

November 9, 2016

The regular monthly meeting of the Chapman City Council was held November 9, 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 Interim City Administrator Jay Newton. Also in attendance were Carol Lacer, Bob Diehl, Joan Atkinson, Ty Lemon, Kevin Diercks, Bobby Kamm, Phil Weishaar, Thaniel Monaco, Tom Saitta, Trevor Mosher and Molly Mosher.

Mayor Blixt requested an additional agenda item. He requested the addition of 5A as show cause hearing Resolution 11092016A.

Motion by Sparks to add agenda item 5A as show cause hearing Resolution 11092016A, 2nd Battishill, Vote: yes, unanimous. Motion carried.

Agenda #2 Consent Agenda

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

Agenda #3 City Announcements

Bob Diehl announced that everything was set for the day after Thanksgiving celebration. Christmas lights were to come on Friday at 6:00pm.

Agenda #4 Public Comments

No public comments.

Agenda #5 Resolution 11092016 Supplementing City Resolution 07132016A – Authorization of Jay Newton Newton explained that this gave him authorization to work on the refinancing of the City's debt; all information would run through the city council before action was taken.

Motion by Jury to pass Resolution 11092016, Supplementing City Resolution 07132016A, authorizing Jay Newton, 2nd Wolf, Vote: yes, unanimous. Motion carried.

Agenda #5A Resolution 11092016A – Show Cause Hearing

Tilton explained that this resolution designates certain property, 103 E 3rd St., Chapman, KS, as a danger to the public, blight to the neighborhood and requiring demolition and removal of such structure. If passed, the resolution would be published in the paper for two consecutive weeks and a public hearing concerning the matter would be January 11, 2017 at 6:45pm.

Motion by Sparks to pass Resolution 11092016A – Show Cause Hearing, 2nd Wolf, Vote: yes, unanimous. Motion carried.

Agenda #6 KMEA 2017 Recommendation and Cost Estimates – Tom Saitta

Tom Saitta with KMEA presented to the council KMEA's recommendation and 2017 cost estimates for the City of Chapman. He went through some various options for setting up Chapman's profile for a five year term. The current three year term that the city has with KMEA expires in December of 2016. The portion of the profile that Chapman hadn't seen up to this point was the wind addition to the portfolio. Saitta said that after going through what he feels is the strongest portfolio for the city, he is tickled with how the cost numbers come out. Projected numbers for 2017 are actually slightly lower than 2016. Saitta would like to have direction from the council by December 1st so that a contract can be drawn up, reviewed and discussed with approval (if acceptable) at the December council meeting on the 14th. Tom did note that since wind is a new piece to the portfolio he isn't asking for the council to commit, additional discussion could be done and if the wind portion ended up being removed, cost estimates would not be affected.

Agenda #7 CMB 2017 License Renewals

Tilton explained that all forms and fees had been submitted into her office by the five businesses being presented. Unless there was a license the council wanted to discuss specifically, all could be approved in one motion.

Indian Hill Golf Course

Chapman Food Mart

Southern Comfort Restaurant

Flo's Café

Casey's General Store

Motion by Wolf to approve the 2017 Cereal Malt Beverage Licenses, 2nd Jury, Vote: yes, unanimous.

Motion carried.

Agenda #8 Sidewalk Project Bid Review & Award

Thaniel Monaco with BG Consultants presented the bids that had been received for the sidewalk project.

Four bids had been received which included T&M Concrete Construction, Vogts-Parga Construction, Bryant & Bryant and Ameri-Crete, Inc. The Engineer's estimate for the base bid and two alternatives to the project was \$212,655.00. The lowest bid of \$201,835.85 was from T&M Concrete Construction out of Junction City and included the base bid and the two alternatives. Mayor Blixt explained with confirmation from Monaco that the maximum amount of money for construction costs the city could spend was \$185,000.00 (\$0.10 on the \$1), past \$185,000 the city would be paying full price (\$1 on the \$1). The additional, full price money, would be a total of \$16,835.85. Monaco also noted that this is a unit cost bid and changes can be made throughout the project if something comes up and needs to be adjusted one way or another. Mayor Blixt had spoken with Newton and asked him to review if the additional money of \$16,835.85 was available. Newton said that the money would come out of the special highway fund and from what he can tell after reviewing the fund is that the fund is in adequate shape to move forward with the project to include the alternatives.

Motion by Sparks to award and accept the bid of \$201,835.85 to T&M Concrete Construction, 2nd Jury, Vote: yes, unanimous.

Agenda #9 2017 COLA/MERIT Increase Discussion & Motion

Newton had done a review of the employees and their pay and realized that the pay plan that had been put in place had not been being followed and is at the option that it needs to be updated. For 2017 Newton suggested a \$0.50/hour increase for all fulltime employees and that he would begin reviewing the pay plan for any additional adjustments that could go into effect in 2018. No percentage for COLA or Merit increases would be done in 2017 if the \$0.50/hour raise was given.

