

MINUTES

CITY OF OVERBROOK

JUNE 10, 1992

MEMBERS PRESENT: J.A. Cordts, Dale Fox, Dennis Graves, Carolyn Meerian, Mark Criger

OTHERS PRESENT: Dana Wurdeman, Bruce Smith, Max Friesen, Cheryl Brown, Mildred Cannon.

The meeting was called to order by Mayor Hamit at 7:30 pm. The clerk called the roll. There was a quorum present.

MINUTES/WARRANTS: The minutes of the regular May 20th meeting were reviewed. Carolyn Meerian made a motion, seconded by Dale Fox, to approve the minutes as written. Motion carried. After some discussion of the warrant for installing lights at the pool, a motion was made by Dale Fox and seconded by Mark Criger to approve all warrants. Motion carried.

EMERGENCY NUMBERS: Dana Wurdeman was present to report to the council some of the problems she experienced with the "911" system at the time of her daughter's accident. She told the council of all the delays in how the messages are relayed from one responder to the next, and felt the community needed to be made aware of the best choices to make in an emergency situation. The council agreed and several possible solutions were discussed. Dale Fox suggested that someone from the phone company come to a council meeting for further discussion, including a direct hook-up between "911" and our first responders, and also ways to let people know the best way to get help in emergencies.

EXEMPTIONS: Mayor Hamit presented ordinances to the council that would exempt the city from the tax lid. This is necessary because of the reappraisal. Dale Fox made a motion, seconded by J.A. Cordts, to adopt Charter Ordinance 7. Motion carried. The next ordinance presented would set the tax levy maximum for the library/recreation fund. Dale Fox made a motion, seconded by Dennis Graves, to adopt Charter Ordinance 8. Motion carried.

VACATING SECOND STREET: The request for Second street between Walnut and Cedar streets to be vacated was again discussed. Carolyn Meerian made a motion, seconded by Mark Criger, to adopt Ordinance 174 which would vacate Second Street between Walnut and Cedar Street. Motion carried.

MAINTENANCE REPORT: Bruce Smith reported to the council on the drainage box project at Northbrook. While he had a hole dug, Dick Wells expressed that he'd like to go ahead with what had been decided at the August meeting. Wells had given an estimated cost to be shared with the city, \$1,281.17 total. There was some discussion as to how much of the work the city had done and what costs would be included in the city's share. The council agreed by consensus to wait until Northbrook sent a bill for a final decision on how much to pay.

Smith reported that Don Keim had fixed the underwater lights at the pool, but there are no above ground lights. The old ones had been removed at the time the electricity was removed from the fence. Keim gave an estimate of \$834.35. After some discussion, the council asked Smith to check into installing the lights himself.

Smith told the council that well #4 has been acidized, and after flushing and re-testing, it is ready to go again. Also in regard to the city's request of more water from the Rural water district, John Butel indicated the city could

receive more water. After some discussion as to how much more the city needs the council agreed by consensus to write a letter to the Rural water district requesting 120 gallons/minute.

SEWAGE DUMP STATION: Bruce Smith reported to the council a request for the city to consider a dump station he located at the fairgrounds had been made to him. The council agreed by consensus that the city not provide a dump station since there are several available at near-by lakes.

MISC: Smith told the council the prices of generators that he had confirmed. There was some discussion as to the need for one. Smith told the council that there are times when he's working on leaks, etc. and needs extra light. It was also pointed out that the police department might have a need for one at times. Mark Criger made a motion, seconded by Carolyn Meerian, to authorize the purchase of a generator. Motion carried. J.A. Cordts requested that it be purchased locally.

Smith reported to the council that he had Osage City sewer department come to clean out the sewer line by Don Hylton's house, and questioned if Hylton should be billed for the work, or at least part of the cost. Smith said that he has had the Osage City crew come for other areas, but as yet has not been billed. The council agreed by consensus to table the decision until the city receives a bill.

STREET SIGNS: Several council members reported that the condition of some of the signs around town is not good. Smith said new signs have been delivered and will be installed as soon as possible.

FIRE SIRENS: The clerk reported that the new sirens have been ordered. The cost will be \$9,734, with the city being reimbursed \$7300. They should be here in about six weeks. Tentative locations are on each water tower and the present siren will be moved to the Northbrook area. A representative from the company will be coming to advise on the best locations.

SWIM PARTIES: Mark Criger brought up whether or not to have pool parties until the lights are completely installed. The council agreed that the supervisor should schedule only daylight parties.

