

July 8, 2015

The regular monthly meeting of the Chapman City Council was held July 8, 2015 at the Chapman City Office. Mayor Phil Weishaar called the meeting to order at 7:00pm. Council members present were Lee Wolf, Jeff Blixt, Tim Jury and Jim Murrison. Luan Sparks was absent. Also in attendance were City Attorney John Purvis, City Administrator Austin St. John and City Clerk Erin Tilton. Also in attendance were: Carol Lacer, Mary Stopper, Austin Murphy, Emil Halfhill, Ty Lemon, Gary Hall, Greg Commons, Marlin Zook, John Archambault, and Ronald Kabat.

Mayor Weishaar requested a change to the agenda to add an executive session after agenda item #14 for discussion of conveyance of real estate.

Agenda #3 Consent Agenda

Motion Blixt, 2nd Jury to approve the consent agenda with the addition of financials to payroll and withholdings and to make the change of adjournment on #13 from the minutes of the June 10th council meeting. Vote: yes unanimous. Motion carried.

Agenda #4 City Announcements

Mayor Weishaar wanted to announce that the city really appreciates all of the fireworks displays that went on July 3rd and 4th and that the clean up this year had very much approved from previous years. Tim Jury made mention that all the barn quilts that have started going up around the downtown area are really looking great. The city staff is helping businesses who need the help put them up on their buildings.

Agenda #5 Public Comments

There were no public comments.

Agenda #6 Chapman Creek RV Park Variance – Ty Lemon, Zoning Administrator

Ty presented to the council that all parties have agreed to the RV Park Variance stating that the natural tree line will act as the fence instead of actually putting up a fence at this time. The variance states that if the tree line is removed, a fence must be put up. This variance is only for the current owners and if there is ever a new owner, a new variance will have to be put in place. There was discussion to if a motion needed to be made and since it was the zoning appeals who approved the variance, a motion and vote does not need to be done by the council. Discussion on the variance concluded.

Agenda # 7 Approval of Labor Day Beer Garden – Marilyn Bean w/ Smokey Hill Retail Liquor

Marilyn was not present. After a short discussion, the council members all agreed that this has gone on for several years and is a great addition to the Labor Day festivities.

Motion Blixt, 2nd Wolf Vote: yes unanimous. Motion carried.

Agenda # 8 Approval for Labor Day Street Dance – Gary Hall w/ American Legion

Three American Legion members were present. This requests also included 8 picnic tables.

Motion Blixt, 2nd Wolf Vote: yes unanimous. Motion carried.

Agenda # 9 Replacement of Verticut Reels – Austin Murphy, Golf Superintendent

The verticut reel and frame that Murphy had been using completely blew up on him. He presented a brochure to the council of the reel and frame that he is looking at, with a competitor's price. \$4200 would come off of the temp note, with \$1800 coming out of the equipment reserve. In the future, other inserts could be purchased to be interchangeable within the frame and would be coming out of his regular budget.

Motion Jury, 2nd Murrison for approval of the verticut reel and frame in the amount of \$6,046.50. Vote: yes unanimous. Motion carried.

Agenda # 10 Demolition of old clubhouse – Austin Murphy, Golf Superintendent

St. John announced that as long as the council was ok with going with the lowest bid, of the three bids received, for the demolition of the old clubhouse a vote did not need to be taken. All council members agreed that was the appropriate way to handle the decision and that the bid was under voting approval anyways. Murphy will go ahead and get the demolition of the old clubhouse going.

Agenda #11 Purchase of Electric Meters

St. John presented the proposal to switch out the rest of our residential electric meters. Half of the town is already covered in the product being presented. Stanion Wholesale is proposing to give us the exact same ITRON meters that the city has already began with but they are also throwing in the set up to be able to use automatic meter reading on all our electric meters. This will be two handhelds, dock and all of the components that it needs to be hooked up, a \$5000 value, for free. It will include 3 days worth of training, software and hookup. The total of the project to replace the old residential meters that still exist, get the training, software and handhelds comes to \$30,243.96. This allows the city to make a giant leap. This will allow employees to stay out of people's yards, keeping them safer. The biggest benefit is that it's a big labor savings and will allow employees to move on to other projects by cutting down on the amount of time they are currently spending on reading electric meters each month. The replacement of the electric meters is much less expensive then replacement of water meters. Once electric meters are done, it is proposed that the water meters will come in phases and also be able to be read electronically. St. John has been talking to HD Supply and Salina Supply about working out a contract rate for when the city does go and start purchasing water meters. The proposed payment for the 399 electric meters is split for \$20,000 from the City's leasing line, \$5000 from water and \$5000 from electric.

