

## June 8, 2016

The regular monthly meeting of the Chapman City Council was held June 8, 2016 at the Chapman City Office. Mayor Jeff Blixt called the meeting to order at 7:00pm. Council members present were Howard Battishill, Lee Wolf, Luan Sparks, Tim Jury and Jim Murrison. Also in attendance were City Clerk Erin Tilton and City Attorney John Purvis. Also in attendance were Bobby Kamm, Berry Fisher, Mary Stopper, Jamie Reynolds, JoAnn Atkinson, Bob Diehl, Carol Lacer and Brian Huwiler.

### Agenda #2 Consent Agenda

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

### Agenda #4 City Announcements

No announcements.

### Agenda #5 Public Comments

Bob Diehl reminded everyone that the citywide garage sales in Chapman are Saturday, June 11<sup>th</sup>.

### Agenda #6 Introduction of new employee – Berry Fisher

Berry Fisher started at the city on May 31<sup>st</sup>. He has over 15 years of lineman experience. He thanked the council for the opportunity to come to Chapman and is looking forward to being here.

### Agenda #7 Application to sell fireworks – Block Buster Fireworks

Prior to the approval of the fireworks application review Brian Huwiler presented that he was wanting to do a raffle of a fireworks package to raise money for the tornado victims. He was also hoping to purchase two CHAP memberships to raffle off and that the city would be the ones to distribute the funds received from the raffle. Blixt asked Tilton if she had any concern regarding this. Tilton saw no issues with the CHAP memberships; however, her concern was how to distribute the money properly among the tornado victims in Dickinson County. Jury suggested looking into other organizations such as the Lions Club, Knights of Columbus, or the American Legion who played big rolls in the 2008 tornado and would be much more qualified in getting these funds distributed. Everyone agreed that it was a wonderful idea. Everything for the approval of the fireworks application was taken care of by the June 1<sup>st</sup> deadline. Murrison brought up that there were issues with kids shooting off fireworks in neighboring yards and too close to the fireworks stand last year. Officer Reynolds was going to look into this concern. Council members commented on cleanup after the 4<sup>th</sup> of July last year and how it was much better last year than previous years. Carol Lacer was asked to put a reminder in the paper again this year encouraging residents to do such again this year for the safety and respect of all our citizens.

Motion by Wolf to accept the application to sell fireworks requested by Block Buster Fireworks, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

### Agenda #8 Article 3; Section 2-302 Potbellied Pigs

Brandon McAdams came to the council at the May meeting addressing his concern of the \$500/year fee to have a potbellied pig within the city limits. The council tabled the item until the June meeting. McAdams was not present and Tilton was asked to touch base with McAdams to join the council at the July meeting. Wolf brought up to the council that they go ahead and draft up a new ordinance changing the fee to \$20-\$25/year/pig. Council members seemed to be in agreement of the \$25 fee and City Attorney Purvis will draft this ordinance up for the July meeting to be reviewed and voted on.

### Agenda #9 Discussion and Approval of code Book – Chapters 1 & 2

Due to additional changes being made, the revision of a new City Administrator job description in Chapter 1 and the change to the potbellied pig ordinance in Chapter 2, it was decided to not approve any changes to the chapters at this point and table it until the July meeting. However, Mayor Blixt suggested

that the council go ahead and make a motion to approved the updated job description for the City Administrator position that The Austin Peters Group put together for the recruitment process. After review, Purvis suggested adding that the candidate hired would be hired off of their ability and skills. Sparks also asked a few additional questions that she had when going through Chapter 1 and those, as well as additional items will be address in the July meeting.

Motion by Sparks to approve changes to the job description as proposed by The Austin Peters Group as stated for the advertisement of the position, 2<sup>nd</sup> Murrison, Vote: yes, unanimous. Motion carried.

#### Agenda #10 Discussion of phone system change

Mayor Blixt was confronted by City Treasurer, Rich Hite, on the frustration on not having the phone system up and running after the storm in which the tornado hit and destroyed homes and farmsteads one mile south of city limits. He explained that currently the phone lines are internet based and when electricity goes out or the internet is lost for a certain amount of time, the phones are not available at City Hall. Hite had previously explained to Mayor Blixt how critical the phone lines became at City Hall during the 2008 tornado. Blixt is having Tilton do research on this. Tilton has been in touch with AT&T, as well as getting additional information from Eagle Communication which is who the city currently has phone and internet through.

#### Agenda #11 Electronics Payment Module Purchase Approval

Tilton explained to the council that the current module the city has for electronic payments is not becoming compliant with today's standards of accepting chipped credit cards. The city's software company also is no longer going to support this electronic payments module and the city must move forward and move to a different credit card company. Tilton has been looking into the companies that the computer software, Jayhawk, is referring to cities looking to transfer their service. Tilton is asking for permission to purchase the upgraded module through Jayhawk in the amount of \$1035 and will continue to do research on which credit card company is best for the city.

Motion by Jury to purchase the additional module through Jayhawk in the amount of \$1035, 2<sup>nd</sup> Wolf, Vote: yes, unanimous. Motion carried.