POOL SALARIES: Mark Criger reported that he felt that the manager and assistant manager should be paid a higher wage than was decided in March. He said he felt that since the personnel have experience, they should be paid accordingly. After some discussion, Mark Criger made a motion, seconded by Carolyn Meerian, to pay the manager and the assistant manager \$5.00 per hour. Motion carried. Criger reported that everything seems to be going fine.

MISC: Sprucing up some of the buildings along Maple street was discussed. The council agreed that this is something that the individual owners need to take care of.

Dennis Graves reported to the council that he as the liaison to the police department, would be working closely with Chief Dean on some of the crime and drug problems.

EXECUTIVE SESSION/ANNUAL SALARY REVIEW: At 9:00 pm J.A. Cordts made a motion seconded by Carolyn Meerian, to go into executive session for an hour and fifteen minutes. Motion carried. At 10:15 pm the meeting was called back to order. Dale Fox made a motion, seconded by Carolyn Meerian, to approve salary increases as discussed. Motion carried.

MISC: The mayor wanted it be on record that the council wanted Bruce Smith to make cleaning drainage ditches a matter of priority, and also the training of the assistant clerk to be able to fill in for the clerk when necessary.

1992 BUDGET CHANGES: The clerk stated that she felt the levy should be raised for the recreation budget. She reported that this hasn't been done in several years, and there's never any money left over for the park after the pool's expenses are settled. She also said the bond and interest levy will most likely go down. Dale Fox made a motion, seconded by Mark Criger, to raise the levy by 1 mill. Motion carried with 3 ayes and 2 nay's.

MISC: Carolyn Meerian wanted the ordinance on limiting the number of cats clarified. The clerk told the council that ordinance does not allow more cats under any grandfather clause. Law enforcement will be responsible for the enforcing of the ordinance.

Dale Fox made a motion to adjourn the meeting at 10:35 PM. Mark Criger seconded. Motion carried. Meeting was adjourned.

Respectfully submitted,

Cheryl L. Brown
Assistant Clerk

APPROVED; _____

MINUTES

City of Overbrook

May 20, 1992

Members Present: J.A. Cordts, Dale Fox, Dennis Graves, Carolyn Meerian, Mark Criger.

Others Present: Colleen Babbitt, Ira Allen, Duane and Lois Shuck, Max Friesen, Jack Jones and Mrs. Jones, Bruce Smith, Ron Dean, Gary Wacker, Cheryl Brown, Millie Cannon.

The meeting was called to order at 7:30 PM by Mayor Hamit. The clerk called the roll. There was a quorum present.

MINUTES/WARRANTS: The minutes of the regular meeting of April 8 were reviewed. A motion was made by J.A. Cordts, seconded by Carolyn Meerian, to approve the minutes as written. Motion carried 5-0. A motion was made by Carolyn Meerian, seconded by Mark Criger, to approve the minutes of the Vann property condemnation hearing of April 8, 1992 as written. Motion carried 5-0. The minutes of the special council meeting of March 23, 1992 were reviewed. A motion was made by Mark Criger, seconded by Dale Fox, to approve the minutes as written. Motion carried. Warrants 7647 through 7709 were presented for payment. Carolyn Meerian made a motion, seconded by Dennis Graves, to approve all warrants. Motion carried 5-0.

ANIMAL SHELTERS: Jack Jones from the Dept. of Animal Health, was present to provide information and literature regarding the holding of animals picked up by the city. Jones assured the council that his office is working with third class cities concerning the regulations, and if the city is willing to build the appropriate temporary shelter, his office will hold off enforcing the first class city rules. He also assured the council that his office is willing to assist in any way needed.

KENNEL ORDINANCE: The present kennel ordinance was discussed in regard to the animals named in the ordinance. After some discussion, the council agreed to strike the word "dog" and insert the word "animal". A motion was made by Carolyn Meerian and seconded by J.A. Cordts, to approve Ordinance 172 which amends Ordinance 101 to read "animal" rather than "dog". Motion carried 5-0.

STREET SURFACING BIDS: Mayor Hamit opened sealed bids from Shears Sons, Hi Plains Sand Co., and LRM, Inc. Dale Fox made a motion, seconded by J.A. Cordts, to approve the low bid from Hi Plains Sand Co. Motion carried 5-0.

VACATE STREET EASEMENT: Duane and Lois Shuck were present to request the street easement for Second Street between Walnut and Cedar be vacated. After some discussion about procedure and results, the council agreed by consensus to vacate Second Street from Walnut to the alley. This will be done by ordinance.

