

City Council Meeting Minutes  
December 5, 2017

**WELCOME AND CALL TO ORDER**

Mayor Steve Shepard called the regular 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. Council member Jeff Blosser was absent. City Attorney Randy Heilman, City Administrator Danny Matthews, and Deputy City Administrator Nick Jones were also present. Others attending were: Larry Fischer, Larry Heyka, Tad Fuller, Roy Shade, Bob Hiebert, Larry Bermen, Keith Wessel, Mike Muncy, Cindi Muncy, Roger Hoffman, Sheryll Hoffman, Wayne Kohler, Shirley McClintock, Ed Wallace, Mark Berner, Kelley Judd, Taylor Adams, Nancy Arnold, Bruce Arnold, Debi Schwerdtfeger, Greg Young, Vern Hay, Kay Hutchinson, Building Inspector Larry Siegrist, Road & Parks Superintendent Jeff Barbo, Marcus Hernandez, and Megan Glotzbach.

**PUBLIC COMMENT PERIOD I**

None

**CONSENT AGENDA**

Councilperson Betty Hughey made a motion to approve the Consent Agenda as presented in the packet. Councilperson Sharon Jones seconded the motion. The consent agenda consisted of:

- A. November 21, 2017 Minutes.
- B. November 21, 2017 to Current Appropriations.
- C. Transfers: E-25 from Anne E. Gatewood to Robert M. & Kendra L. Dale, Paola, KS.  
E-25C from Richard Luce to Randy & Christine Sumner, Gypsum, KS.
- D. Employee Holiday Party.
  - Staff Holiday Party
  - When: December 22, 2017 at 12:00 P.M.
  - Funds Requested for Event: \$500.00
- E. Cereal Malt Beverage Renewal.
  - Pizza Hut

The Council voted 4-0 in favor with Councilperson Jesse Knight abstaining. Motion carried. 5-0

**OLD BUSINESS**

**F. Street Light and Riverwalk LED Conversion Discussion.**

None have been installed as of today.

**G. Trash Receptacles Update.**

Deputy Administrator Nick Jones reviewed the Trash Receptacle options as presented in the Packet for the Council to review. Mayor Steve Shepard suggested purchasing 25 trash receptacles for the Riverwalk and refurbishing the trash receptacles currently at the Riverwalk to be placed at the City's Parks. After discussion Councilperson Jesse Knight made a motion to purchase 25 trash receptacles for \$6,824.72 and refurbish the ones on the Riverwalk to be placed where needed. Payment will come out of the Park Fund. Councilperson Mark Brooks seconded the motion and the Council voted 5-0 in favor. Motion carried.

**H. Economic Development Recommendations.**

The Ordinance regulating abandoned and vacant commercial buildings and requiring registration and maintenance is presented in the Packet for the Council to review. Kelley Judd felt the fine for not complying with the Ordinance was too low and would not motivate the owners of the commercial buildings. Mayor Steve Shepard reminded the community the ordinance is effective July 1, 2018. Councilperson Jesse Knight recommended having one more reading or doing another Work-Study to allow input from commercial building owners. After discussion Councilperson Mark Brooks made a motion to pass the Ordinance as presented. Councilperson Betty Hughey seconded the motion and the Council voted 4-1 in favor with Councilperson Jesse Knight opposed. Motion carried. Ordinance # 2192

**I. Mowing Contract.**

City Administrator Danny Matthews noted both the City Lake Mowing Contract, with Twin Lakes, and the City Parks/Sunnyslope Cemetery Mowing Contract, with Mike Muncy, expire at the end of 2017. After discussion the Council decided to have the Road & Parks Committee review the Contracts and come back with a recommendation.

**J. City Hall Guttering/Fascia Bids.**

Bids were sent out for Guttering, Fascia, and handrails replacement at City Hall with a roof repair planned for the spring of 2018. No bids were received for the handrails replacement. Mayor Steve Shepard noted the City received one bid from Shade Roofing for \$1,800.00 for the Fascia and \$2,000.00 for the Guttering. Total cost \$3,800.00. Roy Shade, Owner of Shade Roofing, noted the fascia will be pine wood and painted with oversized drain spouts for the gutters. After discussion Mayor Steve Shepard announced that Roy Shade, Owner of Shade Roofing chanced his bid to include wrapping for the price as stated earlier. Councilperson Sharon Haun inquired if the roof repair should be completed prior to the guttering and fascia replacement. Mr. Shade noted it would make it easier to replace the guttering after the roof repair. After discussion Councilperson Mark Brooks made a motion to accept the bid. To be completed when requested by the City. Councilperson Sharon Jones seconded the motion and the Council voted 3-1 in favor with Councilperson Jesse Knight opposed and Councilperson Sharon Haun abstaining. Motion carried. 4-1

**K. City Lake Tax Refund.**

The Ordinance regarding the 2012 City Lake Tax Refund was presented in the Packet for the Council to review. Mayor Steve Shepard requested an Executive Session – Attorney Client Privilege – to discuss the Tax Refund. Councilperson Jesse Knight made a motion to go into a 15 minute Executive Session – Attorney Client Privilege – to discuss the City Lake Tax Refund. Those to attend are the Councilmembers present, Mayor Steve Shepard, City Attorney Randy Heilman, City Administrator Danny Matthews, and Deputy City Administrator Nick Jones. Councilperson Betty Hughey seconded the motion and the Council voted 5-0 in favor. Motion carried.

