

MEMBERS PRESENT: Jim Gates, Ira Allen, Bruce Smith, Rich Hamit, David Gerisch (7:07)  
Mayor Jack Young (7:05).

OTHERS PRESENT: Sharon Gunter, Charles Hamner, Nolan McIver, Carolyn Meerian,  
Marian Massoth, Patty Hylton, Ed Harmison, Everette Dannar, Mark  
Tomlinson, Bob Call, Cheryl Brown.

The meeting was called to order by Council-President Bruce Smith. Roll was taken by the clerk to establish a quorum.

MINUTES/WARRANTS: Bruce Smith made a motion, seconded by Ira Allen, to approve the minutes of the December 29, 2003 meeting as written. Motion carried 5-0.

Ira Allen moved to pay all warrants presented, Jim Gates seconded. Motion carried 5-0.

CITIZEN COMPLAINT: Sharon Gunter, 904 Maple, came before the council to voice her concerns about the recent condition left by a back-up of the sewer manhole on her property. Gunter showed pictures to the council. She stated that she was concerned, not only because of the mess but also about the possible health hazard. Gunter said that this seems to happen at least once a year, and wanted to know what the city could do to eliminate the problem. Mayor Young told her that even though a new pumping station had been installed, there have still been some problems. Smith said that a maintenance program for the lift stations is going to be discussed later in the meeting, and the hope is that following a routine maintenance schedule will be a positive way to eliminate the problem under normal circumstances. Gunter stated her concern that the liquid waste that soaked into the ground might be a threat to the nearby creek. Mayor Young assured Gunter that the city will do whatever is necessary to try to avoid this problem in the future. Gunter asked if the sewer lines in her area were too small. Smith said that he felt sure the problem was due to the pump shutting down, and not the size of the lines.

Gunter also told the council that she had told Bob Sisson about a couple of bad spots 30' or so from the manhole. The mayor said that there is another spot north of the manhole with a hole that needs to be checked out as well. Gunter thanked the council for whatever they can do to solve the problem.

MAINTENANCE PROGRAM FOR PUMPING STATIONS: The council reviewed a proposal from Ed Hickman, Hickman Environmental Services. Hickman would charge \$225/station for one visit per year or \$375/ station for two yearly visits to perform routine maintenance. Bruce Smith made a motion, seconded by Jim Gates, to approve the proposal for 2 annual visits per pumping station by Hickman. Motion carried 5-0.

PROPERTY DEVELOPMENT: Nolan McIver came before the council to discuss his developing property west of Brookside Manor. He would like to know if the city is capable of providing water and sewer service if the land is annexed. His plan is to develop in 2 phases—31 lots in the first phase, and 20 lots on the north side of the property. McIver said that there would be 77 acres total. He also said that it would take 6-9 months to complete all the paperwork, so probably wouldn't need utilities until 2005 but wanted a sense of what the city would do before going further.

Mayor Young asked McIver to clarify what he (McIver) would be responsible for in this developing. McIver stated that he would be putting in all streets and the water/sewer lines. He also told the council that the homes would be in the \$130,000-150,000 range. There was discussion about exactly where the property is located. Ira Allen said the council would need to determine whether or not the

city's current utilities can support the number of additional people. Mayor Young said that the city has applied for a grant and a loan from the state to bring the existing sewer system into compliance, and the lagoons were designed to accommodate a population of 1200. Marian Massoth said that even if the lagoons are improved, there are other problems involving manholes, etc. Bruce Smith mentioned that reducing the flow of "clean water" into the lagoons would also be helpful for future development. Ira Allen said that the council is willing to work with McIver if the system can handle the increase in population. Ed Harmison stated that the very western end of Santa Fe Trail Drive is actually private property belonging to the apartments on the north and Paul Perry on the south. McIver was asked to come to the February 11<sup>th</sup> meeting for more discussion. Allen then said that the council has already been approached by another individual about developing property between the city lake and the fairgrounds.