POOL SUPERVISOR: Colleen Babbitt was present to report to the council as to status of the pool. She hired three guards--Carrie Walquist, Anne Dale, and Karrie Land--and presented the council with a request to replace several items that are needed for safety purposes. The council agreed by consensus that these things should be replaced. Babbitt suggested the admission charge be changed to Preschool/50c; K-12/1.00; Adults/1.00. The council agreed by consensus. Babbitt also inquired about the possibility of private pool parties. Bruce Smith reminded the council of a problem with the underwater lights. The council asked Smith to check with Don Keim about fixing the lights so that parties could be held after regular hours. Council

MAY 20, 1992

also decided that the pool closing because of bad weather or other circumstances should be left up to the supervisor. Family season passes at other pools are to be checked out by the clerk.

INSURANCE BID: Mayor Hamit read the bids for insurance for the wells and lift stations. The bid from Citizens' Insurance Services for \$619.00 was the low bid. Mark Criger made a motion, seconded by Dale Fox, to accept the bid from Citizen's Insurance Services. Motion carried 4-0 with J.A. Cordts abstaining. Mayor Hamit read a letter to Employees Mutual Ins. Co. from the city that would name Community Insurance Services to be our agent of record in order to be able to quote Employee Mutual prices on future coverage. A motion was made by Dennis Graves, seconded by Dale Fox, to sign and send this letter to Employee Mutual naming Community Insurance Services to be the City's agent of record. Motion carried.

INCOMPATIBLE OFFICES: Police Chief Dean informed the council that as long as a council member does not receive pay, that member can be commissioned as a law enforcement officer. This is according to the Attorney General's office. Dean also updated the council concerning safety requirements for law and EMT's in regard to hepatitis B and the AIDS virus.

ANIMAL CONTROL OFFICER: The need for a part-time animal control officer was discussed. The council agreed by consensus to hire someone on a trial basis to work 60 hours/month. The job would pay minimum wage and be reimbursed for mileage. A motion was made by Dennis Graves, seconded by Mark Criger, to hire a part-time animal control officer who would be under the jurisdiction of the police department. Motion carried.

MISC: Bruce Smith reported to the council that well #4 has been acidized, and will be re-tested by the state. Smith told the council that Ron Dean, Jr. is to be his summer helper. He also reported a problem with a buried gas tank leak on the property of George Maichel, Sr. The state requirements have been or will be met. The possibility of buying more water from Rural Water District #5 was again discussed. Smith was instructed to check with Kramer Engineering about what's needed as far as pumps and water lines are concerned to handle more supply.

FIREWORKS: Dale Fox reported to the council that there won't be a fireworks display this year due to lack of interest. He said the CIC seemed to be the only group willing to help, and he was reluctant to go around asking for help. The high cost of the insurance plus the cost of the fireworks require donations from a lot of people. The clerk said she would take the necessary steps to cancel the insurance.

EMPLOYEE APPOINTMENTS: The following employees were reappointed:

Dale Fox made a motion to reappoint Ron Dean as Chief of Police. Mark Criger seconded. Motion carried.

Dennis Graves made a motion to reappoint Bruce Smith as Maintenance Supervisor. Carolyn Meerian seconded. Motion carried.

Dale Fox made a motion to reappoint Mildred Cannon as City Clerk. Mark Criger seconded. Motion carried.

Carolyn Meerian made a motion to reappoint Cheryl Brown as Assistant Clerk. Mark Criger seconded. Motion carried.

Dennis Graves made a motion to reappoint Max Friesen as City Treasurer. Carolyn Meerian seconded. Motion carried.

Dale Fox made a motion to reappoint Larry Coursen as Municipal Judge. Dennis Graves seconded. Motion carried.

Carolyn Meerian made a motion to reappoint Ed Harmison as Deputy Law Enforcement. Mark Criger seconded. Motion carried.

Dale Fox made a motion to reappoint Billy Warrington as Deputy Law Enforcement. Mark Criger seconded. Motion carried.

LIBRARY BOARD: Mayor Hamit recommended Gary Anderson to be appointed to the library board in place of Dana Wurdeman. Dale Fox made a motion, seconded by Mark Criger, to appoint Gary Anderson to the Library Board. Motion carried.

LACK OF QUORUM: Dale Fox made a motion, seconded by Dennis Graves, to adopt Ordinance 173 which would set the time of regular council meetings, and make provision for circumstances when there is not a quorum at regular meetings. Motion carried.

Dale Fox made a motion to adjourn the meeting. Mark Criger seconded. Motion carried. The meeting was adjourned at 10:30 PM.

