

February 14, 2024

The scheduled monthly meeting of the Chapman City Council was held Wednesday, February 14, 2024, at City Hall at 7:00 pm. Mayor Howard Battishill was present. Councilmembers Sheryl Coyner, Rick Johnson, Tim Jury, Mary Monasmith, and Dale Nelson were present. Also in attendance were City Attorney Brad Jantz, City Administrator Bill Flanery, Police Chief Kevin Diercks, Fire Chief Cecil Thrush, Randy Purdue (Kaw Valley Engineering), Director of Public Works Edward Wehrmeister, Wesley Phillips (Public Works), Emily Coalson (Parks and Recreation), Lance Tilton, Golf Superintendent Austin Murphy, Dorrie Atkinson (Clubhouse Manager), John Vahsholtz, Chance Hultgren, Andrew Laughlin (Disc Golf Club), Joseph Raat (Disc Golf Club), Christy Loy, Kim Johnson, Douglas Kiessling (Storm Spotter), Jeffery Wenger (Storm Spotter).

#2 Consent Agenda

Motion by Jury to approve the consent agenda as presented, 2nd by Coyner, Vote: yes, unanimous (4-0). Motion carried.

#3 Public Comments

None

#4 Disc Golf Course Update – Andrew Laughlin and Joseph Raat

The Disc Golf project was started about three years ago. Phase I was installing the smaller course by the municipal pool. Phase II was providing baskets and discs for the district schools. The Disc Golf Club has raised about \$5,000 for Phase III which is the larger course behind Dollar General and DK Fitness. Since opening in April 2022, there have been 1012 rounds of disc golf recorded on UDisc at the small course by the municipal pool by 109 different players. Last year, there were 530 rounds by 84 different players. Twenty-three of those players came from more than 30 miles away. Seven of those players traveled more than 300 miles to play the course. The Disc Golf Club conducted a food drive to benefit Clover Cabinet and raised over \$1,300 and collected 228 food items. They also conducted a fundraiser that raised over \$500 for course improvements. The Disc Golf Club would like to plant some trees at the large course to separate a couple of fairways. Sheryl Coyner (Tree Committee Representative) will provide the Disc Golf Club with the latest tree inventory and discuss what type of trees should be planted. The Disc Golf Club still needs to raise about \$10,000 to complete the large course. The Disc Golf Club asked the City Council to assist with purchasing and planting trees at the large course behind Dollar General and DK Fitness. The only maintenance the City would need to assist with is mowing the course.

No action taken by council.

#5 Lagoon Discussion – Randy Purdue with Kaw Valley Engineering

The lagoons are designed to operate at five feet but can safely operate from three to six feet. The lagoons are currently at seven feet and the City has received permission to discharge from KDHE. Public works is documenting how much is flowing into the lagoon each day and the flowrate is about 90,000 gallons each day, which is where the flowrate has been traditionally. We had a fairly wet December, and it was extremely cold in January. Water in the lagoons will not evaporate when the lagoons are frozen over. If the cells had been at five feet before November, they would currently be sitting at only six feet. Randy recommended the City continue to discharge until the lagoons and monitor the flowrates. Randy stated he did not believe the City needed a third cell. Public works will continue to monitor the lagoon level and discharge until the lagoon is under six feet.

No action taken by council.

February 14, 2024

#6 Mutual Aid Agreement with Enterprise Fire Department

Motion by Johnson to approve the mutual aid agreement with Enterprise Fire Department, 2nd by Nelson, Vote: Yes, unanimous (4-0). Motion carried.

#7 Booster Station Pump Replacement - Wesley Phillips

The pump in the booster station on Nicholson is from the 1970s and it is no longer efficient. It runs longer and takes a lot more kilowatt hours than it used to. The rust in the case is to the point it can no longer be repaired. Sargent Drilling provided two proposals. One proposal is for an above ground pump like the one on booster station 2. It is stainless, very efficient, and requires very little maintenance. The other proposal is the more expensive option and is for a below ground pump. Wesley recommended the Council approve the above ground option. There have been no issues with the pump on booster station 2. Sargent Drilling installed the previous pumps for the City and have traditionally been the lowest bid. The booster pushes to the high-pressure tank at the golf course. The current pump is struggling to push up the hill to the golf course.