**CITIZEN COMPLIMENT:** Carolyn Meerian, co-owner of the Overbrook Quilt Connection came before the council to express her appreciation of how quickly the street at the corner of her business had been repaired. The repair was necessary as a result of a water break, and Bob Call did the work very quickly at Meerian's request due to a special event at her business. The council thanked her for coming.

**WATER/SEWER REPORT:** Marian Massoth told the council that she hasn't heard anything about the grant request. She said that she'll be finishing the plans for the wastewater improvements. Massoth has also visited with KRWA about getting an updated map of the water and the sewer systems. KRWA has a GIS system that they use. They charge \$35/hour and can do 12-20 points per hour. They will be putting together a quote, and Shane Holthaus will be in Overbrook on February 2<sup>nd</sup>. Massoth said that she could include this in the design part of her plan. She said that he will need at least one person to help run the machine.

Massoth also said that Doug Helmke from KRWA wants to visit with the council about water rights and a well-head protection plan. The mayor suggested that Helmke be invited to the February 11<sup>th</sup> meeting. Ira Allen asked Massoth how the capacity of the lagoons is determined. Massoth said that two different things are considered: 1. The volume that can stay in the lagoons for 120 days, and 2. results of biological formula of organic loading. Allen asked how businesses are counted compared to residents. Massoth said that industrial businesses are counted as more, and they counted the locker plant as 20 people in the recent study they did for the wastewater plan. The council agreed that Massoth should do some more testing in several spots around town to evaluate the current results.

Ira Allen asked how soon bids can be let whether or not the city gets the grant since we know we've been approved for a loan of \$300,000. Massoth said that this would depend on how quickly KDHE approves the plans, and whether or not the city would have to re-apply for a grant in April.

**SEWER HOOK-UP'S:** The council reviewed the revised letter to be sent to all residents the end of January. Massoth recommended that the word "ground" be changed to "clean" in reference to water. Ira Allen made a motion, seconded by Rich Hamit, to approve the letter with the change for mailing to the residents the end of the month.

**COMPREHENSIVE PLAN:** The mayor announced that the library has been reserved for February 14<sup>th</sup> at 10 AM for the purpose of conducting a "town meeting" to discuss ideas to use in developing a comprehensive plan. Bruce Smith asked how much control the city would have over what actually goes into an area after the zoning has been determined. With the current ordinance, the city can control the district zoning, but is limited as to determining other conditions. The mayor said that is the main reason to develop a comprehensive plan with specific areas zoned for specific things.

**2004 DESIGNATIONS:** David Gerisch made a motion to designate Kansas State Bank as the official depository for the city. Bruce Smith seconded; motion carried 5-0. Bruce Smith made a motion, seconded by Rich Hamit, to name Jack Young, Cheryl Brown, Ira Allen, Jim Gates, and Patty Hylton as

check signers. Motion carried 5-0. Designating an official newspaper was tabled until it can be determined whether or not the Osage Co Herald is authorized to publish legal documents.

**LAW REPORT:** Chief Ed Harmison reviewed his written report for the council, which included the theft of firewood from his residence. Harmison reported that the total deposit from court fines for 2003 was \$19,564.00. He told the council that the court costs have been increased to \$20.50.

Harmison said that the radio's approved for the law grant have been ordered, and commended Officer Dannar on being able to get more radio's for the money than originally submitted.

Harmison requested that the city's share of the Law retirement funding be corrected. It was originally quoted as being 16%, and it will actually be 9.47% effective January 1, 2004. Harmison asked that this be done to avoid another agency being denied better benefits due to incorrect numbers being published. He also reported that the police department expenditures were down \$8,716, of which \$3,291 was payroll. Ira Allen asked if we have learned anymore about the carstop Dannar helped with in which the person stated that he had Aides. Dannar said that they are waiting on final test results, and also on necessary court orders.