Respectfully submitted,

Cheryl L. Brown
Assistant City Clerk

APPROVED _____

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All audit firms agreed they would have the audit finished and the report back to the City by June 30. During the discussion, it was noted basically everyone does the audit the same, they are all governed by generally accepted audit standards and the Kansas Minimum Standard Audit Program. Greenfield noted he felt the other audit firms would need to be trained and that his company was already familiar with Overbrook's books. Mr. Singleton noted his company has experience in the audits of cities plus his firm had audited the City of Overbrook from 1962 thru 1987. Mr. Long also said his firm has audited many municipalities and also does the audit for Santa Fe Trail USD 434. Dennis Graves made a motion that the council approve the bid from Rogner & Button, lowest bidder. Mark Criger seconded the motion. Motion carried. Dale Fox and J.A. Cordts registered their displeasure with the audit not being given to a local person. Mark Criger noted that Greenfield's office is not in Overbrook. It was also noted that Greenfield has opened another office in Olathe. Criger said he did not consider the business as local in these instances. He also noted that the council can only go so far when you are dealing with local people, and that a \$1350 spread was too much to explain to the tax payers.

INSURANCE BIDS: J.A. Cordts excused himself while the council reviewed the insurance bids. Mayor Hamit opened the bid from Community Insurance Service - general liability \$3161, public officials errors and omissions liability \$1954 and Law Enforcement Liability \$2,082 for a total of \$7197. He then opened the bid from Citizens Insurance Services (the company that purchased Friesen, Wilhite Insurance) for various city buildings, in the amount of \$619. It was noted the bids were not for the same insurance coverage. (clerks note: the bid requested was for city buildings only, inasmuch as the insurance carrier had changed) The council decided to go ahead and honor both bids since the insurance premium date would be due before the next council meeting. Dale Fox made a motion, seconded by Carolyn Meegren to accept both bids. Motion carried. Scott Thompson, Citizens Insurance suggested compiling all the city's insurance to come due at one time. He said his carrier, Employers Mutual had a municipal package that would all come due April 1, and that they had 90% of the cities in Kansas. He said they could start working on it around the first of next year. In reference to the liability insurance, Mark Criger questioned the coverage for Emergency Medical Technicians. Max Friesen said the EMT's are covered through the policy with the Osage County Fire Dist#4. (clerks's note: The EMT's who are employees of the city do not work as EMT's for the city, they automatically are volunteer firemen) In reference to the insurance that Citizens Ins. Svc. bid on, Max Friesen noted that his agency used Hartford but Citizens did not. He also noted the policies his agency had that had been transferred to Citizens were buildings and fire policies, pumps and water towers, and employees bond. He said the policies the Cordts/Hylton Agency, now Community Ins. hold are liability, auto, workman's comp, tractor and backhoe. He said they always been separate.

ANNEXATION; Mike Musick and ~~Mike~~^{MYRT} Prim were present to discuss the possible annexation of a piece of property south of the city limits between NAPA and the American Legion. They said at this time they would like to put in a car wash. They were concerned about being able to obtain sewer and water. The council agreed all they had to do was present the city with a letter requesting annexation and also give the city a legal description. Musick also wanted to know if the water line crossing the property to the American Legion Hall could be moved to the edge of the property. The council said it was a private water line and Musick would have to discuss it with the Legion. Musick also asked about zoning. It was agreed that inasmuch as the area was zoned business, that the new property would also be zoned business. The council agreed by consensus that annexation would be desirable and they would welcome the new business. Musick was instructed to get together with the clerk to make sure everything was done right. They were thanked for coming and left the meeting.

POLICE REPORT; Ron Dean requested no parking signs in specific areas around the grade school and possibly at the middle school, to accommodate the school bus traffic. He said not too long ago there was a bus/car accident because there were vehicles blocking their view. Dean presented pictures to the council showing the problem. There was some discussion in relation to whether the no-parking should be all day during school hours or just at specific times. The council agreed the parking should be restricted from 7:45 am to 3:30 pm on school days. After more discussion, Dennis Graves made a motion to install the signs as requested by the police chief. Dale Fox seconded. Motion carried.

Dean requested permission to purchase a 22 rifle. He said he did not have one right now and inasmuch as he has had to destroy so many coons, skunks and possums, he really needs one. He said he had found one for \$50. The council agreed by consensus that it would come out of the law fund and with the rabies problem and having to destroy so many apparent rabid animals, it would be a good idea.

J.A. Cordts requested Dean to install a new yield sign on the west side of the grade school. He said it was all faded out. Dean said he would take care of it.

Mayor Hamit commended Dean for his quick response to the accident at the corner of Fourth and Oak.

SWIMMING POOL EMPLOYEES; Mayor Hamit reported an ad had been placed in the local paper for a Manager/supervisor for the pool. It was noted as stated at the February meeting it was important to have an adult at the pool. There was a lengthy discussion concerning duties and pay. It was decided since the clerk could not be here tonight it might be advisable to call a special meeting to discuss the details. It was agreed to do away with the "basket-person".

