

May 11, 2016

The regular monthly meeting of the Chapman City Council was held May 11, 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 Becky Blixt, Marilyn Weishaar, Mary Stopper, Bobby Kamm, Ty Lemon, Lance Tilton, Carol Fraisure, Lavida Horner, April Swartz, Terra Rinacker, Julie Switzer, Sam Switzer, Austin Murphy, Judy Frieze, Tony Frieze, Rich Hite, Howard Battishill, Wayne Darsow, Jacob Darsow, Randy Heller, Lacey Sell, Bob Roskens, Carole Lacer, Emil Halfhill, Jamie Reynolds, Bob Diehl, and Joann Atkinson.

Agenda #3 Consent Agenda

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

Agenda #4 Consider Certificate of Election Results

Motion to accept the certificate of election results: Jeff Blixt – Mayor, Jim Murrison – Council Member and Howard Battishill- Council Member by Sparks, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #5 Adjourn to Sine Die

Motion by Blixt, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #6 New Mayor call the meeting to order with new council

Mayor Blixt called the meeting back to order.

Agenda #7 City Announcements

Mayor Blixt recognized outgoing Mayor Weishaar for his nine years of service and dedication to the city. There aren't too many mayors that can accomplish as much as he has, especially through a tornado, ice storm and a flood.

Bob Diel gave a brief report of the Kansas Sampler Festival they attended, along with council member Luan Sparks and husband. It went well and they spoke to a lot of people.

Agenda #8 Public Comments

Lavida Horner, resident at 823 Glick St., wanted to know when the street sweeper was scheduled. There are many streets in need of being cleaned and she hasn't seen it out in a long time. No additional discussion was held.

Agenda #9 Election of Council President

Motion by Jury to nominate and elect Luan Sparks as Council President, 2nd Murrison, Vote: yes, unanimous. Motion carried.

Agenda #10 Reappointment of City Positions

Motion by Murrison to approve reappointments of City Attorney John Purvis, Judge John Barker, Municipal Court Attorney Joycelyn Lucas-Randle, Chief of Police Emil Halfhill, Fire Chief Jamie Reynolds, Treasurer Rich Hite and City Clerk Erin Tilton, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #11 Consider Appointments and Reappointments to committees

There are still a couple positions on the zoning and tree committee that Mayor Blixt is working to fill.

Motion by Murrison to approve appointments and reappointments as presented by Mayor Blixt, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #12 Review of Completed 2015 Audit

The City of Chapman received another clean audit. April Swartz with Varney and Associates briefly went through the audit report she submitted to the council. With new staff it's usually hard to know what to expect when audit time rolls around but the staff did a great job and Erin wasn't scared to ask questions. In going through the audit, they found no adjusting journal entries that needed to be made, which is remarkable. The city received a clean opinion on the 2015 audit.

Motion by Wolf to accept the 2015 audit as presented by Varney and Associates, 2nd Sparks, Vote: yes, unanimous. Motion carried.

Agenda #13 Nicholson & 7th Street stop sign

Lacey Sell, USD 473 Superintendent and Randy Heller spoke to the council regarding the north and south facing stop signs at Nicholson and W 7th. The school is trying to make up time so that the buses can make it from the Grade School to the High School before school is dismissed at the High School and is requesting that the council consider removing the two stop signs. They had not yet spoken with the police department to see how they felt about the issue. It was suggested that they speak with the police department and that all concerns were addressed and brought back to the council. Sell said that she had brought this up at the last school board meeting and some of their concerns were the hill residents go down when going south, there is an angle in the road where you can't see all the way down the street and the fact that it's always been that way and it would be difficult to change the mindset of residents, especially those going east and west that are expecting cars to stop that are going north and south. They will do additional research on the proposal, as well as speak with the police department. Any other concerns or questions the council has, they are happy to address those as well.

Agenda #14 Elementary School Weather Shelter

They are looking for protection for their crossing guards when weather is extreme, primarily during the winter months, at the Elementary School that is on top of the hill. The cold wind, sleet and snow can be brutal. It has been brought to them that Sell had no problems bringing it to the council. This would not be a permanent structure that could be removed and wouldn't obstruct any traffic. The school would also cover all costs and would respect any specs that the council came up with. Council member Jury requested a few plans be presented to the council at the next meeting that would give them a better idea of what the school may have in mind.

Agenda #15 Bayer Pay Request

Thaniel Monaco with BG Consultants presented the pay request number three for Bayer in the amount of \$218,575.91. This completes the street maintenance project, as well as the additional work that had recently been added by the city. They were back doing some finishing touches this last week. They are still working on getting the seeding complete. This is being done by Blueville Nursery and they are being pushed to get it done right away. The total project is looking to come in under budget by roughly \$10,000.00. Mayor Blixt noted the box at Manor is still somewhat of an issue. Thaniel noted modifications to the project that changed where the box was put, causing the potential issue that Blixt sees.