Rich Hamit moved to recess the meeting for 10 minutes at 8:30 PM to discuss non-elected personnel matters. David Gerisch seconded; motion carried. The meeting was called back to order at 8:43 pm; there was no action taken.

**MAINTENANCE REPORT:** Bob Call said that the new fire hydrant has been installed, the hole by the co-op has been repaired, and he has replaced the water meter by First Security Bank. Call reported on the problems with the lift stations, and hopes that the new maintenance plan approved tonight will prevent similar problems in the future.

Call said that there have been several water leaks in vacant buildings this past month, but all the owners have been notified. He also asked about putting meters on all the wells sometime this next year for better monitoring.

Bob Call said that he has written an emergency plan for Todd Goodyear to be used when Call is out of town, and will give one to the mayor and Smith.

Call told the council that he didn't pass the exam for Wastewater Operator, and is planning on taking it again in March. He also said he's planning on taking vacation the week of February 1<sup>st</sup>.

The mayor said he can help with raising the diving boards for winter storage. They agreed to meet in the morning.

Call said that he was pleased with the work done by Dennis Brown on sealing the cracks in the streets.

**TREASURER'S REPORT:** Patty Hylton reviewed the fund reports with the council. The reports show the actual balances before any transfers are done. The two funds that will need funds transferred to avoid negative balances are the Bond & Interest (pool) and the Law fund. She will transfer money from the Water/Sewer fund into the General fund, and then transfer funds out of that fund into the two negative funds. This will allow those 2 funds to start 2004 with 0 balances, even though they actually were negative. The General fund has line items to show how much is transferred into which funds to help in future budgets. After all transactions, the pool was only short \$2700 compared to about \$8,000 in 2002. Rich Hamit thanked Hylton for her extra work, and said that this has helped him to better understand the budget.

Hylton said that the new computers have really helped, and are worth the investment.

**CLERK'S REPORT:** The clerk mentioned that she received a brochure about this year's Kansas Sampler. The library has been reserved for February 14<sup>th</sup> as mentioned. Santa Fe Trail After Prom party is asking for donations again. Rich Hamit made a motion, seconded by Jim Gates, to donate \$100. Motion carried 5-0.

Brown said that the cable channel computer is operating, but some changes need to be made on the "drive" in the original program to work with the newer computer.

The new computer for Utility Billing is installed and working. Michael Coffman is scheduled to be here on January 28<sup>th</sup> to report on the boundary ordinance, curfew ordinance, and recommendations for the personnel policy and sewer hook-up inspections.

Mark Green, City of Topeka, and probably Pat Flynn of Fort Scott Community College will be here on January 28<sup>th</sup> also to discuss lagoons and other sewer issues.

The clerk asked the council to consider replacing the council chairs, or the table or both sometime in the near future.

Brown presented a quote from NCS for a new copier. The one being used is 7 years old, and parts for it may be unavailable. The quote is for a new Kyocera/Mita Copy Center for \$1667.00 without a duplexer. After discussion, Bruce Smith made a motion, seconded by Ira Allen, to purchase the copier at the price of \$1667. Motion carried 5-0.

Brown said that someone is interested in the old utility billing computer to use for repair classes they're taking. The council agreed by concensus providing all the data can be removed.

**SALARY REVIEW:** Bruce Smith made a motion, seconded by Rich Hamit, to go into executive session for 30 minutes to discuss salaries for non-elected personnel with Call, Harmison, and Brown to each have 10 minutes with the council. Motion carried 5-0.

The mayor opened the meeting at 10 PM. No action was taken as a result of the closed session.

**MISC:** David Gerisch reported that he has started the process for making ID cards for the council. The mayor told everyone to come to the next meeting prepared for picture taking.

There being no further business before the council, Jim Gates moved to adjourn. Bruce Smith seconded; motion carried. Meeting adjourned at 10:05 PM.

Respectfully submitted,

Cheryl Brown, City Clerk

1/28/04

APPROVED: \_\_\_\_\_