Councilmember Nelson stated that he prefers to have a few different bids from other vendors before going with Sargent Drilling. While Sargent would likely be the lower bid, it would provide validation that the City looked at other bids.

Requesting other bids would delay the project at least another month unless the Council called a special meeting to address the issue.

Motion by Johnson to approve the above ground pump installation from Sargent Drilling for \$19,799.00, 2nd by Jury, Vote: Yes (Johnson, Jury, and Coyner), No (Nelson). Motion carried (3-1).

#8 Renewal of Delta Dental Insurance

The City already provides Delta Dental Insurance to full-time employees. There is a slight increase in premiums from last year but nothing substantial. City Administrator Bill Flanery recommended the Council approve renewing the contract with Delta Dental.

Motion by Nelson to approve the renewal contract with Delta Dental, 2nd by Coyner, Vote: yes, unanimous (4-0). Motion carried.

#9 Renewal of Surency Vision Insurance

The City already provides Surency Vision Insurance to full-time employees. The renewal is for the same rate as last year with no increases. City Administrator Bill Flanery recommended the Council approve renewing the contract with Surency Vision.

Motion by Nelson to approve the renewal contract with Surency Vision, 2nd by Johnson. Vote: yes, unanimous (4-0). Motion carried.

#10 Renewal of Advantage – Jayhawk Software

The Advantage software is used for utility bills, general ledger, payroll, accounts payable, and bank reconciliation. The renewal is for the same rate as last year except support hours decreased by one hour. The City has not used all the support hours in the past.

Motion by Jury to approve the renewal contract with Advantage – Jayhawk Software, 2nd by Nelson. Vote: yes, unanimous (4-0). Motion carried.

February 14, 2024

#11 Chapman Logo Design

Three designs were presented to the Council for consideration as the City's new logo. These are the first set of designs, and they can be modified based on recommendations by the Council.

Motion by Johnson to approve the third design presented to council as the new City logo, 2nd by Coyner. Vote: yes, unanimous (4-0) Motion carried.

#12 Tree removal from City Park

Councilmember Monasmith submitted a grant application for the removal of trees throughout the City and the grant was accepted by the Kansas Forestry Service. The grant is a matching grant and provides for up to \$5,500 reimbursement for tree removal. The initial focus is the municipal park. The recent tree inventory identified several trees at the park that need to be removed. The City received two bids for the tree removal (Abilene Tree Care and Outdoors Unlimited).

Motion by Johnson to accept the bid from Outdoors Unlimited for \$10,000, 2nd by Coyner. Vote: yes, unanimous (4-0) Motion carried.

#13 Substation Discussion

There were some questions about the City no longer providing electricity to residents due to the recent developments by Evergy. The Electric Fund generates the majority of revenue for the City and provides transfers to the general fund, employee benefits, equipment reserve, and capital improvement. Several employees are also paid from the electric fund. If the City no longer provided electricity to residents, the revenue previously generated by the electric fund would need to be replaced if the City were to continue the same level of services. This would most likely result in an increase in property taxes.

Councilmember Nelson expressed concerns about resident's utility bills potentially increasing by \$400.00 annually if the City were to allow Evergy to provide electricity directly to residents instead of the City. Councilmember Nelson asked the City Administrator to contact the owners of the land next to the generators and see if there is a possibility of the City purchasing an acre for a new substation.

The Council directed the City Administrator to reach out to vendors for bids for a new substation.

No action taken by council.

#14 City Hall Roof Replacement

There are two quotes for the City Hall roof replacement (Wray and Apple).

Motion by Johnson to accept the bid from Wray Roofing for \$46,316.00, 2nd by Coyner, Vote: Yes (Johnson, Jury, and Coyner), No (Nelson). Motion carried (3-1).

#15 Fitness Center Plan – Emily Coalson

Emily Coalson provided the Council with a list of expenses for upgrading the fitness center. The plan for the fitness center is to remove most of the old equipment and utilize the space for fitness classes. An upgraded treadmill and stationary bicycle will remain in the facility as several members use them.

Motion by Nelson to repurpose the space at the fitness center to allow for fitness classes and removing the majority of the current fitness equipment, 2nd by Coyner, Vote: yes, unanimous (4-0) Motion carried.

