

## April 13, 2016

The regular monthly meeting of the Chapman City Council was held April 13, 2016 at the Chapman City Office. Mayor Phil Weishaar called the meeting to order at 7:00pm. Council members present were Lee Wolf, Luan Sparks, Jeff Blixt, Tim Jury and Jim Murrison. Also in attendance were City Administrator Austin St. John, City Clerk Erin Tilton and city attorney John Purvis. Also in attendance were Emil Halfhill, Howard Battishill, Joann Atkinson, Bob Diel, Ty Lemon, Mary Stopper, Bobby Kamm, Carol Lacer, Marilyn Weishaar, Rose Lindsey and Tony Geiger.

### Adjustment to Agenda

Switch #13 Discussion and possible proposal of new sewer rates to #12 and Switch #12 Projects report from City Inspector/Code Enforcement to #13.

Add #9A Pay Request for Sidewalk Project

Motion by Blixt to amend agenda as stated, 2<sup>nd</sup> Jury, Vote: yes unanimous. Motion carried.

### Agenda #3 Consent Agenda

Motion by Jury to accept the consent agenda, 2<sup>nd</sup> Blixt, Vote: yes unanimous. Motion carried.

Lee Wolf brought up the fact that he had some issues with the agenda. He felt like some of the items had not been discussed for months and all of a sudden were showing back up out of nowhere and proper information for voting was not provided to the council ahead of time. Mayor Weishaar explained that most would be nonvoting items and he just wanted to bring them back up to review and/or get discussions going on them again.

### Agenda #4 City Announcements

St. John announced that the street project on the east side of town is up and going. They hope to be done by the first week of May. Bayer will be starting on Oakhill Drive within the next few days. Sparks wanted to know what measures were being taken to notify the residents. St. John said social media and he would be going over to the senior center as well. The concern that residents will be caught off guard is something everyone hopes to avoid. Seeding is not complete and there have been issues getting them into town to do it. It was subcontracted out and St. John has been trying to get exact dates as to when they will be in town to get the seeding complete.

### Agenda #5 Public Comments

Bob Diel announced that he, Joan Atkinson, Luan Sparks and her husband would be attending the Kansas Sampler coming up in Winfield, KS.

Rose Lindsey addressed the council about the possible disbandment of the police department. She has seen numerous postings on Facebook and wants to know if there is truth to the rumors. Her belief is that the school is too large for there not be a police department. She has also had to call on them several times during her time in Chapman and its peace of mind knowing that they are right there. Mayor Weishaar assured her that it was not discussed and will not be discussed. Council member Wolf also assured her that after the comment had been made he had contacted Chief Halfhill personally to let him know that he was in support of the police department and did not see this coming up as an issue. Lindsey again commended the police on everything they have done, continue to do and her hope is that the rumors going around town and on Facebook will stop.

### Agenda #6 2016 Week of Emphasis Proclamation – The H.O.P.E. Center

Mayor Weishaar proclaimed April 24<sup>th</sup> through May 1<sup>st</sup> H.O.P.E. Center Emphasis Week in the City of Chapman and Tony Geiger, H.O.P.E. Center representative, spoke to thank the council and the City of Chapman for their support.

#### Agenda #7 Ordinance No. 977 Grass Clippings and Leaves

Ty Lemon explained that in going through the codebook and looking at the ordinances this is something that has been brought up and talked about for years. He has also received comments around town that when people mow and leave the clippings in the streets and sidewalks not only is it perceived as blight, it will rain and block and/or get down in our storm drains and eventually cause issues. Lemon was asked if this has ever caused blockages in Chapman and Lemon didn't recall any instances in which this has caused a specific issue. Council member Murrison stated that he did not feel like it was an issue, nor did he feel like it has ever been an issue. Mayor Weishaar said that if this was something that was going to be passed the public would have to be told about it prior to and notified. Sparks feels that a lot of the time the public just needs to be educated on the issue. No vote was taken on the ordinance.