Mayor Hamit asked Mark Criger if he would agree to be the liaison between the pool employees and the city inasmuch as he has had experience in managing a pool. It was also agreed that Mayor Hamit, Mark Criger and Carolyn Mcorian would do the interviews.

AFTER PROM PARTY DONATIONS: Mayor Hamit read a donation request from Santa Fe Trail High School/After Prom Committee. It was noted that the city had historically donated \$100. Dale Fox made a motion, seconded by Mark Criger to donate \$100 to the High School After Prom Party. Motion carried.

WATER REPORT: In Bruce Smith's absence Mayor Hamit brought the council up to date in reference to some of the details in reference to rusty water etc. He reported well #4 was not being used at this time since it appears to be the rust culprit. Smith left a letter to the council reviewing the problem and hopeful solutions. He said the State's options for the city were pig out the water lines (apparently Bruce did not feel the lines were sufficiently plugged to be a problem); use wells 3 and 4 as little as possible and the RWD as much as possible. Smith noted the problem with that is the only time we get complaints about the foul smell in the water is when we use the RWD. He noted we could add chemical to #4 but the guidelines for buildings in Douglas County are so stringent that we really don't have room to put a building up. Dale Fox said he was against adding chemical if there was any other way. He suggested until we can find a permanent solution, regular flushing would be in order.

SWIMMING POOL REPAINTING: Smith's note also discussed the fact that a decision has to be made soon in reference to repainting the swimming pool. He wanted to know if the council wanted him to do it or hire it done again. He noted if the city did it themselves, it would cost around \$7,000 for epoxy and \$3000 for rubber (if rubber is used - it would have to be sand blasted). The matter was tabled until the special meeting when Smith would be available to talk about it and would have some more prices.

WATER DEPT SUMMER HELP: Smith wanted to know if the city wanted to hire another summer helper this summer. He noted last year the person was hired to basically do mowing. One council member said he thought the person was hired to help clean out drainage ditches. Another member thought he was supposed to install valve extensions but as yet they are not done. Someone questioned if the employee worked full time. Mayor Hamit said he was supposed to work 40 hrs per week. (clerk's note: the employee had several prior plans where he was gone from Overbrook for several weeks and also had a several week bout with the flu. He did not work 40 hours any given week.) It was suggested that Smith present a list of items he would like a temporary employee to accomplish. The subject was tabled to the April meeting when Smith would be available to answer questions.

FIREWORKS; Dale Fox reported he would be meeting with the fire department next week to go over some fund raisers for the pending fireworks display. He said he hoped they could earn enough money to make sure the celebration would be bigger and better. He said he would report to the findings to the council.

ADJOURNMENT: Dale Fox made a motion, seconded by Mark Criger to adjourn the meeting. Motion carried. The meeting was adjourned at 10:00 PM.

Respectfully submitted;

Mildred J. Cannon, City Clerk

Cheryl L. Brown, Asst. Clerk

APPROVED: _____

MEMBERS PRESENT:

J.A. CORDTS
DENNIS GRAVES

CAROLYN MEERIAN
MARK CRIGER

MEMBERS ABSENT:

RICHARD HAMIT
DALE FOX

OTHERS PRESENT:

RON DEAN
BRUCE SMITH
MAX FRIESEN

CHERYL BROWN
MILLIE CANNON

The meeting was called to order by J.A. Cordts, president of the council in the absence of Mayor Hamit at 7:30 PM. The clerk called the roll. There was a quorum present.

MINUTES-WARRANTS: The minutes of the January 8, 1992 regular meeting were reviewed. Dennis Graves made a motion, seconded by Carolyn Meerian, to approve the minutes as written. Motion carried. 4-0. Warrants 7480 through 7540 were presented for payment. Following discussion of the Greenfield billing, and why tires for the police car were purchased from outside the city, Dennis Graves made a motion, seconded by Carolyn Meerian, to approve all warrants as presented. Motion carried. 4-0.

HOUSING AUTHORITY: Council president Cordts asked that Cliff Fischer be reappointed to the Housing Authority board. Dennis Graves made a motion, seconded by Mark Criger, to reappoint Cliff Fischer to the Housing Authority board for a four-year term. Motion carried. 4-0.

CONDEMNATION OF PROPERTY: Council president Cordts reported that Bruce Smith, acting as building inspector, had examined the property at 902 Maple in response to a complaint from a citizen regarding its safety. Police Chief Dean had pictures for the council to examine. Smith recommended the property be condemned. Council president Cordts read the resolution to the council regarding the condemnation of the property at 902 Maple, and then read the building inspector's report. Dennis Graves made a motion, seconded by Mark Criger, to approve the resolution. Motion carried. 4-0. Date for the hearing was set for April 8, 1992, 8:00 PM at the Overbrook City Hall. The clerk reviewed legal requirements concerning notices and publications. The council also instructed Smith to inspect the property at 405 W. Market.

