

**April 26, 2016**

A special council meeting of the Chapman City Council was called to order by Mayor Weishaar at 5:30P.M. at the Chapman City Office. Council members present were Lee Wolf, Luan Sparks, Jeff Blixt, Tim Jury and Jim Murrison. Also in attendance were City Clerk Erin Tilton and Public Works Director Bobby Kamm. Also in attendance was Janice Scales.

**Agenda #3 Time Extension for KDOC CDBG Grant No. 14-PF-012 Project**

Mayor Weishaar spoke regarding the CDBG survey. After additional discussion with Nichole McDaniel at North Central Regional Planning Commission it was highly suggested that the city go ahead and extend the project three months and continue collecting the income surveys from all citizens. This does not mean that the 51% will be met but it will show that the city is making efforts to reach the goal. Tilton met with McDaniel on Monday afternoon to go through all of the surveys that had been received. There are several surveys that she will work on getting corrected, at this time they aren't being counted for one reason or another. It was also brought up about the city hiring Linda Jark-Stoffer to help with going door to door to collect surveys. City Administrator Austin St. John had contacted her to see if she would be interested and she was. Linda will work at her regular hourly rate while going door to door.

Motion by Jury to extend the KDOC CDBG Grant No. 14-PF-012 Project three months, 2<sup>nd</sup> Sparks, vote: yes unanimous. Motion carried.

**Agenda #4 Street Work – 6<sup>th</sup> & 7<sup>th</sup> Street**

Blixt explained that he had been working with St. John, Public Works Director Bobby Kamm, Phil with Bayer Construction and Thaniel with BG Consultants looking at some streets to do some chip-n-seal and milling and overlay on while Bayer Construction was still in town working on the ongoing street project. In looking he felt like everyone agreed the first two blocks of 7<sup>th</sup> street from Marshall going West needed to be done and the 100 block of West 6<sup>th</sup> street needed to have something done. The council reviewed the numbers St. John had put together for pricing of the project. Blixt said that he felt like the project could be done by Bayer for less than \$25,000.00. The money to do the project will come out of the special highway fund. Currently there is a little over \$100,000 in the fund and the fund receives about \$35,000 each year from the state from tax money. Mayor Weishaar also noted that going forward some of the streets that might want to be looked at are 2<sup>nd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 8<sup>th</sup> and Crestview. Crestview will likely be a much more extensive project. Blixt felt a change order to Bayer was the appropriate way to go forward with the 6<sup>th</sup> and 7<sup>th</sup> street improvements. The county will come in at a later time and do chip-n-seal.

Motion by Blixt to approve a change order to Bayer to do a 2" mill and overlay on the 100 and 200 block of 7<sup>th</sup> street and to edge mill the 100 block of west 6<sup>th</sup> street per needed, project not to exceed \$25,000.00, 2<sup>nd</sup> Jury, vote: yes unanimous. Motion carried.

**Agenda #5 Discussion of timeline to hiring a City Administrator**

Mayor Weishaar deferred over to mayor elect Jeff Blixt since he will be the one taking over at the May council meeting. Blixt explained that he felt it would be a good idea for the city to look at hiring a consulting firm to help with the hiring of a new city administrator. He had asked Tilton to gather information regarding options that the council could look into. Tilton touched base with several different companies and hiring consultants in the state. Tilton went through them and noted that she had gotten information from The League of Kansas Municipalities, The

Austin Peters Group, LLC, The Art Davis Group and from Don Osenbaugh with Osenbaugh Consulting. Because of not knowing exactly what the council wanted, all proposals were subject to change based on more specific information gathered. After looking at the proposals there was a consensus by the council that the Austin Peters Group, LLC, who had been referred by several different cities, was the firm that council would like more specific information on. The council gave Blixt and Tilton the authority to meet with Marla Flentje with the Austin Peters Group, LLC to get a proposal that will be presented at the May council meeting. Tilton will call and set up a time for her and Blixt to meet with Ms. Flentje. Council members are encouraged to email Tilton with specific questions they might have for a hiring and consulting firm.

Agenda #6 Adjournment

Motion by Blixt, 2<sup>nd</sup> Sparks, vote: yes unanimous. Motion carried.