

August 12, 2015

The regular monthly meeting of the Chapman City Council was held August 12, 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, Luan Sparks and Jim Murrison. Tim Jury 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, Emil Halfhill, Ty Lemon, April Swartz, Bobby Kamm, Jodie Stickney, Adam Burns and Tonya Mills.

Mayor Weishaar requested a change to the agenda to add an executive session after agenda item #8 and before agenda item #9 for discussion of conveyance of real estate.

Agenda #3 2016 Budget Hearing

The 2016 budget hearing was to be held. St. John explained how it had come to his attention that unemployment rates had gone up in 2015 and will likely going to go up in 2016. He made the adjustment to the budget and had to send it to be republished. St. John explained that the mil levy would be staying how it was on the first draft of the 2016 budget. He had to raise the mil levy for unemployment, employee benefits, so made some minor adjustments in the general fund under the capital outlay, administration line, and from the transfer of street to equipment reserve lines to offset the change. The budget will be published on August 13, 2015 and the 2016 budget hearing was rescheduled for Monday, August 24, 2015 at 7:00pm in City Hall.

Motion by Blixt to table the public hearing to Monday, August 24, 2015 at 7:00pm, 2nd Sparks Vote: yes unanimous. Motion carried.

Agenda #4 Consent Agenda

Motion by Murrison to accept the consent agenda, 2nd Blixt Vote: yes unanimous. Motion carried.

Agenda #5 City Announcements

St. John announced that the city employees had been busy getting ready for school, making sure all the lights were working and that crosswalks and curbs were painted. The employees are also starting to get everything mowed and ready for Labor Day celebrations.

Agenda #6 Public Comments

There were no public comments.

Agenda #7 Review of completed 2014 Audit- April Swartz, Varney & Associates, LLC

April Swartz with Varney & Associates, LLC presented the 2014 Audit report to the council. It was a clean city audit with an unmodified opinion with the highest opinion that you can receive. Swartz noted that the City of Chapman was notorious in having very well done records and has many knowledgeable people. There were no violations. Swartz went briefly through the audit report and noted different things that they look for, other than just the financials that could be causing risk to the City. The City has done a good job of separating duties to eliminate risk. Tilton noted April working very well with her and always there to help and answer questions.

Agenda # 8 Dickinson County Economic Development Committee- Jodie Stickney, DKCO EDC Director Stickney is new to Dickinson County Economic Development and is the director. St. John is the city's board representative. Stickney noted that there are two strategic planning meetings that are coming up where goals and measurable objectives will be set. The first meeting will be held in Chapman on Saturday, August 29th. Stickney has also been looking at the housing that is available and the commercial properties that are available in Chapman to be marketed through Economic Development. Stickney is getting ready to take to the board a community showcase website that the DKCO cities will have the

opportunity to have a page on the website. Those pages will be linked to the economic development website and any additional websites they can find to link them to. Work will be done as funding allows. Sparks spoke of the local EDC. Sparks noted the airing time that has been done with Eagle Communications and the Facebook page that they have up and running. Stickney is available to help further with ways to extend out and keep improving local EDC projects.

Executive Session – Conveyance of Real Estate

Motion by Sparks for executive session for discussion on conveyance of real estate until 7:57pm including City Administrator Austin St. John, City Attorney John Purvis, Tonya Mills and Adam Burns, 2nd Blixt vote: yes unanimous. Motion carried.

Motion by Blixt to come out of executive session, 2nd Wolf. Vote: yes unanimous. No action taken.

Motion by Blixt for executive session for discussion on conveyance of real estate until 8:13pm including City Administrator Austin St. John and City Attorney John Purvis, 2nd Wolf vote: yes unanimous.

Motion by Wolf to come out of executive session, 2nd Spark vote: yes unanimous. No action taken.

Agenda #9 KPERS 457 Deferred Compensation Plan- Resolution 08122015

Tilton explained that in the last couple of months the city has had employee interest in additional ways that might be available for them to invest money into retirement. Tilton knew that KPERS offered the KPERS 457 plan so contacted them for additional information. Once information was received it was forwarded on to City Attorney John Purvis for review. The KPERS 457 Deferred Compensation Plan is at no cost to the City but would allow for employees to have an option to put additional money into a plan that is set aside for retirement. A resolution needed to be passed to adopt KPERS 457 as the City's deferred compensation plan.