LAW REPORT: Police Chief Dean reported to the council that due to the current rabies outbreak some animals have had to be destroyed in town; however, he said he thought the situation was leveling out. EXECUTIVE SESSION: Carolyn Meerian made a motion that the council go into executive session for 10 minutes to further discuss the problem. Dennis Graves seconded the motion, motion carried 4-0. Meeting was called back to order by Council president Cordts at 7:50 PM.

WATER-SEWER REPORT: Bruce Smith reported a problem with the sewer by the Davis locker plant. He said this has happened two or three times since the sewer mains were switched on the south end of town. Smith said this could be caused by the plant being on the dead end, and not enough water flow. Smith said he has been adding chemicals and flushing the line, and is going to try speeding up this process. After some discussion, the council requested Smith to check into the regulations regarding the city's and the owner's responsibilities.

Bruce Smith reported he is almost finished with the water line at the Bob

Shepard project, and feels he will be done in a few more days. He said that Emerson Construction had been there two or three weeks ago to finish smoothing out the dirt work. The clerk reported the city hadn't received the last draw from the engineer.

Council president Cordts asked about the problem at the Goodyear residence. Smith reported that the Osage City Sewer Dept. had come with their equipment and did a thorough job of flushing out the line. He wasn't sure what caused the problem as nothing was seen coming down the line. Smith said his maps didn't show a cleanout on the line. Max Friesen said he didn't know of one being there, but would check to see if he had a map that show one way or the other. Smith recommended one be put there if none is found.

SWIMMING POOL: Smith asked if the council wanted to discuss painting the pool as it is going to need it this year. He said it had only been two years since the last time, but it didn't look very good at the end of the season. Smith suggested he do some checking on materials and what has to be done in order for the city to do the painting, rather than hire someone. Councilman Graves said maybe the Betterment committee or the C.I.C. would be willing to help line up volunteer labor with the city furnishing the materials. After more discussion, Smith was instructed by the council to check on what needs to be done and costs of the materials and report back at the March meeting.

MISC: Carolyn Meerian asked if the city had received a note from the After-Prom party committee. The clerk reported the note had come, and in the past the city made a donation in March, but the matter could be acted upon tonight. Meerian was satisfied with the action being taken at the March meeting.

HISTORICAL LANDMARK: Councilperson Meerian reported she had been approached by some building owners within 500 ft radius of City Hall who were concerned about being allowed to remodel their businesses in the future. The clerk pointed out those restrictions of applying to the Historical Society apply only to those buildings that are 50 or more years old and have not been substantially altered. She stated she had been concerned that there would be some confusion as a result of some of the wording in a flier that had been circulated. The clerk stated there doesn't appear to be any buildings that would be subject to the restriction. Meerian stated she just didn't want business owners discouraged from making improvements.

MISC: Council president Cordts reported he had received some information regarding a state grant, different from the Jones Fund. He thought maybe the city could use it some way for recreation. The matter was tabled to a later date.

SWIMMING POOL: Councilperson Meerian reported that someone had expressed an interest in managing the pool. The clerk asked about taking applications. After much discussion, the council decided an ad should be placed in the paper, advertising for a responsible person who could be at the pool when it's open. The clerk was instructed to check with other towns about salary and job descriptions. Mark Criger made a motion, seconded by Carolyn Meerian, to place the ad in the paper. Motion carried. 4-0

FIREWORKS: Carolyn Meerian asked if anything had been started in regards to the fireworks display for July 4th. The clerk stated she thought there was money left from last year. Since Dale Fox, who had served as liaison, was absent the matter was tabled until later.

MISC: Council president Cordts was asked if there has been any progress in the search to replace Dr. Ruble. Cordts said there had been some response, but nothing definite at this time.

ADJOURNMENT: Dennis Graves made a motion, seconded by Carolyn Meerian, to adjourn. Motion carried. 4-0 The meeting was adjourned at 9:10 PM.

Respectfully submitted,

Cheryl L. Brown,
Ass't City Clerk

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Motion carried.

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the firm's reputation. The firm's reputation is a valuable asset that can be damaged by unethical behavior. Therefore, the firm's reputation is a key factor in the decision-making process. The firm's reputation is a key factor in the decision-making process.

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10.14.92

MEMBERS PRESENT: Carolyn Meerian, Dennis Graves, Mark Criger, Mayor Richard Hamit.