#### Agenda #8 Approval of 2016 Capital Improvement Plan

There had been a couple work sessions to get the 2016 Capital Improvement Plan but had never been officially adopted. The Capital Improvement Plan is an important document to look back to when doing the budget. No Capital Improvement Plan was officially adopted in 2015. The changes the council had requested at the last work session had been changed by St. John and resent to the council for review. The CIP is a 5 year plan but is revised every year.

Motion by Jury to accept the 2016 CIP, 2<sup>nd</sup> Murrison, Vote: yes unanimous. Motion carried.

#### Agenda #9 Street Project/Survey/Sidewalk Project updates

St. John explained that we are 26.78% LMI with the surveys that have been returned. We haven't gotten the response we were hoping to see from the incentive program we set up for the \$5 off the next utility bill. The door to door process isn't working as well as hoped either. Luan is still working on her list, St. John and wife and Tilton and husband have gone door to door as well. Tilton received a project extension to be approved by the council to extend the project out three months to complete the survey process. Blixt wanted to know what the backup plan was. St. John didn't feel like there was a backup plan since the state doesn't want to talk to the city about what is going to happen if the 51% LMI isn't met. Blixt wants to be proactive and dispute the fact that the post office isn't a citywide benefit since it's not owned by the post office and the post office could move out at any time. The council doesn't feel as though the 51% LMI is going to be met and does not want to extend the project to continue with the surveys. A letter is to be drafted to the Department of Commerce to start negotiations with them and ask these specific questions to move forward. No vote was taken. A letter will be drafted to the Department of Commerce.

#### Agenda #9A Pay Request for Sidewalk Project

Tilton explained the pay request that was received from Nichole McDaniel on the sidewalk project. The sidewalk project is currently at a standstill. The CDBG grant money in the amount of \$3,750.00 to be approved is for administration fees to North Central Regional Planning Commission. This is the only pay request the city will have until there is a solution with the street project that also ties into the sidewalk project. The project will go out to bid only after a solution is reached.

Motion by Blixt to request \$3,750.00 in CDBG grant funds, 2<sup>nd</sup> Wolf, Vote: yes unanimous. Motion carried.

#### Agenda #10 Street Chip-N-Seal and Mastic Seal

St. John has been trying to look at some street improvements to be done, aside from the street project. Currently he is still waiting on a 3<sup>rd</sup> bid, that should be coming in within the next week. St. John is looking for guidance or approval on what the council wants to do. It has been set up in the capital improvement plan to spend roughly \$16,000.00 out of the special highway fund. The county and Hall Brother's, the two bids that he has already received, offer two different options. The county does chip-n-seal and Hall Brother's does mastic seal. The council does not feel like they have had time to go out and look at what streets need to be done. The discussion will be tabled to give the council time to go out and look at the streets and come up with a prioritized list.

#### Agenda #11 Rural Development Application Approval for Lift Station

St. John requested from the council approval to apply for a Rural Development Application that may allow funding for the lift station in the future. This does not bind the city to anything, it simply allows the process to get the city's name into the hat.

Motion by Wolf to apply for a Rural Development Application, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

#### Agenda #12 Discussion and possible proposal of new sewer rates

St. John recapped what was discussed before when looking to raise money for upcoming sewer projects.

After going through the spreadsheet, council member Blixt suggested getting the word out to the public.

St. John will get with Lacer to get something put in the paper, post it on the city website and provide links on Facebook. Community input is important when considering how to change rates. Do you go off usage or do you evenly distribute throughout each household? After word is out to the public, additional action will be taken.

#### Agenda #13 Projects Report from City Inspector/Code Enforcement

Ty Lemon gave a brief description of projects he has been working on. Lemon had drafted a report for the council to review prior to the council meeting for any specific questions.

#### Agenda #14 City Engineer Update, Discussion and Vote

No vote. It was discussed at the last council meeting that the city would continue with business as usual, keeping BG Consultants as the city's engineering firm.

#### Agenda #15 Tri-County Telephone Easement Request

St. John explained that after looking at this request from Tri-County Telephone for a fiber line they want to put in going to the CO-OP and discussing it with John Purvis, the issue does not need to go through the council for approval. St. John and Purvis have both reviewed it, TCT will need to file a completed permit with the city clerk and pay the \$5 fee. Ty Lemon will be working on putting together a permit.

