit as the Local Government partner. After discussion Councilperson Mark Brooks made a motion for the City to be the Local Government partner for the National Endowment for the Arts Our Town Grant. Councilperson Jesse Knight seconded the motion. Councilperson Mark Brooks noted the City should contribute to the matching portion as well. Councilperson Jesse Knight inquired when the money was due by. Mr. Stith noted all funding needs to be at least committed by September 11, 2017 but donations could be in-kind as well, and the City's portion could be man power for processing the paperwork and all money flow through the City. The Council voted 5-0 in favor. Motion carried.

Utility Committee Recommendations

Water Superintendent Derrick Craige reported the Utility Committee Recommendations: the skid steer lease is up and there are three options presented in the packet for the Council to review. Councilperson Mark Brooks, Utility's Committee Member, noted it is recommended to purchase a new one, put money down and negotiate the interest rate with the local bank. Water Superintendent Derrick Craige noted he prefers the Bob Cat and the cost listed in the packet may be lower than the actual cost. City Administrator Danny Matthews noted he could look into seeing how much of a down payment is needed to get to the current \$3,000.00 per year payment for the lease. After discussion Councilperson Mark Brooks made a motion to proceed with purchasing the Bobcat skid steer, not to exceed \$50,000.00, and have City Administrator Danny Matthews negotiate with the bank to come up with a down payment and a payment plan. Down payment to be taken out of Equipment Reserve. Councilperson Sharon Jones seconded the motion and the Council voted 5-0 in favor. Motion carried.

Lake Committee Recommendations

Building Inspector Larry Siegrist reported the Lake Advisory Committee recommends posting boating regulations at the boat docks and online. Councilperson Jesse Knight made a motion to approve the recommendation. Councilperson Betty Hughey seconded the motion and the Council vote 5-0 in favor. Motion carried.

Building Inspector Larry Siegrist reported the Lake Committee recommends approving J-3 to cut down the trees to expand their lateral field. Pictures of the area are in the packet for the Council to review. Councilperson Betty Hughey made a motion to approve the lateral field expansion and cutting down of the trees to complete it. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

House Numbering Concerns

Building Inspector Larry Siegrist reported there are many houses around town that are missing the house numbers placed on the front of the house. There is not a specific penalty for this, only a catch all consisting of going through Municipal Court and a fine up to \$1,000.00 and/or jail time. Building Inspector Siegrist is requesting City Attorney Randy Heilman add a specific fine into the House Numbering ordinance. It is the Building Inspectors recommendation to send a letter out addressing the concern stating the owner has a set time to resolve the issue. After the time limit is up a fine of \$25.00 will be assessed, after each additional two weeks of non-compliance the fine will double by the previous amount. After discussion Councilperson Mark Brooks made a motion to adopt the recommendation of stating a specific fee with a 30 day notice, then applying a \$25.00 fee, if the property is still not in compliance after two weeks the fee will double and will keep doubling after every two weeks until the property is in compliance. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

Sign Ordinance Revisions

Mayor Steve Shepard noted this revision would allow the Building Inspector authority to approve new signs without them coming before Planning and Zoning and the Council. Building Inspector Larry Siegrist noted he added into the revisions allowing pop-up signs during business open houses, an appeal process, and the fee amount, all of which has been approved but never added into the ordinance. Mayor Steve Shepard noted this is the first reading of the Sign Ordinance Revisions and they will be placed on the next Council meeting for approval.

Porta-Pot Needs

Councilperson Mark Brooks noted there should be a porta-pot placed at Custer Elm Park due to the shelter there being used frequently and with the Scenic byway kiosk going up soon he expects the traffic to increase. After discussion Councilperson Mark Brooks made a motion to place a porta-pot at the Custer Elm Park and maintain it year round. Funding will come out of the Park Budget. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

Sylvan Depot Repairs at Durland Park

Councilperson Mark Brooks noted the City may need to put bids out to return it to good condition and to keep from losing it, as well as making sure it cannot be entered. Councilperson Sharon Haun noted the spot where the concrete meets the wood is rotting. Mayor Steve Shepard noted they may want to have a local carpenter come up with a Scope of Work and then send it out for bids. Councilperson Mark Brooks noted the Committee will move forward with completing a Scope of Work.

Comp Plan & Updates

Councilperson Jesse Knight inquired as to what the Planning and Zoning Commission is requesting. Building Inspector Larry Siegrist noted the Planning and Zoning Commission is requesting; 1. The yearly review of the Comp Plan, 2. The Board of Zoning Appeals is currently the Council but if the City zones the three mile area one member must be within that three mile area, and 3. The Planning and Zoning Commission need to know what their term limits are, as they currently were all appointed at the same time and possibly the same term limits. Councilperson Jesse Knight inquired if the City could combine the Planning and Zoning Commission and the Board of Zoning Appeals. Building Inspector Siegrist noted yes they could be combined but they will need to go into session separately for each job they were performing, be it as the Appeal Board or the Commission. Councilperson Knight noted the Steering Committee may need to be disbanded but if it stays the Committee will need to be updated and reviewed. Councilperson Mark Brooks noted a concern is that a Committee does look at the Comp Plan and makes suggestions for where to go next. Building Inspector Siegrist noted Committees should bring recommendations to the Planning and Zoning Commission on areas to pursue and the Planning and Zoning Commission will then bring recommendations to the Council. Councilperson Knight noted the City may want to have a Work-Study in the near future to review the Comp Plan.

Municipal Lease Resolution - Resolution # 070517-01

City Administrator Danny Matthews noted this resolution is required for the purchase of the Ravo Street Sweeper and just needs to be approved. Councilperson Mark Brooks made a motion to approve the Municipal Lease Resolution. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

Police Committee Recommendations

Mayor Steve Shepard appointed Erica Smith to Court Clerk/Administrative Clerk with a \$0.50 increase from \$10.82 to \$11.32. Councilperson Jesse Knight confirmed the appointment. Councilperson Sharon Jones seconded the confirmation and the Council voted 5-0 in favor. Motion carried.

Councilperson Jesse Knight noted Police Chef John Stone and Court Clerk Erica Smith approached the Police and Fire Committee about the current software incompatibility with the State's system and requesting to move to a new software system that is compatible with the State. Councilperson Knight also noted the current software company may need to be contacted regarding services undelivered and may need to get City Attorney Randy

Heilman involved. City Administrator Danny Matthews noted the initial cost can be taken out of the Computer Fund. After discussion Councilperson Jesse Knight made a motion to purchase the new software program for \$3,419.00, of the Computer Fund, with an annual fee of \$480.00, out of the Court Fund, and have City Attorney Randy Heilman look into the legal ramifications. Councilperson Sharon Jones seconded the motion and the Council voted 5-0 in favor. Motion carried.

ADJOURNMENT

Councilperson Betty Hughey made a motion to adjourn. Councilperson Mark Brooks seconded the motion and the Council voted 5-0 in favor. Motion carried. Meeting adjourned.



Steve Shepard

Mayor

ATTEST:



Danny Matthews

City Administrator