February 14, 2024

#16 Generator Registration with KMEA

The City's generators are currently registered with the Southwest Power Pool (SPP) and the City is called to generate when SPP needs support to the power grid. In 2021, the City generated revenue when we provided the SPP with electricity. Unfortunately, the City has not generated revenue for any recent generation requests. Recently, the revenue received for generating at the request of SPP has covered the City's cost for fueling the generators, but it has not covered salaries for employees that start and monitor the generators. The City had to generate on 15 and 16 January and Wesley had to start the generators at midnight on the 15th and again at 5:00am on the 16th. City Administrator Bill Flanery recommended the City unregister our generators with the SPP. Unregistering our generators will prevent SPP from dispatching our generators except when there is an emergency.

Motion by Johnson to unregister the City's generators with the Southwest Power Pool through KMEA, 2nd by Nelson, Vote: yes, unanimous (4-0) Motion carried.

#17 Benefits for Part-Time Employees

In February 2023, the Council approved benefits for part-time employees (holiday, vacation, and sick pay). When the Council approved the benefits last year, they did not clarify which part-time employees were eligible for the benefits. The intent was employees that work 30 hours or more per week, but it was not specified at the time. City Administrator Bill Flanery requested the Council approve the benefits for part-time employees that are scheduled to work 30 hours or more per week.

The employee handbook does not state the amount of the health insurance premium to be covered by the City. It currently states that the City will provide health insurance to full-time employees, but it does not state the percentage that will be covered. The City does not cover 100% of health coverage. For an employee only, the City covers 90%. For an employee and child or an employee and spouse, the City covers 85%. For an employee and family, the City covers 75%. The policy will be updated in the employee handbook and presented to the Council for approval at the next council meeting.

No action taken by council.

#18 Term Limits for Governing Body

Councilmember Johnson requested the Council consider imposing term limits on the governing body. Rick recommended council members serve a maximum of two terms in a row and then allow someone else an opportunity for the next term. Councilmembers would be eligible to return after sitting out for one term. Councilmember Nelson stated that having someone that has been on the council for a while can provide a good mix when there are new council members. Councilmembers Nelson and Jury stated they did not see a problem with the current system. Residents can vote members off the council.

No action taken by council.

#19 Police Chief Position

Police Chief Kevin Diercks has announced that he intends to retire in July. The Council directed the City Administrator to post the position and start accepting applications

February 14, 2024

#20 Reports

Historic Butterfield Trail Committee – Kevin Diercks

We plan to burn the Butterfield Trail on March 2nd.

Director of Public Works Ed Wehrmeister

There was a large water leak on 5th Street and a power outage that impacted several residents. Mayer is in town to clean sewer lines. They will clean one-third of the town this year. The team is working on patching potholes and running the street sweeper.

Fire Chief Cecil Thrush

The chili feed is scheduled for 17 March at the Catholic Church Parrish. We plan to start flushing hydrants next month and hope to do at least half of them this year.

Golf Course Clubhouse Manager – Dorrie Atkinson

We are looking to hire a couple more part-time employees. We have started serving lunch specials. The first tournament is scheduled for March 16th with an alternate date of March 24th.

Police Chief Kevin Diercks

We are hosting a training event next week at the Golf Course and plan to host a multi-agency event with canines in the near future. There have been a lot of calls at the school.

City Administrator Bill Flanery

We are working on creating welcome packets for new residents. The packets will include basic information about Chapman and important contact information. The sign for the dog park has arrived. We still need the rock for the parking lot but anticipate receiving it in the next few weeks. The Neighborhood Revitalization Plan has been approved by the County and USD 473. The plan along with the interlocal agreement has been sent to the Attorney General's Office for approval. We have received 177 completed lead line service inventory surveys so far. KDHE will visit Chapman on 15 February to inspect our water system.

Councilmembers Dale Nelson and Tim Jury

Thanked everyone for attending.

#21 Adjournment

Motion by Johnson to adjourn, 2nd by Coyner, Vote: yes, unanimous (4-0). Motion carried.

Howard Battishill, Mayor

ATTEST:

Bill Flanery, City Clerk