

**MEMBERS PRESENT:** David Gerisch, Jim Gates, Ira Allen, Rich Hamit, Bruce Smith, Mayor Jack Young.

**OTHERS PRESENT:** Marian Massoth, Ed Harmison, Everette Dannar, Bob Call, Patty Hylton, Cheryl Brown.

The meeting was called to order at 7:00 PM by Mayor Young. Roll was called by the clerk; there was a quorum present.

**MINUTES/ WARRANTS:** David Gerisch made a motion, seconded by Ira Allen, to approve the minutes of the November 12, 2003 meeting as written. Motion carried 5-0.

Ira Allen moved to pay all warrants presented; Bruce Smith seconded. Motion carried 5-0.

**SEWER HOOK-UP INSPECTION:** Bruce Smith said that he has been getting information, but needs more details before making any recommendations. He wants to find out about how the other town decided on the cost-sharing aspect of correcting non-compliant hook-ups. Smith feels that it's a negative aspect to ask non-offenders to help pay for those whose hook-ups need changed. The council agreed to table this until the next meeting.

**PLANNING/ZONING:** Mayor Young said that he's talked to PRIDE about forming a comprehensive plan, and Debbie Smith volunteered to help, as did Bob VonStein. He will be speaking to more clubs in January. Bruce Smith noted that one of the things Lyndon did was to survey the community, and wondered if the council should start planning to do that. Ira Allen stated that could be something for the Project Manager to organize. Allen stated that this position could be filled by a volunteer, but the council should be prepared to make it a salaried job for a short time. Allen said that there's a chance that part of this can be done by a college class as a project according to Mark Green, with the City of Topeka.

Bruce Smith asked for more information about the "Adopt a City" plan discussed last month when he was gone. Mark Green, Director of Water Pollution Control of Topeka, visited with Bob Call and Ira Allen about "adopting" Overbrook for the purpose of helping with our wastewater issues. He will be present at the January 28th meeting to go into more detail.

Allen asked the mayor if he had visited with members of the Planning Commission about being able to spend additional time on developing a comprehensive plan. The mayor said he has't as yet, but is planning to do so.

**CEREAL MALT BEVERAGE:** Bruce Smith made a motion, seconded by Jim Gates, to approve the Cereal Malt Beverage licenses for The Patch, Casey's and O'Bryhim's Thriftway for 2004. Motion carried. David Gerisch made a motion, seconded by Jim Gates, to approve the 2004 Game Machine licenses for The Patch and Conrad's. Motion carried 5-0.

**WATER/SEWER REPORT:** Marian Massoth reported that the Operation and Maintenance manual for the telemetry system is almost complete. She also has a maintenance and repair log for the same system. The mayor asked if the re-seeding has been done on the Baldwin property due to the installation of the new water line. Massoth said that Delbert Anno is planning on doing that next spring. She said that she would check the plans to make sure that everything that needs to be replaced is done in the spring. Some of the grass has re-seeded on it's own. The mayor asked Massoth to talk to Bill Baldwin about this.

Massoth said that she contacted the Pedrotti's about the polarity issue on the telemetry system. They weren't sure about it, so they contacted the manufacturer and were informed that the responder unit that turns the pumps on does have that possible issue, but that the auto-dialer wouldn't be affected by this. They don't have an automatic switch that can be installed, but they will check into it. There is a potential problem with this in the event of the phone lines being repaired or replaced.

Ira Allen asked if the manual is explicit in the details on checking the valves on the 6" line every 6 months. Massoth said this means to simply turn them off and on to make sure they work, but she can add more detail to that section. Allen also asked if the manual states what kind of batteries are to be checked and replaced. Massoth said this is covered in the manual.

Mayor Young said that the local phone service tech made it sound like a polarity-reversing device is standard, and he thinks that Pedrotti's should be expected to install it. Massoth was asked to talk to them again. Some basic training for those on the list to be notified by the auto-dialer was discussed.

Massoth said that she's working on plans and specs for the wastewater project, and should have more in January.

Jim Gates asked if she's heard anything about our grant application. Massoth said she wasn't expecting to hear until after the first of the year.

Smith asked if it would be worth the investment of doing a shot-elevation to see whether or not going downstream from our existing structure gives us an opportunity for development in the future for additional cells. There was discussion about possibilities of development that wouldn't interfere with the existing drainage. Pat Flynn with Fort Scott Community College may be able to help with these ideas.

Massoth said that the amount of money designated for the design part of the wastewater improvement plans will most likely be quite a bit higher than necessary, and suggested that the city consider having the sewer service map updated. She told the council that there were several discrepancies noted when the smoke testing was done. Smith said he would help her try to find the most current maps.