Motion by Wolf to approve a \$0.50/hour increase for all fulltime employees effective January 1, 2017, 2nd Jury, Vote: yes, unanimous. Motion carried.

Agenda #10 Utility Rates Review & Discussion

Newton had begun the process of reviewing numbers and considering utility rate increases. He sees the biggest need in the water department. He provided the council with a handout and asked them to review it and let him know if they had any questions on it. He would have an ordinance prepared for consideration at the December meeting. He will also continue his analyzation of the sewer and electric funds.

Agenda #11 Council Tablets – Continued Discussion

Mayor Blixt asked the council if they had any more time to think about moving forward with the purchase of iPads. After some discussion, the council was in agreeance that they would move forward with the purchase of providing iPads to the mayor and city council and with that council member email addresses would be set up that they could use for all city correspondence. Tilton and Newton will work to get the best deal available. Sparks suggested also purchasing cases for the iPads and all agreed.

Motion by Sparks to purchase six iPads and cases for up to \$3,000, 2nd Jury, Vote: yes, unanimous.
Motion carried.

Agenda #12 Reports

Interim Chief of Police Diercks reported that Halloween went well and everything stayed in control. He just got back from attending a joint terrorism meeting and will continue to go to those and stay up to date on different things that could possibly be going on in the area. Diercks is working with a representative to see about getting body cameras for him and his officers. The radiator in the Durango went out and the front stabilizer bar in the car had to be replaced. At this time he hasn't fixed the Durango but will have to look to do that going forward.

Ty Lemon reported that he has his CRS certification visit this coming Thursday. He thanked the council for passing the resolution on the unsafe structure, as once that is passed they can continue with the process of condemning the property. Lemon also reported that he has been working on some licensing issues for general contractors.

Bobby Kamm reported that they will be waiting until spring to paint the inside of the standpipe. Kamm has been looking at VFDs for well number six and getting quotes on what it would take to get that in place. Manholes from the street project have been completed and the concrete work is done. The last portion that needs to be done is the correction down at the trailer park which should be done by the city guys in the next week or so. The main focus in the next week is going to be Christmas lights so they can be turned on the day after Thanksgiving. Luckily the weather has been nice and should be nice for a little while yet. AMR meter readings are in the works and a schedule is being put together to get training on that. Kamm noted that leaf pickup would be done in December.

Tilton announced that she put save the dates for the City Christmas party on the council's table.

Jay Newton requested to understand the role of the City Administrator and what the council was looking for. Newton had presented a memo to City Attorney Purvis on the contradictory portions of the codebook and what the city administrator is supposed to do and what their authorities are. Newton handed out Purvis's response to his memo to the council in which Purvis agreed that it was his understanding that the city administrator was the one to hire department heads. Once a decision was made, that recommendation would be given to the Mayor who would take it to the council for approval, assuming it's an appointed position. This must be clear, not only for the role he is currently playing but for when a full time administrator is hired. If these authorities and roles are not made clear it's his opinion that it will be very difficult to find someone for the job. Newton specifically wanted to know if it's of their intent that the city administrator hire department heads, as he needed to know this so he could move forward with the hiring of a police chief, and eventually the hiring of a city administrator. After discussion among the council members, all came to the agreement that it was of the intent that the city administrator has the authority to move forward with the hiring of department heads. After the city administrator does the interviews a written recommendation will be given to the mayor and the mayor takes the recommendation to the council for approval. There was brief discussion on waiting for the permanent city administrator to hire the chief of police. However, the council does not want to delay the process any more than it has been and instructed Newton to move forward with the hiring of that position. Newton will also start working with The Austin Peter's Group in December to move forward with the hiring of a full time city administrator. Council member Wolf commented on the great voter turnout he saw in Chapman on Election Day. Council member Sparks said all the Halloween festivities were spectacular and that it was great to see everyone out and about. Sparks values this community a great deal. There are a lot of things wrong in the world but there are a lot of things right that are going in the right direction.

Council member Jury noticed the new tree committee flag that was up and thought it looked great.

Mayor Blixt brought up the opportunity that was presented by the Recreation Committee at the October council meeting. Blixt went to a work session meeting that the Rec Commission had. The proposal doesn't seem to be meeting a lot of favorable eyes but the majority of Rec Commission members voted 3-2 to proceed forward with discussion with the city and school boards. It's Blixt's opinion that we appoint these people to come up with ideas and ways to provide opportunities for citizens within the community.

Blixt wants to be able to keep the discussion open with them. Jury stated that there was no way any funding could fit into the budget we are currently working with. Jury said that even entertaining the motion is way down the list, the Recreation Commission needs to work on figuring it out on their own. Battishill stated that the City needs to take care of the employees it has first.

Agenda #13 Adjournment

Motion by Wolf, 2nd Murrison, Vote: yes, unanimous. Motion carried.