

**Council Meeting
City of Overbrook
Overbrook City Hall
January 11, 2022
6:00 pm**

<p>A. Call to order, Roll Call</p>	<p>Mayor Jon Brady called the meeting to order at 6:01.</p> <p>Mayor Jon Brady - present Council Members: Carol Baughman – absent, arrived at 6:10 Cheryl Miller – present John Fairchild –present Caitlin Curtis – present Angela Mordecai- present</p> <p>We have a quorum.</p> <p>Others present: Jim Koger, Becky Coltrane, Aaron Traphagan, Sue Burdock, Eric Carlson, Ben Kramer</p>
<p>B. Not Used</p>	
<p>C. Approval of Agenda</p>	<p>D.13 Point out in Clerks Report. Sue Devo resigned, New appointment of new judge Kevin Kembell, New business: add 3 items 1. West Franklin Afterprom, 2. Missing 3 Warrants, 3. La Finca Liquor license Add them as J 5, 6, 5</p> <p>I move to approve agenda as amended. Angles, Cheryl Passed (4-0)</p> <p>Jim asked for a moment to let everyone know about Former Police Chief taken to Hospital.</p>
<p>D. Consent Agenda</p>	<p>Review D.13 Judge.</p> <p>I move to approve consent agenda Cheryl, Cait Passed (5-0)</p>
<p>E. Special Reports E.1 Ben Kramer Water Project</p>	<p>Jon – coming on completion. Contractors will be back in the spring. Hoping they will make the final completion date. Getting ready to close</p>

	<p>out the CDBG grant, rural development loan, KDHE grant. Not sure how will end financial.</p> <p>Ben – Major items are completed. Some concerns at the chlorination building plan. Cartensens will be back next Monday. There is a process to how we “closeout” of a job. Contractor sends a punch list, The Mayor, Jim and Ben Kramer reviewed the list and added more. Review some supplies that we have been waiting on. Seeding will be under the warranty. Discussion on additional cost in completion of the project.</p> <p>Jon stated that we know we are probably going to be over financially on the project.</p> <p>Additional Pay requests from Central Tank, Change Order number #4</p> <p>I move to approve Change order #4 Carol, Cheryl Passed (5-0)</p> <p>Carsentens Pay request #16 ---Discussion</p> <p>I move to approve the pay requests subject to reimbursement from Carsentens if that is not obtained from KDHE then we will withhold from Carstensens.</p> <p>Angela, John Passed (5-0)</p> <p>Discussion of Insurance claims from the water project. 2 Different claims.</p>
<p>F. Public Comments</p>	
<p>G. Utility Billing Hearings</p>	<p>37 Shutoff Notices, 20 paid required amount due, 4 requested hearings, 13 are scheduled for shut off. ARPA relief went to every active citizen account \$11.00 to each.</p> <p>I move to approve the utility hearings Angela, Carol Passed (5-0)</p>
<p>H. Council Action/Discussion Items H.1 Treasurer Report</p>	<p>Library was taken care of what we had concerns about. We’ve reviewed each departments funds. To make sure we didn’t overspend our budget authority. Review the cash balance.</p> <p>We are waiting until we get the final reports to approve them.</p>

January Council Minutes 2023

<p>H.2 Police Department</p>	<p>Eric updates on remodel of police department, It's going pretty smooth. We are starting the state of Kansas accreditation process for the department, working on standards and policies. It will be mandatory in 2025. Doing it now will be easier on the Department.</p> <p>Rehomed a dog that was being neglected.</p> <p>Council Members complemented Eric on the good work he has been doing with the Police Department and our community.</p>
<p>H.3 Maintenance Department Action Items</p>	<p>Aaron talked about the extended warranty for the new truck that was purchased and the benefits of purchasing it. (Handouts for the council) The cost is \$3,500. Discussion on creating a policy for warranties for equipment.</p> <p>I move we purchase to extended warranty Carol, John Passed (4-0)</p>
<p>H.4 Administration Department Action Items H.4a Meter Policy</p>	<p>Move to I. 1</p>
<p>H.4b ARPA</p>	<p>Some money used for Utility relief. Discussion on updating the upstairs with the some of the funds.</p>
<p>H.5 Pool Action Items</p>	<p>Park and Recreation Director Ad has been placed.</p> <p>Council will be taking a Break for 5 minutes at 8:00pm, Return at 8:05</p>
<p>I. Unfinished Business I.1 Meter Policy</p>	<p>Jim presented an updated Meter Policy.</p> <p>I motion to approve the draft pending Lawyer approval. Cait, Angela Passed (5-0)</p>
<p>I.2 COLA Adjustment/Mayor End of Year Discussion.</p>	<p>We are moving towards Merit increase based on performance increases. With satisfactory review employees will get a 3% increase. Do we want to include COLA increases?</p> <p>Jim shared and discussed the cost of living spreadsheet that was created to show the budget impact of different % of COLA increases.</p>