**LAW REPORT:** Chief Ed Harmison reviewed his report for the council. The report included a house fire/arson, and a house fire that started with a shortage in the kitchen stove wiring. They also transported an attempted-suicide. There were 22 citations, mostly for speeding. Court has been postponed to the 16th, so Harmison had nothing to report on revenue from fines.

Harmison showed the council pictures of the water/drainage problem on 7th Street by the school. Even though the city did some corrective work last summer, there's still standing water after heavy rains. Harmison is concerned about melting snow and ice causing safety issues this time of year. Smith said that the school was responsible for how the drains empty from the building into the street and parking areas.

Harmison also asked what the stakes at Jones Park are for. When told they were for surfacing and fencing another diamond, he said that the stakes are in the area that's being developed for the Trails Project. The mayor said he would contact Dan Brown about the matter.

Harmison also asked if the city employees will be getting bonuses this year as they have in the past.

Bruce Smith made a motion, seconded by Jim Gates, to go into executive session for 5 minutes at 7:42 pm. Motion carried; meeting was recessed. The mayor opened the meeting at 7:46 pm. No action was taken.

**MAINTENANCE REPORT:** Bob Call reported that the new water valve has been installed by the grade school. There was a sewer problem at 9th & Oak that's been fixed. He also said that he had a water break on Cedar across from the fairgrounds that's been repaired. Call said that he'd had the dump truck serviced just in time to use it. The new fire hydrant is ready to be installed whenever Goodyear is available. Call also said that he will be replacing the collapsed sewer tile by Shirley's Cafe soon. He also will be fixing a large hole in the storm drain by the Co-op soon. Call will be taking the test for Wastewater Operator on December 18th. He's also asked McKee's Pools for an estimate on doing the necessary repairs on the pool.

Smith suggested that he and Call make plans to review the water telemetry system soon. The mayor needs to do this also.

There was discussion about having the more serious cracks in the streets sealed this year. Jim Gates said he's received a new estimate from Complete Pavement Maintenance for \$3800/pallet. Brown, the owner, says it will probably take 2-2 1/2 pallets at a cost of around \$9500. Brown is willing to accept 2 payment installments. After more discussion, Rich Hamit made a motion, seconded by Bruce Smith, to accept the bid from C.P.M. for a maximum of 2 1/2 pallets to be used. Motion carried 5-0. Gates said he would contact Dennis Brown.

**TREASURER'S REPORT:** Patty Hylton reviewed the accounting reports for the council. She noted that there are some negative fund balances that will have to be reconciled by transfers from other funds at year-end. Hylton said that money from General and Water/Sewer funds can be transferred to offset negative balances in the Law and Bond funds. Hopefully, with the extra revenue that's being levied for the Law fund, this won't be a problem at the end of 2004.

The mayor also asked if the council had been thinking about raising either the water or sewer rates, or both. This was tabled until a later meeting.

**CLERK'S REPORT:** Cheryl Brown reported that the city channel is still down waiting on an adaptor for the video card cable. Hopefully this will be installed as soon as the weather permits.

Brown said that she will be gone the week of the 22nd, and Joann Call will be filling in. She also told the council that Mike Fawl has purchased the land west of the city lake, and will be having a hearing to change the zoning after the first of the year. Brown said she will be contacting the Planning Commission to get things scheduled. Ira Allen said that scheduling hearings would be easier if the Planning Commission met on a regular basis.

**COUNCILMEMBER COMMENTS:** David Gerisch gave a brief report on the seminar he attended through the League, and that other towns are having the same problems with sewer hook-ups. Most of the information presented was for larger cities, but he did get some good material on personnel policies and evaluations.

Bruce Smith made a motion, seconded by Rich Hamit, to recess the meeting to discuss matters not related to elected persons. Motion carried 5-0. The mayor called the meeting back to order at 8:46 pm. Jim Gates moved to pay employees \$25 year-end bonuses. Ira Allen seconded;

**motion carried 5-0. This would be given to Ed Harmison, Everette Dannar, Bob Call, Cheryl Brown, Mark Tomlinson and Ted Miller.**

**MISC: The council agreed by concensus that since the employees may not be able to be paid for half of their unused vacation due to fund balances, employees will not lose vacation time. The mayor wished all a Merry Christmas.**

**There being no further business before the council, Jim Gates made a motion, seconded by Bruce Smith to adjourn. Motion carried; meeting adjourned at 8:53 PM.**

**Respectfully submitted,**

**Cheryl Brown  
City Clerk**

**APPROVED: 12-29-03**