OTHERS PRESENT: Terry Toleffson, Mo Dennis, Lorne Anderson, Don Dalquist, Gary LaDuke, Max Friesen, Duane Stout, Charyl Brown.

The meeting was called to order at 7:30 PM by Mayor Hamit. The assistant clerk called the roll. There was a quorum present.

The minutes of the July 8, 1992 meeting were reviewed. Carolyn Meerian made a motion seconded by Mark Criger, to approve the minutes as written. Motion carried. Warrants #7835 through #7923 were presented for payment. Councilperson Meerian questioned warrant #7923 to Patty Hylton. The assistant clerk explained that Hylton was helping with the computer reports in the absence of the clerk. Dennis Graves made a motion which was seconded by Carolyn Meerian to approve the warrants as presented. Motion carried.

"911"--United Telephone: Douglas County Undersheriff Dalquist and Sheriff Anderson were present to explain their part in the "911" system currently, and also future plans. Terry Toleffson from United Telephone explained that at the present time there was no way to separate Douglas county from Overbrook due to the "665" prefix for some Douglas County residents. The system is to be upgraded by November 13. He explained that at some time in 1993 Osage county will lose the 911 service because of switching. Councilman Criger questioned why the Fire District First Responders couldn't have a direct hook-up to the "911" number. It was explained that due to the switching, Osage county calls go to Douglas county, but Southwestern Bell could provide the selective routing if someone pays for the circuit. Osage county is now in the mapping stage. After more discussion, the council agreed by consensus that the best course of action for Overbrook and surrounding area in Osage county would be to call the First Responder number, 665-7473. Methods of re-educating the public were discussed. Mr. Dennis from United Telephone said the phone company would help in that area, either by an insert in the phone bill, or other means. Douglas county personnel assured the council that they would assist in all emergency calls that came to them. The council thanked all for coming.

BUDGET HEARING: Inasmuch as the budget hearing was held August 12, 1992 at 8:00 PM and that no one was present to oppose, the budget was approved by the council. Treasurer Friesen explained the mill levy had been raised by 1 mil in the Recreation fund, making a total increase of 2.3 mills. After discussing various funds and future plans, Dennis Graves made a motion seconded by Mark Criger to approve the proposed 1993 budget. Motion carried.

DISPOSAL STATION: Duane Stout was present to request the city consider the possibility of putting in a dump station somewhere on the fairgrounds. Mark Criger made a motion, seconded by Carolyn Meerian, that the city put in a dump station at the fairgrounds with the Fair Board furnishing the materials. Motion carried.

CITY REPORT: The assistant clerk reported that the county appraisers office was encouraging all cities to use a uniform building permit, and would bring it before the council when more information is available. She also reported on a letter the city had received from an Osage county Artist & Craftsman group wanting to promote Osage county in a big way for the Christmas shopping season. Carolyn Meerian agreed to look further into the matter.

CONNECTING LINKS: Dennis Graves made a motion to sign the agreement with the county concerning the money to be paid to the city by the county in the amount of \$332.00. Carolyn Meerian seconded the motion. Motion carried. This agreement concerns the .8 mile of Maple Street.

NOTICE: Mayor Hamit read a letter from Millie Cannon explaining why she is no longer able to perform the duties of City Clerk, and how much she had enjoyed her job and the mayors and councils over the past 12 years. Carolyn Meerian made a motion to accept the letter with regrets. Mark Criger seconded, and the motion carried. Plans for recognizing Millie's service to the city were discussed with the assistant clerk to act as overseer.

MISC: Dennis Graves brought up the problem of low hanging branches over the streets. This is a real problem with large trucks and school buses. After some discussion of the tree ordinance, it was decided that Graves and one of the law officers would make a list of property owners to be notified. Mark Criger reported that there might be a state law regulating maintaining bus routes, and would look into it further.

Mayor Hamit read a letter from a property owner west of town wanting to know if there had been some interest in annexing her property. The council was not aware of any such interest at this time.

SOLID WASTE COMMITTEE: The county commissioners have formed a committee to handle this concern and have asked that each city appoint one person to serve. The matter was tabled until all the rules could be researched, especially in regards to living within the city limits.

POOL: Mark Criger reported that the pool would be closing on August 23. He thought everything had gone very well this year as he had had no complaints from citizens or employees. The ass't clerk reported that the girls had done a good job with the deposits.

CROSSWALKS: Bruce Smith was asked by Carolyn Meerian to re-mark the school crosswalks, and also to get up any new signs around the schools.