	<p>Discussion has leaned toward no. More discussion to remove COLA line from the personnel policy.</p> <p>I move to remove COLA out of the Personnel policy. Angela, John More discussion on what companies that we are aware of that does provide COLA. Motion fails (3-2)</p> <p>I move to give a 1% COLA Increase. Cheryl, Cait</p> <p>Motion fails (2-3)</p> <p>Discussion of Christmas Bonuses. Did we give them this year? The answer was no and a discussion of what was spent last year. I move to payout Christmas Bonuses \$300 for fulltime employees \$150 for part time city employees \$50 for part time police. Cait, John Passed (5-1)</p>
<p>I.3 Other Unfinished Business</p> <p>1.3a Additional Warrants 1.3b Pool Pass 1.3c Liquor License</p>	<p>Additional Warrants</p> <p>I move to approve the additional Warrants: Cait, Angela Passed (5-0)</p> <p>I move to donate a pool pass to West Franklin After Prom. Angela, Carol Passed (5-0)</p> <p>Consensus that La Finca needs to have a city Liquor license.</p> <p>I move to approve Liquor license for La Finca Mexican Restaurant on the condition that they have fill out the paperwork. (because they already have a state license)</p> <p>Angela, Cheryl Passed (5-0)</p>
<p>J. New Business</p> <p>J.1 Committee Reports</p> <p>J.1a Growth</p>	

January Council Minutes 2023

<p>J.1b Infrastructure J.1c. Public Safety J.1d Personnel</p>	<p>Growth – looking at having a Mayor Summit for Osage County Mayors, would like to incorporate more community groups. Idea of having a grant writer for Osage County. The community would like Pickleball quarts and are going to meet with the Community Foundation to try to get a Grant or raise some money.</p> <p>Infrastructure – Talked about doing a request for street project in 2023. CBDG is not doing grants for street projects. We have an RFP ready to be published for road repairs.</p> <p>Public Safety – Will be looking at Vacancy ordinance. Prohibitive Yard Parking ordinance.</p> <p>Personnel – Some action items we need to look at from this meeting and we will need to set a date.</p>
<p>J.2 Network Printer/Copier</p>	<p>Review the idea of leasing a copier. I move to give Jim permission to move forward with a network printer/copier give his authority to spend up to \$500/month.</p> <p>Cheryl, Carol Passed (5-0)</p>
<p>J.3 PRIDE</p>	<p>No PRIDE resolution is due this year, the one from last year will roll over to the new year.</p>
<p>J.4 Other new business</p>	
<p>K. Council Member Comments</p>	<p>Carol – none John- none Angela – will be starting a new job for the state. She will not be able to be available on Fridays for work sessions etc. Cait – interested in coming to a decision on the buildings that the city owns and what they will be used for. Restoration, storage, etc. She would like to understand what the intent is for those buildings. Maybe increase the uses to more than just sports programs. Maybe arts programs. Jon’s comments are that we need someone to pick up the ball on this and look for a grants, etc. Cheryl – comments on new property that was placed on 5th street and is disappointed with the curb appeal of the home. Jim- looking forward to the new year. And is very excited about seeing the ending of the water project. Becky – Nothing</p>
<p>L. Mayors Comments:</p>	<p>Appreciate everyone for the work in 2022, we have a lot of work coming up in 2023. We have voted on some things in 2022 that we are going to have to help implement. Water project is winding down and we are going to have to review finances. We need to work on our comprehensive plan and are going to need Growth Committee to work</p>

January Council Minutes 2023

	with planning and zoning to move forward with it. A lot of great things are happening here and we need to keep moving forward.
L. Adjournment	I move to adjourn this meeting. Chery, Carol Passed (5-0)
Respectfully Submitted Becky Coltrane Assistant City Clerk APPROVED Feb 8th, 2023	