

City of Overbrook
Overbrook City Hall
June 11th, 2025 6:00pm

A. Call to order, Roll Call	Mayor Jon Brady called the meeting to order at 6:00 Mayor Jon Brady – present via zoom Council Members: Carol Baughman – not present Cheryl Miller – present Kyle Maichel – late at 7pm Hanna Smith – present Matt Craig – present We have a quorum. Others present: Becky Coltrane City Clerk, Bailey Lang Assistant City Clerk, Eric Carlson Police Chief, Madison Warbritton OPR, Paul Moeller in late.
B. Police Commendation	
C. Approval Agenda	Move F.1 to above E.1. , I move to approve the agenda Mat, Hanna Passed (3-0)
D. Approval Consent Agenda	Becky check library board report for agenda for meeting. I move to approve the consent Agenda as presented. Matt, Hanna Passed (3-0)
E. Special Reports: Waste Water Project UPDATE	Finalizing how much property to be purchased. They are wanting to reach out to George and the current property owner on a purchase price, as well as getting the land surveyed. They want to work with Brett Wagner with GAS (Governmental Assistance Services) to help manage KDHE with for billing statements.

	They want to talk with Keifon on current contracts with Schwaab Eaton, KDHE verbiage needed into contracts, and reimbursement for current services provided.
F. Public Comment	Moved up to before E.1
G.1. Maintenance Action Items Shop guttering	Last year we had a recommendation for new guttering due to leaking inside building, holes and rust on current gutters. The council would like to take care of this quickly to prevent mold. Jon wants to check the warranty we currently have, he believes we went through Midwest Roofing. There were several bids last year- Gardner roofing was the cheapest option Matt and Cheryl want to know why this wasn't taken care of last year, Jon said he thinks it was due to winter weather. Cheryl thinks prices will increase and should get ahead of it now. Jon makes a motion to reach out for bid \$7000.00 – Have Track Roofing come out for another bid, If Gardner is the cheaper option we will hire them for the gutter replacement. I motion to reach out to second bidder and go with cheapest bid. Matt, Hanna (3-0)
G. 2. OPR Action Items: Change in meeting date?	G2. Madison wanted to ask about approval to change the meeting date for OPR. Not needed permission to do so.
G.3 Pool Action Items	Nothing
G.4. Public Safety action items	G4. Eric has no action items Wants to announce CRP AED class on Monday 30th at 6:30- City staff only. \$25 per person A new atv ordinance has been sent to Pat, he is going to make sure the previous ordinance doesn't contradict the new ordinance, then he will publish.
G.5 Treasurers Report	John wanted to tell Becky that she is doing great job, and she has done wonderfully on her first council meeting as City Clerk. Jon noticed that we have more expenses in water than we did in previous months. Matt wants to know tax distribution-Jons concern is water's revenue and expenses this month. We always include trash services in revenue and expenses, an option to consider looking at trash prices

	Paving project and sidewalk and streets to begin closer to September. Becky to call Beddis to call on dates for availability. We only have a lease for the mini excavator. Debt service working with Jim long on paying of KDHE paying off phase 1 and 2. And paying off sewer project. Hana, Matt I make a motion to approve treasures report (3-0) passed
G.6 Administrative Action Items	G6a. Audit review- Jon to read through review- there are no concerns with the audit currently. Shawn said that it was the best audit Overbrook has had yet. Becky will review the audit with the council and will email on Thursday that it's been reviewed. Jon and Becky will talk with Shawn on Friday. G6b. planning and zoning administrator -Bob Taylor replacing Bear. There are two resignations pending, Calvin's work schedule will not allow him to continue, and Samuel has been deployed with the military. The council wants to add an 'on call' fee into permit fees, to pay the administrator going to job site for inspection. If the inspector is a board member then they would not be paid for working on finding information for permit. Jon makes a motion for Bob to be administrator and agree on price for hourly cost of looking at permit sites and approving those. Cheryl said yes, she would like to make a motion to pay the zoning administrator \$17 per hour- appoint bob for position Becky said we should pay per permit instead of hourly – pay more for building permit Cheryl wants to change it from \$17 per hour to \$20 per permit. Amend motion by occurrence for \$20 per occasion Cheryl, Matt (3-0) motion passed G6e.
	G6b.

	G6c.
	G6d.
	G6e.
H. Unfinished Business	H.1 Washburn students PowerPoint and survey information review: Becky wants to put a survey on Facebook with PowerPoint. Bailey to write thank you letter to Washburn for their report. Growth committee to meet and discuss thank you letter. I am making a motion to approve the conduct of a survey for the town, to help the city gain insight into what needs improvement. Cheryl, Hanna (3-0) passed
I. New Business	I1. Council work session schedule- 27th noon (budget meeting on appraisal from county by the 15th). I2. Grace community fireworks display application- motion to approve- they have all their paperwork. Motion to approve Hanna, matt (3-0) I3. Glenn day family request- the family requested Paul Moeller to handle – letter about metal art to talk with parks and rec- they want to give to the city to give someplace. Covered wagon and windmill. Jon said let's get a list of possible locations to discuss at the next council meeting on where to put it and finalize in July. Reach out to Day family and their support over years and say thank you. Motion to approve. Matt, Cheryl I4. Denali support contract- Becky wants to renew for all the help they give as she is just starting out Motion to approve

	Cheryl, Matt (4-0) passed 15. Budget wants and needs- reminder to look at budget for 2026- what we want to do and big purchases. Finalize audit make sure Jim long has numbers- Becky is going to call tomorrow to speak with him, after several unanswered emails. I move to approve motion Cheryl, Matt (4-0) approved
J. Council Members Comments	Carol- nothing Cheryl – is thrilled and wants to know where Jon is. She is impressed that the meeting is going so well. She is pleased that maintenance men are emptying the trash. Grass is dead from the golfcart driving to trash- creating mud from tracks Hanna- she seconds Cheryl on meeting going so well. Matt – he wants someone to let the city employees know that there is no smoking at the ball fields, there has been cigarette butts found on the fields, which is not safe for children. Kyle – he is so late he doesn't feel like he can bitch about anything- missed 80% of meeting. Some messes are not getting better; He wants to get rid of the old picnic tables as they are a danger and someone could get seriously hurt. Mess between ball diamonds Graham's house should be fixed with sidewalk project- sinking in and getting worse, Jon talked to them about working on that and getting it into the schedule. Jon: wants to make sure poles were moved from behind his shed. He will talk to maintenance boys. Becky- Bailey is killing it- picked up accounts payable, has been learning billing software. The summer help is scanning and filing docs, updating pet tags, city ordinances, Everygy bills.
K. Mayor Comments	Everyone keeps identifying areas in the city that needs to be improved. Hard look at how information is being sent out. Approach electronic devices for future iPad's would be good for guys in the field

	We need an IT expert on what decisions would benefit the city and how to move forward.
	Hanna's laptop has never worked, Kyle said he will bring his in for Hanna to use.
L. Adjournment	I am moving to adjourn Kyle, Cheryl Passed (4-0) passed
Respectfully Submitted Bailey Lang Assistant City Clerk Approved July 9 th , 2025	