Motion Blixt, 2nd Jury. Vote: Yes unanimous. Motion carried.

Agenda #12 Review of City Policies

- a) Procurement Policy
- b) USD 473 Facility Agreements

Mayor Weishaar, with requests of other council members, felt it would be good to once a month start reviewing and going over different city policies. This is not meant for any major changes, but to review and make sure nothing needs to be updated. Wolf did ask about the updating process of policies, even if there were no changes. Suggestion was made that going through all the policy manuals would be a good practice and even if no changes were made, make documentation that it was gone over, reviewed and signed by the current mayor. Starting at the next council meeting, with these two polices and agreements, the council will discuss, make any changes as needed and reapprove. This will continue each month with various policies.

Agenda #13 Review of Sales Tax Revenue (January – June 2015)

Mayor Weishaar wanted to review the sales tax revenue numbers, which can be found online at the Department of Revenues online website, from when the city's 1% sales tax started being collected in January 2012. Growth has proven to increase the amount of tax that is being collected each month from the city's sales tax.

Agenda #14 Date for budget work study in July

Date confirmed for July 13, 2015 at 6:00pm.

Motion Jury, 2nd Murrison that the next schedule board meeting, August 12, 2015 at 7:00pm be the official 2016 public budget hearing.

Additional Agenda Item – Executive Session – Conveyance of Real Estate

Motion Lee, 2nd Jury to go into an executive session for discussion of conveyance of real estate until 8:17pm, including City Administrator Austin St. John and City Attorney John Purvis. Vote: Yes unanimous. Motion carried.

Motion Jury, 2nd Blixt to come out of executive session. Vote: Yes unanimous. Motion carried.
No action taken.

Agenda #15 Reports

Chief of Police, Emil Halfhill presented video from the old camera system and then presented video from the new camera system that has just recently been installed in the city vehicles. There is much improvement. The police department also received a new computer. When the department phases into body cameras, there is additional storage already on the computer. Chief Halfhill also stated that at the next council meeting he will be presenting information to the council concerning a possible police shooting range on the city's property out by the sewer plant.

Mary Stopper, golf course club manager, let the council know that all the tee signs are up and top notch. She has heard nothing but good things from people. They had a great 4th of July tournament. Wolf was questioning if there were signs leading up to the Golf Course. Mary said the one that is still up is covered up by trees. Several signs were torn down during the tornado and never made it back up. Additional comments were made that with phone technology, new signs may not be needed. Stopper also made note of the wonderful commercial Economic Development had Eagle put together on city activities.

St. John confirmed that he talked to Bayer Construction, who is doing the street project, and they will likely be starting in August. There is no specific timeline of when or where they will start with the project. Bob Diehl, as well as other citizens, is concerned with the street work being done during Labor Day. Mayor reminded the council that they had specifically requested that they not be working on the streets over Labor Day. Once a specific time line is presented, a request can be made that they don't work on the downtown, parade route, streets during that time.

VFW asked if they could use one of the rooms upstairs at City Hall for storage. After some discussion, it was decided that yes, they are welcome to use it for storage, but access would only be during the regular hours of building so keys didn't have to be distributed. An agreement will be drafted up for the city and VFW to sign. The city building is working to replace all the inside lights to LED lights. City guys are helping in putting up the barn quilts around the downtown area. St. John received the valuation estimates from the county. He is still waiting on neighborhood revitalization numbers. Once he has received these, he can final additional numbers on the 2016 budget. The current fire chief, Mike Simmons, has put in his resignation that will be effective July 31, 2015. They will start advertising the position. Ryan Hall, the fire chief assistant, will be named the interim fire chief.

Mayor Weishaar wanted to make sure that the council members got a copy of the 2015 Current Revenue and Expenditures. These are the actual numbers that the council can refer back to when doing the 2016 budget. These numbers are only through June 2015.

Agenda #16 Adjournment

Motion Jury, 2nd Blixt. Vote: Yes Unanimous. Motion carried.