Upon return to regular session Mayor Shepard noted the City was told they would receive all past and present proposals from the Lake Association to the County and vice versa. As of today no proposals have been received. Gary Catlin, representing the Council Grove Lake Association, noted one concern is the proposals becoming a public record while negotiations are ongoing. City Administrator Danny Matthews noted it should be given to the City Attorney to be presented during an Executive Session to keep it from being a public record. After discussion Mayor Shepard inquired if there was any motion on the Tax Refund Ordinance. No Motion was made.

**NEW BUSINESS**

**A. Council Grove Lake Association.**

Larry Fischer, representing the Council Grove Lake Association, noted the lake water level is down some. Mayor Steve Shepard requested Mr. Fischer notify Robert Herbig, President of the Council Grove Lake Association, that he is requested to bring the proposals, as discussed earlier in the meeting, to the City Attorney so they can be discussed during an Executive Session.

**B. City Administrator Consultant Contract.**

The City Administrator Consultant Contract is presented in the Packet for the Council to review. Councilperson Betty Hughey made a motion to accept the contract. Councilperson Jesse Knight seconded the motion and the Council voted 5-0 in favor. Motion carried.

**C. GAAP Waiver Renewal.**

The GAAP Waiver Renewal Resolution is presented in the Packet for the Council to review. Councilperson Betty Hughey made a motion to approve the Resolution as presented. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried. Resolution # 120517-01

**D. 4<sup>th</sup> of July Committee Request.**

Deputy City Administrator Nick Jones noted the 4<sup>th</sup> of July Committee is needing \$8,000.00 for the 2018 4<sup>th</sup> of July Fireworks. Councilperson Jesse Knight noted Stars and Strips would like to start planning and ordering fireworks early to get better deals. Councilperson Knight noted the 4<sup>th</sup> of July Committee is requesting \$5,000.00 from the Sales Tax Grant Fund and plans on getting the rest from other local grants. Councilperson Jesse Knight made a motion to approve \$5,000.00 from the Sale Tax Grant Fund for fireworks and waive the time limit for a Sales Tax

Grant. The Committee will continue to apply for additional grants. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

**E. Historic Preservation Corporation Permits Waiver Request.**

Shirley McClintock, representing the Historic Preservation Corporation, requested the City wave the Electrical Permit Fees for the current electrical work needing to be done at the Trail Days Arts & History Center. City Administrator Danny Matthews noted the work must be done by a licensed Electrician. After discussion Councilperson Mark Brooks made a motion to wave the current Electrical Permit Fees for the Historic Preservation Corporation. Councilperson Jesse Knight seconded the motion and the Council voted 5-0 in favor. Motion carried.

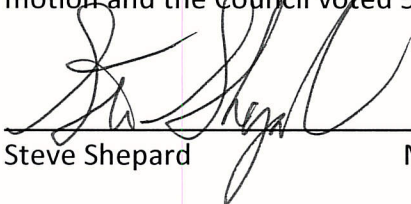
**GOVERNING BODY COMMENTS**

Councilperson Mark Brooks noted the Agrological Field School, coming to Council Grove June 8-17, 2018, would like to request permission to park in the vacant area across from the Kaw Mission. Part of the section is owned by the City. Councilperson Brooks noted he will request permission from the other owner of the section of land to allow parking as well. Councilperson Jesse Knight made a motion to approve the request to park on the section of land, owned by the City, across from the Kaw Mission from June 8-17, 2018. Councilperson Sharon Haun seconded the motion and the Council voted 4-0 in favor with Councilperson Mark Brooks abstaining. Motion carried.

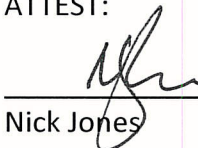
Mayor Steve Shepard thanked the officials elect for coming to the Council meeting and reminded the community there will be a reception on December 19, 2017 from 4:00 P.M. to 5:15 P.M. at City Hall for the outgoing Council Members and the City Administrator.

**ADJOURNMENT**

Councilperson Betty Hughey made a motion to adjourn. Councilperson Sharon Haun seconded the motion and the Council voted 5-0 in favor. Motion carried.

  
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Steve Shepard Mayor

ATTEST:

  
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Nick Jones City Administrator

