

**MINUTES
COUNCIL MEETING
CITY OF OVERBROOK, OVERBROOK CITY HALL
401 MAPLE STREET
May 8, 2019**

<p>CALL TO ORDER, ROLL CALL (A)</p>	<p>Mayor Jon Brady called the May 8, 2019 Council Meeting to order at 7:05 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas. Mayor Jon Brady – present Council Members: Carol Baughman – present Joanne Allen – present Tammy Metzger – present David Penrod – present Cheryl Miller – present Others present: Jim Koger Cathy Sowers</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: Agenda reviewed. Add an executive session to G.4 to talk about non-elected personnel. Motion: I move to approve the agenda as amended. Moved: Tammy Metzger, Joanne Allen Motion Carried (5-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1. Minutes – 4/10/2019 Regular Council Meeting Minutes, 4/25/2019 Work Session Notes C.2. Warrants C.3. Request to Shred City Documents C.4. Planning Commission Report P&Z minutes C.5. Zoning Administrator Report C.6. Housing Authority Board Report C.7. Water Distribution System Report C.8. Council Work Order List C.9. Library Board Report C.10. Law Department/Animal Control Report C.11. Code Compliance Report C.12. Maintenance Department Report C.13. City Clerk Report C.14. OPR Director Report C.15. KS One Call Proxy Vote</p>

	<p>Motion: I move to approve the Consent Agenda as written. Moved: Joanne Allen, Carol Baughman Motion Carried (5-0)</p>
<p>SPECIAL REPORTS: Josh and Ben Kramer KDHE SRF loan</p>	<p>Discussion: KDHE SRF loan – The Kramers are working with Jim Koger on budget numbers and working with Phil Fishburn to get the numbers together; Town Hall Meeting- June 5 at 7:00 pm at the library; Public Hearing June 12 at 7:00 pm at City Hall at the next Council Meeting; Developing phases for the water/sewer project. LMI surveys will begin the week of June 13. Ask the public to please respond to the surveys.</p>
<p>PUBLIC COMMENTS: (E.)</p>	<p>none</p>
<p>UTILITY BILLING ACCOUNT HEARINGS (F.)</p>	<p>Discussion: Utility Billing Hearings Report</p> <p>12 accounts are scheduled for shut-off Payment plans were presented for the following accounts: Account# 161000 Account# 270500 Account# 781000 Account# 794000</p> <p>Motion: I move to accept the payment plans as presented Moved: Tammy Metzger, Carol Baughman Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS (G.1)</p>	<p>Discussion: Treasurer’s Report presented. Audit process started today.</p> <p>Motion: I move to approve the Treasurer’s Report as presented. Moved: Joanne Allen, Tammy Metzger Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM (G.2)</p>	<p>No action items</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEMS (G.3)</p>	<p>Discussion: Backhoe Repair: Torque Converter: estimate repair \$4,000 to \$5,000.</p> <p>Motion: Repair the backhoe Moved: David Penrod, Joanne Allen</p>

	<p>Motion Carried (5-0)</p> <p>Discussion: Ottawa Co-op South Lot repair.</p> <p>Motion: Get estimates. If estimates are \$5000 or under, fix it. If not get additional council approval</p> <p>Moved: David Penrod, Tammy Metzger</p> <p>Motion Carried (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: (G.4)</p>	<p>Discussion: Water Distribution Project: includes project, well repairs: West Tower inspection completed- overall in good condition.</p> <p>Motion: I move to approve the payment of the McGuire Iron Inspection invoice.</p> <p>Moved: Carol Baughman, Tammy Metzger</p> <p>Motion Carried (5-0)</p> <p>Discussion: Review for approval: Easement from Casey's General Store for walkway</p> <p>Motion: I move to approve the walkway easement at the old Casey's General Store, 200 W 8th Street</p> <p>Moved: Carol Baughman, Joanne Allen</p> <p>Motion Carried (5-0)</p> <p>Discussion: 2-year Liquor License Renewal TJ's Main Street Grill</p> <p>Motion: I move to approve the 2-year Liquor License Renewal for TJ's Main Street Grill if all of the requirement are met.</p> <p>Moved: Tammy Metzger, Joanne Allen</p> <p>Motion Carried (5-0)</p> <p>Discussion: Re-Appointment of Non-Elected Personnel</p> <p>Motion: I move that we re-appoint the list of non-elected personnel presented by the City Clerk.</p> <p>Moved: Tammy Metzger, Carol Baughman</p> <p>Motion Carried (5-0)</p>