Motion by Jury to approve the Bayer pay request in the amount of \$218,575.91, 2nd Wolf, Vote: yes, unanimous. Motion carried.

Thaniel also talked about the drainage issue on Shamrock Drive. Thaniel will be discussing with Phil at Bayer about extending concrete valley pan to reduce this issue. This was difficult to see until after it was completed. Additional discussion will be had to make sure all options are looked at to reduce the water that is being held.

Agenda #16 Tobacco Free Pool & Parks

Wayne and Jacob Darsow wanted to speak to the council regarding the use of all tobacco products in the city. Currently the city parks are smoke free with designated smoking areas. They would like to see all

city parks become overall tobacco free. Darsow spoke with Tilton and St. John and it was established that the pool, inside the pool gates, would be completely tobacco free for patrons and pool employees. With the help of city attorney, John Purvis, the policy was put into the pool guide and policy book and signs were ordered to put up within the gates of the pool. Jacob Darsow has been a lifeguard at the pool the last couple of years and this year he will be head lifeguard, helping in enforcing this. At some point, he would encourage the council members looking to make all city parks comprehensively tobacco free.

Agenda #17 Article 3; Section 2-302 Potbellied Pigs

Brandon McAdams came in front of the council; his girlfriend has a potbellied pig and is concerned about the \$500/year registration fee that is required to keep the pig. The pig is treated like their dog and dog registration fees are \$5/year. The pig is fixed, up on vaccinations, cleaned up after, and is primarily in the house. If they were to approve that the potbellied pig stays, there are ordinances in place that would take care of any noise, running at large, smell, etc. Chief Emil Halfhill stated that he had spoken with all the neighbors and none of the neighbors have any complaints or concerns. Council member Murrison stated that when this ordinance came about in the late 1980s, there were several residents wanting potbellied pigs and at that time people didn't necessarily want pigs running around the town. Brandon McAdams is requesting that they lower the fee. This is on the agenda for discussion only and the council will readdress it at the June council meeting.

Agenda #18 GAAP Resolution No. 05112016

The GAAP Resolution is passed each year. It is the generally accepted accounting principles that allows the city to report on a cash basis, as opposed to an accrual basis.

Motion by Sparks to accept GAAP Resolution No. 05112016, 2nd Battishill, Vote: yes, unanimous.
Motion carried.

Agenda #19 Application to Sell Fireworks – TNT Fireworks

Tony Frieze started off by stating that he appreciated the council letting them sell fireworks in the past. They are looking forward to their new location and hope that it can be approved. Frieze would like to see the application date be moved up to March or April, instead of waiting until June 1st and the June council meeting to approve them. Mayor Blixt recommended that due to the location of the building and the way the main doors are facing; the application is approved contingent to approval by USD 473 for use of their parking lot. Council member Jury felt that this should not be done because it's not the only access point, if in fact they didn't end up getting approval from USD 473, and it's not our responsibility to put that contingency on the application. If there is an issue with the parking lot, that is between him and the school. With their location on Oakhill Dr, they always made it work and were always very concerned about the safety of the residents and not creating traffic hazards. City Attorney made note that there are several things that the council can look at and guidelines to review prior to approving the application. Council member Sparks made mention that because there is a new location we cannot assume that there are going to be issues until we actually see what they are, if in fact there are any. Those can be addressed at that time. Chief Halfhill stated several access points and sees more parking then the location at Nicholson and Oakhill. They made it work for a lot of years and they did a good job at it.

Motion by Murrison to accept the application to sell fireworks to TNT Fireworks at the location of 417 Logan, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #20 Purchase of Golf Course Sprayer

Austin Murphy presented the council with a proposal to purchase a new sprayer in the amount of \$18,935.00. By the end of the year golf will have \$10,000.00 in equipment reserve. He also plans to pay for a portion of it by selling the current sprayer and the Polaris. The idea is to get rid of some equipment and purchase the sprayer that will be able to do additional tasks on what he can do and accomplish. Council member Sparks just wanted to make sure that he planned to sell the old equipment right away and not let it sit around, although she knows that has never been an issue in the past.

Motion by Sparks to approve the Golf Sprayer purchase in the amount of \$18,935.00, 2nd Wolf, Vote: yes, unanimous. Motion carried.

Agenda #21 Celebrate Arbor Day Proclamation

Mayor Blixt read the Celebrate Arbor Day Proclamation and declared April 29, 2016 as Arbor Day in the City of Chapman.