EXECUTIVE SESSION: Carolyn Meerian made a motion, seconded by Mark Criger to go into executive session at 9:05 pm for 20 minutes to discuss matters concerning a non-elected employee. Motion carried. The meeting was called back to order at 9:25 PM by Mayor Hamit. The position of city clerk was discussed. Carolyn Meerian made a motion, seconded by Dennis Graves, to appoint Cheryl Brown as city clerk. Motion carried. Salary and office hours were then discussed. Mark Criger made a motion, seconded by Carolyn Meerian to offer a raise of \$.50 per hour. Motion carried, with the raise to be effective August 1. It was decided to put an ad in the paper for an assistant clerk, with the deadline being September 1. Interviews are to be conducted by the Mayor, Carolyn Meerian, and Cheryl Brown. At this time Mayor Hamit administered the oath of office of city clerk to Cheryl L. Brown.

KPERS: The council agreed by consensus to name Cheryl Brown as designated agent for the KPERS retirement program.

Mark Criger made a motion seconded by Dennis Graves to adjourn the meeting at 9:50 PM. Motion carried.

Respectfully submitted,

Cheryl L. Brown, Clerk

10-14 92

MEMBERS PRESENT:

J.A. Cordts
Dale Fox

Carolyn Meerian
Mark Criger

OTHERS PRESENT:

Jim Long
Ron Dean
Max Friesen

Bruce Smith
Cheryl Brown

The meeting was called to order at 7:30 p.m. by J.A. Cordts, president of the council, in the absence of Mayor Hamit. The assistant clerk called the roll. A quorum was present.

MINUTES: The minutes of the June 10, 1992 regular meeting were reviewed. Carolyn Meerian made a motion, seconded by Mark Criger, to approve the minutes as written. Motion carried.

WARRANTS: Warrants No. 7710 through 7762 were presented for payment. Dale Fox made a motion, seconded by Mark Criger, to approve all warrants. Motion carried.

WATER DEPARTMENT REPORT: Bruce Smith reported on the problems of dirty water over the July 4th weekend due to the restarting of Well #4. Well # 5 also has had some repairs, but is now back in service. Smith reported that a half dozen or so hydrants in town don't shut off. Council agreed by consensus that they should be replaced.

Smith told the council of problems of noise in the water lines at the Mark Daniels residence. They experience vibrations and noise occasionally with no apparant reason. They are to let him know when this occurs to see if the problem can be solved.

Smith also reported that the pool is going through soda ash at about the same rate as last year. Council persons Fox and Cordts said that this had happened in the past also.

AUDIT REPORT: Jim Long of Bogner & Button was present to review the audit of the city's financial statements for 1991. He pointed out to the council that the expenditures in the Water/Sewer fund were more than the income, and the council might want to consider ways to offset this in the future. The report also stated that both positions in the office should be interchangeable. Mark Criger made a motion, seconded by Carolyn Meerian, to accept the audit report as presented. Motion carried. The council thanked Mr. Long for his presentation. Mr. Long left at 8:25 pm after expressing an interest in preparing the 1992 audit.

POLICE REPORT: Chief Dean reported that Sgt Diane Wiscombe, the animal control officer, seems to be working out really well. She's working a regular schedule plus as needed. Several animals have already been caught, and people have noticed her, and a few are getting licenses.

Chief Dean told the council that he was working on a problem with a junk car at O'Bryhim's trailer court.

Dean also asked the council if he could have an extention on his vacation, as he was unable to take all he needed to before June 30. The assistant clerk said she had the same problem. After some discussion, the council agreed by consensus to extend the deadline and asked Dean and Brown to give an official written request.

MISC: Carolyn Meerian asked about the old van out by the sewer ponds. Chief Dean said that it belonged to the Fire Department, and that they use it for training purposes. The possibility of moving it out of sight was discussed.

The assistant clerk read a thank you note from Judd Hummel who had won a prize at the SFT AfterProm party.

Councilmember Criger brought up the subject of tree limbs and what people can do after storms. The assistant clerk said that if they are three-foot long and bundled, the Osage Waste people will pick them up, otherwise there is no official dumpsite. Chief Dean said that yard waste can be burned legally. The problem of tree limbs hanging down over the streets was discussed.

EXECUTIVE SESSION: J.A. Cordts made a motion to go into executive session for 30 minutes to discuss personnel matters, not relating to an elected position. Carolyn Meerian seconded the motion. Motion carried. The meeting was called back to order at 8:30 pm.

911: The assistant clerk reported that a person from United Telephone and also someone from the Lawrence dispatch office will be here for discussion at the August meeting.

Dale Fox made a motion, seconded by Mark Criger, to adjourn the meeting at 9:25 p.m. Motion carried.

Respectfully submitted,

Cheryl L. Brown
Assistant City Clerk

APPROVED: _____