Motion by Blixt to accept Resolution 08122015 for a deferred KPERS 457 compensation plan, 2nd Wolf vote: yes unanimous.

Agenda #10 Request for Fireworks – Sunday, September 5th, 2015 – Chapman Lions Club

Mayor Weishaar said it has been done in the past and is usually a 10-15 minute display around 10:00pm.

Motion by Wolf to allow fireworks display on Sunday, September 5th, 2015, weather permitting, 2nd Murrison vote: yes unanimous.

Agenda #11 Butterfield Overland Trail Area Update

Mayor Weishaar announced that the Butterfield Overland Trail area has officially been registered as a national historical site. This site is city owned property. Mayor Weishaar would like to see a committee formed to discuss things that need to be done to maintain the area. Mayor would like different areas of the community represented, including the city, the council, the golf course, USD 473, media, historical society association, citizens, cemetery board and any others that might be interested. The hope is that this committee will be able to direct how the site goes forward and is represented and maintained in the future. Mayor Weishaar will announce in September who has signed up to be on the committee.

Agenda #12 Street Project Update

St. John, Bobby Kamm and Ed Wehrmeister met with Bayer construction to look at the different sites that are going to be redone. The site of Oakhill Drive is a concern. Access will potentially be cut off for 12-15 days to all residents who live on that street while complete reconstruction of the road is done. A preconstruction meeting has been set for August 20th to consider other possibilities for Oakhill Drive as the project moves forward and the timeframe of the other roads that will be redone. A public meeting and/or reception is going to be set up for all the citizens affected during reconstruction of the streets in this project. St. John is hoping to be getting that meeting/reception time set up with our engineer and then will be hand delivering notices of the meeting where they can come and express their concerns and find out what is actually going to happen. The sooner notification can be given out to citizens the better, these will be scheduled as soon as possible so all citizens are informed the best they can be. St. John also noted

that Labor Day celebrations should not be effected and that he has been in touch with the school on routes that might be affected and the time frame.

Agenda #13 Update of City Policies

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

Last meeting these policies were gone through. No changes were made and if additional discussion wasn't needed it was suggested that the council formally approve them as being reviewed and updated. Motion by Murrison to accept the policies as reviewed and updated as of August 12, 2015, 2nd Wolf vote: yes unanimous. Motion carried.

Agenda #14 Reports

Bobby Kamm reported that they only had one more water service to replace. The last one was on Oakhill Drive and once completed they will have replaced 18 services this summer prior to the street project beginning. They have had two water main breaks that they have had to repair in the last month. They are getting ready for school, making sure the lights are working and all the painting is done. Their next big focus will be getting everything mowed and ready for Labor Day. Kamm also noted that there are two new houses being built up in Irish Acres that they have been doing some work to get ready for.

Ty Lemon reported that he has been working with St. John and Purvis on the recodification of the code book.

Chief Halfhill reported that he had been out of the office for two weeks after the birth of his second daughter. This is his first full week back to work. Halfhill hasn't been able to look at July's numbers yet because the system is down. Halfhill noted that they just spent \$800 on the Crown Victoria and it's back in the shop and the mechanic hasn't yet determined what the problem is. The Durango is also getting ready to go into the shop for its 90,000 mile checkup. All three of the police officers are getting ready and working on the Touch A Truck event during Labor Day events.

John Purvis reported that he has been going through and working with St. John and Lemon on the recodification.

St. John reported again that work is being done for the recodification of the code book. They have been having monthly meetings and have made it through chapters one through three. John Purvis did speak up to note that they aren't going through to rewrite the codes. They are simply going through and attempting to make everything jive together. Any major changes would need to be done separately.

St. John also brought up the Labor Day parade and suggested that the council members consider being in it. Council members showed interest and candy will be ordered for the parade.

Agenda #15 Adjournment

Motion by Blixt to adjourn, 2nd Sparks vote: yes unanimous. Motion carried.