	<p>Discussion: Request to move into executive session</p> <p>Motion: I move that the City Council recess into executive session to discuss personnel matters of non-elected personnel for 10 minutes at 8:09 pm. Moved: Carol Baughman, Tammy Metzger Motion Carried (5-0)</p> <p>8:20 pm returned to an open meeting. No actions were taken, and no decisions were made.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: PARK AND RECREATION ACTION ITEM: (G.5)</p>	<p>Discussion: Requested that OPR present a more detailed budget to the City Council. Budget samples were given to them.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL ACTION ITEMS: (G.6)</p>	<p>Discussion: On schedule to open on May 25th. No action items.</p>
<p>UNFINISHED BUSINESS: SKIMMERS (H.1)</p>	<p>Discussion: Skimmers, pool pump</p> <p>Motion: I move that we fix the pool pump for \$2500 or less Moved: David Penrod, Joanne Allen Motion Carried (5-0)</p>
<p>UNFINISHED BUSINESS: SIGN FOR DOWNTOWN BUSINESSES (H.2)</p>	<p>Discussion: Sign for downtown businesses: Bids presented for 10 x 22-foot Billboard. Other options presented. Cheryl Miller and Tammy Metzger will work on designing a sign.</p>
<p>UNFINISHED BUSINESS: STORM WATER PLAN (H.3)</p>	<p>Discussion: Storm Water Plan: Storm water billing</p>
<p>UNFINISHED BUSINESS: 2019 STREET WORK (H.4)</p>	<p>Discussion: 2019 Street Work: chip n seal, pot hole patching</p>
<p>UNFINISHED BUSINESS: MASONIC LODGE (H.5)</p>	<p>Discussion: Masonic Lodge – waiting on discussion between local lodge and the grand lodge</p>
<p>UNFINISHED BUSINESS: OPR IN-TOWN BOARD MEMBER (H.6)</p>	<p>Discussion: OPR In-Town Board Member – OPR did not submit anyone for a board member. Can a City Council member fill in?</p>

<p>UNFINISHED BUSINESS: ZONING ADMINISTRATOR (H.7)</p>	<p>Discussion: Zoning Administrator - Motion: I move to hire Travis Bowles as the zoning administrator on a probationary basis. Moved: Tammy Metzger, David Penrod Motion Carried (5-0)</p>
<p>UNFINISHED BUSINESS: REINSTATE COUNCIL AND MAYOR PAY (H.8)</p>	<p>Discussion: Reinstate Council and Mayor Pay;</p>
<p>OTHER UNFINISHED BUSINESS: (H.)</p>	<p>Discussion: Thanks to David Penrod for his service as a City Council board member. The mayor accepts his resignation and we all wish David the best as he moves to a new community. The consensus of the council and the mayor is to appoint John Fairchild to serve in this vacated position.</p>
<p>NEW BUSINESS: (I.)</p>	<p>Discussion: Code concerns discussed. Referrals will be made to the Code Enforcement Officer. Exploring possible tax sales. Concerns about a person consistently drinking while driving.</p>
<p>NEW BUSINESS: OTHER NEW BUSINESS (I.1)</p>	<p>None</p>
<p>COUNCIL MEMBER COMMENTS: (J)</p>	<p>Cheryl: Thistles, Goose nests Joanne: Plans not to run for another term Tammy: Plans not to run for another term. Jim: Where shall we hang Jon’s Mayor of the Year Plaque?</p>
<p>MAYOR’S COMMENTS: (K)</p>	
<p>ADJOURNMENT: (L)</p>	<p>Mayor Jon Brady called for a motion to adjourn. Motion: I move to adjourn at 9:20 pm. Moved: Joanne Allen, David Penrod Motion Carried: (5-0)</p>
<p>Respectfully submitted, LaVerna Gray Overbrook Assistant City Clerk APPROVED June 12, 2019</p>	