#### Agenda #12 Fort Riley 2016 – 2017 Guide and Directory Ad approval

Tilton asked for approval to once again advertise in the 2016-2017 Guide and Directory that Fort Riley puts out each year. This has been done in the past and she feels it's worth the money and also gets the city online exposé. Wolf said this was something his company does each year and he also feels it's worth the money. Tilton brought it to the council because it is over her spending authority in the amount of \$1205. Motion by Wolf to approve the ad in the Fort Riley 2016 – 2017 Guide and Directory ad in the amount of \$1205, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

#### Agenda #13 Discussion and Approval of AED (heart defibrillator) for Swimming Pool

It had been brought to the cities attention that there was no AED at the swimming pool. Tilton worked with Fire Chief Reynolds to do some research regarding having one at the swimming pool, as currently the city only has one and it's kept at the fire station. The majority of surrounding pools have them in case of an emergency. Lifeguards are AED certified when they get lifeguard certified. Council member Wolf is going to get additional information on grants that may be available to get additional AEDs for City Hall and the golf course. Training will need to be done for those who are not AED certified. City Attorney Purvis is wanting to do more research regarding the city having these for use in their buildings, however, he didn't think there was an issue with going ahead and purchasing one for the swimming pool. Council member Sparks noted that all of the schools are equipped with AEDs and provide training to the majority of staff and administration. Fire Chief Reynolds found an AED through Emergency Medical Products online for \$995.00, plus additional supplies.

Motion by Wolf to purchase the AED in the amount of \$995.00, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

#### Agenda #14 Discussion and Approval of Basketball Goal for Swimming Pool

Ryan Hall came to Tilton regarding the purchase of a new basketball goal for down at the pool. The one that is down there is very popular and used often. The current one is in poor condition, has mold and mildew growing in the inside, and can no longer be properly attached so not to fall into the swimming pool. It had been told to Hall that this could be purchased out of the special parks fund by St. John and Tilton was requesting approval for the purchase of a new basketball goal in the amount of \$1016.50 out of the special parks fund.

Motion by Jury to purchase the pool shot basketball goal in the amount of \$1016.50, 2<sup>nd</sup> Murrison, Vote: yes, unanimous. Motion carried.

#### Agenda #15 Discussion of Trench Box Purchase

Bobby Kamm presented to the council the public works department had been looking at various options in the possible purchase of a trench box. They had the opportunity to rent one from Underground Safety Equipment on the Pickering job they just completed. It was very nice, could be built to the size that was desired and was light and easy to put together. The quote they received was in the amount of \$7236.00 and was for a 6'H x 6'L x 36"W trench box set with adjustable legs. Mayor Blixt brought up the possibility of talking to neighboring cities about an interlocal agreement and co-purchase agreement since things like this are extremely important but not used all that often. Council member Murrison asked about the hydraulic equipment that they city had at one point. Murrison doesn't see a problem with what we currently have because in situations where it has to be used, it may take more time to put together but you likely won't be in a hurry at that point. Kamm explained that it was convenience and versatility that made the new trench boxes so appealing. Jury would think that if this is a route the city plans to go, the old system needs to be sold and put towards the purchase of the new. No motion was taken. Blixt and Kamm are going to do additional research and see if there is interest in neighboring cities to go in on the purchase.

#### Agenda #16 Set up time for 2017 Budget work session

A budget work session was set up for Monday, June 27<sup>th</sup> at 5:00pm to begin going through the 2017 budget.

#### Agenda #17 Discussion of City Administrator Job Description

Previously approved in agenda item # 9

#### Agenda #18 Reports

Bobby Kamm notified the council that Ryan Hall had put in his resignation and that his last day would be June 22<sup>nd</sup>. Discussions are being had with Ty Lemon, who has water I certification, and Linda Jark-Stoffer, who has wastewater II certification. If they let the city work under their certifications, the city will continue to be KDHE compliant. The council gave Tilton approval to go ahead and start advertising for the position. Ideally someone who has both certifications will apply. Mayor Blixt did note that although the certifications are important, he feels like the city is probably two to three years from lagoons and then that might change. Murrison stated that certifications are still needed with lagoons. Kamm also asked the council if there was an all-clear after the tornado sirens have been sounded. He has had a few people question him on that. Emil Halfhill, who is the emergency management director, was not at the meeting. Halfhill will be asked to provide an update to the council regarding this at the July meeting. Fire Chief Reynolds who was at the meeting did say that most cities do not sound the siren one time as an all clear because they do not want to take the liability if it isn't all clear or something else popped up. Mary Stopper said she had been busy working on upcoming golf tournaments. She also noted that the grass Austin Murphy had planted is beginning to come up. Fire Chief Reynolds reported that he had deployed firefighters out with sheriff's deputies after the tornado hit south of city limits. He still has an opening on the fire department and although Hall is leaving employment at the city, he still plans to stay on the fire department. Currently Hall is assistant fire chief.

Reynolds has had some issues with volunteers not wanting to respond in the middle of the night, he has been addressing the issue and is hoping that the issue gets resolved. EMS calls have gone down. Council member Jury asked when the city would be spraying for mosquitos. Ed was out that evening phogging.

Mayor Blixt wanted to know if the council was interested in having Thaniel Monaco with BG come to the July meeting to discuss the possible increase in sewer rates for moving forward with the lift stations and/or wastewater treatment facility. Council members were all in agreeance and Blixt will contact Monaco to make sure he can be at the meeting.

Tilton gave a brief update on survey results. The city is at 43.72% and Linda continues going door-to-door collecting surveys.

Agenda #19Adjournment

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