#### Agenda #16 Discussion of Utility Network Transport of Kansas LLC Permit Application Submission (Right of Way Utilization Application)

Utility Network Transport of Kansas LLC is requesting to put a 120' pole at the corner of Irish and Marshall. The information they gave us is out of date. It has been encouraged that they come out and look at where they wish to put this. The company has the right to do it, however the council is generally against having them put it at Irish and Marshall because of where it's going to be put in, something you will see right when you get into town. Public right-of-way lays it out and says they can do these things. Purvis will look into what the city could do to dispute it. The council has other ideas on where they may be able to put the pole.

#### Agenda #17 2015 Audit – April 11<sup>th</sup>

Tilton had the 2015 Audit on April 11<sup>th</sup>. It sounds like everything went well and that there weren't any issues. April with Varney & Associates will be here at the May council meeting to give the audit report to the council.

#### Agenda #18 Explanation and Discussion of Tax-Lid

St. John went through the handout he provided to the council. The bill has been passed and there is currently a new bill that is in the works that would move this up to 2017. If tax revenue goes above a certain percentage, assigned each year, the tax increase would have to go to the public for a vote. The bill is trying to keep cities from raising taxes too high, without the citizens having the right to vote for or against the tax increase. Bills are both in the house and the senate.

Agenda #19 Explanation and Discussion of Neighborhood Revitalization and Tax Rebate Program  
St. John went through the handout he provided to the council. Currently there are two businesses participating in the Neighborhood Revitalization and Tax Rebate Program, Astra Bank and Chapman Foodmart, This plan affects the city by discounting the property tax for the two businesses who choose to participate in the property. They get a rebate for the improvements they have made to the buildings. \$8,590.60 is the total for this year. This will be in place for the next 10 years on these two properties. Others can join in as well.

Agenda #20 Explanation and discussion of Cash Summary Report  
Mayor Weishaar went over the cash summary report. Rich Hite, City Treasurer, produces this each month to show that the accounting system and bank are in balance. This also allows the council to know the amount of money in each fund. CD accounts are also listed on the cash summary report.

Agenda #21 City Attorney Rate Discussion

City Attorney, John Purvis, requested to increase his hourly rate from \$60/hour to \$80/hour. This is the same amount that City Prosecutor, Joycelyn Lucas Randal, receives. Hourly increase had not been adjusted since he became city attorney.

Motion by Blixt to increase rate to \$80/hour, 2<sup>nd</sup> Wolf, Vote: yes unanimous. Motion carried.

Agenda #22 Executive Session – Non-Elected Personnel Discussion

Motion by Jury to go into executive session until 9:15pm to include city administrator Austin St. John and city attorney John Purvis, 2<sup>nd</sup> Blixt, Vote: yes unanimous. Motion carried.

Motion by Sparks to come out of executive session, 2<sup>nd</sup> Jury, Vote: yes unanimous. Motion Carried.

No action taken.

Agenda #23 Reports

Chief Halhill reported that the new police vehicle should hopefully be done the first of next week. They are also going to be selling a seized vehicle that they received from a drug bust on Purple Wave.

Bobby Kamm reported that Mayer was just in and did cleaning and video, they will send us the reports of that once compiled. They are working on getting the swimming pool ready for the upcoming season, they will be putting the new school zone lights up as weather permits, the ball complex is completed and ready for the season, and they had roughly six water leaks throughout the month that they had to fix.

Mary Stopper reported they had several people signed up for the seniors tournament, they are working on getting a women's league up and going and they continue to get new members.

St. John made the announcement, that after a nice talk with the council, he has made the decision to start looking for other jobs. He will remain at the city until his contract is up at the end of August, unless another opportunity comes up, in which he will give 30 days' notice. He appreciates the opportunities that the city has given to him and he won't leave anyone "high and dry".

Council member Blixt brought up having a work session to move forward in hiring a city administrator and making sure the council was on the same page. A work session was set for Tuesday, May 26<sup>th</sup> at 5:30pm at City Hall.

Agenda #44 Adjournment

Motion by Wolf to adjourn, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.