Agenda #22 Discussion and Update on Sewer Rates

St. John stated that he had put information regarding the potential of raised sewer rates on Facebook, on the website and at the post office. St. John has not been addressed by any citizens and hasn't had any discussions with anyone. Carol mentioned it in her last article. Tilton stated that going forward, it has been talked about putting the chart in the paper that might generate a little more conversation about it.

Agenda #23 Update on Code Book

Tilton explained that going forward the council will be receiving one or two chapters a month of a redlined version of each chapter. This will show the council anything that was found that may need to be reviewed and/or changed. At the following council meeting there will be an agenda item to discuss these changes. After chapters are reviewed, they can be approved by the council and we can continue working our way through the guidebook to hopefully have a fully approved guidebook sooner rather than later. There are roughly 18 chapters to go through and it's easier to go through a chapter at a time, as opposed to the entire book in one setting.

Agenda #24 The Austin Peters Group, Inc. – Recruitment Services Proposal

Tilton went through the proposal that Marla with Austin Peters Group, Inc. had put together for the city of Chapman in recruitment of a new City Administrator. This is a streamlined process, however, they can do as little or as much as the city wants them to, that's why they have the additional hourly rate of \$100/hr if we request them to do something that isn't included in the proposal. The proposal cost that she put together is in the amount of \$5,500.00. The timeline they put together is 12-14 weeks, the sooner the better. If the council chooses to move forward, the process will start right away and a date will need to be set up to have her come to Chapman and meet with the council. Tilton assured the council that in talking to Marla, she is very comfortable with working with her and The Austin Peters Group, Inc., even though it didn't work out for her to come out prior to accepting the proposal. There have been several very high recommendations by other cities that Tilton also feels very comfortable with.

Motion by Wolf to accept the proposal by Austin Peters Group, Inc. in the amount of \$5,500.00 and additions as stated in the proposal, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #25 Reports

Mary with Indian Hill Golf Course reported that they had a very successful senior golf tournament. They also continue to get additional members each week. Austin Murphy is getting ready to seed the fairways. That process will continue throughout the summer.

Bobby reported that the pool had been filled, they have worked on scraping paint inside the pool house. In the future this is something that will eventually need to be painted. It was also all re-plumbed. There have been two water leaks in the last week. They did complete the Pickering waterline. School zone lights are going up. One is up and the other will go up in the next week.

Ty reported that he has been talking to a couple different guys about the 4th street lots the city has for sale. He also continues to work on the flood mitigation grant.

Jamie, fire chief, said they had a slow month. They only had one fire call and one EMS call. Erin Perry is now certified in CPR/AED and first aid training. She will be doing practice trainings on all the volunteers to get them certified or recertified. He continues to work on grants for a possible brush truck. The one he has recently applied for was denied because of low call volume.

Emil reported that he has posted the Dodge Neon and Crown Vic on PurpleWave. He has also been working on getting security cameras installed at the pool. With some issues that came up last year, he believes these will be very beneficial. The department has been working on a very large investigation with Dickinson County and Geary County Sheriff's Department. Chief Halfhill will be attending the funeral in Kansas City for the fallen police officer, representing the City of Chapman and the Chapman Police Department. He also noted that he is disappointed that the city passed an Arbor Day proclamation but there isn't a proclamation for National Police Week coming up. Council encouraged him to bring this to their attention in the future.

St. John reported that the police department received a donation from an Estate they helped out on. They were given gift cards to hand out to local families who might need help. He also stated that he had started working on the budget. The budget has to be approved in August. St. John didn't have any recommendations on when to meet with the budget. It was decided to set up a time at the June council meeting. The council did set up June 2 for the Austin Peters Group to come in and meet with the council so if action needs to be taken at the June council meeting it can be. St. John also mentioned ADA compliance that needs to be considered in the budgeting process. He also has been busy installing new thermostats that will hopefully be a cost savings to the city in the future.

Tilton gave an update on the pool. The manager is Joanie Hayden. Tilton and Hayden hired two assistant managers and 11, possibly 12 lifeguards. The guys have also been great at getting everything ready for the season and Mary has been a huge help getting all the concession stand items order. It's going to be a great year at the pool.

Agenda #26 Executive Session – Non-elected personnel

Motion by Wolf to go into executive session until 9:51pm to include City Attorney, John Purvis, 2nd Jury, Vote: yes, unanimous. Motion carried.

Motion by Jury to go into executive session until 10:06pm to include City Attorney, John Purvis, 2nd Wolf, Vote: yes, unanimous. Motion carried.

No action taken.

Agenda #27 Adjournment

Motion by Wolf to adjourn, 2nd Sparks, Vote: yes, unanimous. Motion carried.