

## September 13, 2017

The regular monthly meeting of the Chapman City Council was held September 13, 2017 at the Chapman City Office. Mayor Jeff Blixt called the meeting to order at 7:00pm. Council members present were Howard Battishill, Luan Sparks, Tim Jury, and Jim Murrison. Lee Wolf was absent. Also in attendance were City Clerk Erin Tilton, City Administrator John Dudte and City Attorney John Purvis. Others in attendance were Bobby Kamm, Kevin Diercks, Austin Murphy, Carol Lacer, Lance Tilton, JoAnn Atkinson, Bob Diehl, Ken Fahey and Eyimife Dudte.

Mayor Blixt requested an amendment to the agenda to add 13A as VFD- Well #2 and 13B as Social Media Policy.

Motion by Sparks to add 13A and 13B to the agenda, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

### Agenda #2 Consent Agenda

City staff gave a brief report on the report produced for council from the new software. Balancing was complete through July 2017.

Motion by Sparks to approve the consent agenda, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

### Agenda #3 Public Comments

Chapman Economic Development gave a thank you to all of the city staff that made Labor Day successful.

### Agenda #4 Resolution 091317- BSB lease agreement on Bobcat Skid-Steer Loader

Renewal of five year lease, all terms stay the same. Third year of the five year lease.

Motion by Jury to approve Resolution 091317, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

### Agenda #5 Ordinance No. 997 Customer rates for electric use

City staff and council counsel presented the council with Ordinance No. 997 as discussed during the 2018 budget work sessions. Increase of \$0.01/kwh.

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

### Agenda #6 Economic Development Committee appointment – Eyimife Dudte

Mayor Blixt made the suggestion to appoint Eyimife Dudte to the Economic Development Committee.

Motion by Jury to appoint Eyimife Dudte to Chapman Economic Development, 2<sup>nd</sup> Sparks, Vote: yes, unanimous. Motion carried.

### Agenda #7 Memorandum of Understanding – Special signage between VFW, Lions Club, American Legion & Knights of Columbus

City staff has been awaiting a memorandum of understanding with all signatures from the VFW, Lions Club, American Legion and Knights of Columbus. The MOU states that the city maintains all control unless the sign is weather and needs replaced. Replacement of sign, with the same

specifics is on the entities listed. The MOU has been reviewed by legal council and is very descriptive.

Motion by Battishill to approve the memorandum of understanding, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

#### Agenda #8 Ordinance No. 998 – Property management code

City staff explained that by adopting the 2012 International Code of Property Management, as suggested, would allow for specific action to be taken when there are code violations with properties within the city. Legal counsel reviewed and recommended adoption of the ordinance. Motion by Jury to adopt Ordinance 998, 2<sup>nd</sup> Sparks, Vote: yes, unanimous. Motion carried.

Agenda #9 Easement for sidewalk at Chapman Valley Manor/Racing Museum – discussion only  
City staff explained that they had received a request from the Chapman Valley Manor to replace sidewalk in front of Chapman Valley Manor that had been damaged many years ago. The Manor presented a document which had been filed with the county registrar. The document was signed by the Manor and includes a handwritten note that the city had taken responsibility of the sidewalk, which included repair and maintenance. City staff were unable to obtain any information from previous minutes. City legal counsel advised the document was likely not valid due to hand written information on the document and the absence of acceptance by the city. Current city code requires adjacent property owners to maintain and repair sidewalks. City staff requested direction from the council and it was suggested that city staff meet with the Manor and work to get the issue resolved. The city is willing to replace the damaged sidewalk but going further will hold no responsibility. City staff will work with legal counsel to get documents in place prior to fixing the damaged sidewalk.

#### Agenda #10 Police vehicle discussion and consideration for approval on lease to purchase agreements

City staff presented the council with lease purchase agreements for a vehicle to replace the Dodge Durango that had previously been discussed in the 2018 budgeting process. Several options were looked at and the one in which city staff feels comfortable recommending is the lease purchase agreement with Glaven Ford. The 2017 Ford Interceptor comes fully equipped, ready to go, bumper to bumper warranty and has free shipping from Tennessee. Financing will be done locally and the first lease payment will not be until 2018. City staff requested a motion to proceed forward with signing a lease purchase agreement with financing documents through Chapman Astra Bank.

Motion by Battishill to approve the lease purchase agreement and financing of the 2017 Ford Interceptor through Glaven Ford, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

#### Agenda #11 Indian Hill Golf Course golf cart discussion and consideration for approval on lease to purchase agreement

City staff is looking to be proactive with the continuation of a lease purchase on gas golf carts. The current lease is up in 2018 and city staff is requesting authorization from city council to continue with an additional lease agreement to replace six of the 11 electric carts that are left. The payments will be budgeted, as in the past, going forward into 2019 and on. This will help in bumping the fleet numbers up and having more carts available to golfers. The end goal is to have a fleet of 30 gas golf carts available for use at the golf course.

Motion by Jury to approve an additional lease purchase agreement for electric golf carts after current lease is up, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

Agenda #12 Property purchase for Memorial Health Systems to the City of Chapman  
Memorial Health System accepted and approved the bid from the City of Chapman for the purchase of 413 North Marshall. City staff requested a motion to approve the purchase of 413 North Marshall in the amount of \$5000 to Memorial Health Systems.

Motion by Sparks to approve the purchase of 413 North Marshall in the amount of \$5000, 2<sup>nd</sup> Murrison, Vote: yes, unanimous. Motion carried.

Agenda #13 Discussion and consideration of approval to move forward with waste water treatment feasibility study

Since the last time the council met and was updated on the federal funding meeting that city staff had attended, city staff has been in discussion with Junction City on the possibility of regionalization. Junction City is interested and asked Chapman if they would be interested in having a feasibility study done to get additional information on the possibilities going forward. Chapman's portion of the feasibility study would be \$2500. City staff requested a motion to approve the city to enter into an agreement with Junction City to have a feasibility study done for the potential of regionalization.

Motion by Jury to approve \$2500 for a feasibility study with the City of Junction City, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

Agenda #13a VFD – Well #2

City staff requested funding to install a VFD on well #2 similar to the VFD installed in 2016 on well #6. A VFD smooths the water coming out of the well. Without a VFD water hammer damages the system. The VFD is necessary to perform standpipe maintenance scheduled for fall 2017. The cost of the VFD is around \$7500 and includes both equipment and installation.

Motion by Sparks to approve VFD and VFD installation in the amount of \$8000, 2<sup>nd</sup> Jury, Vote: yes, unanimous. Motion carried.

Agenda #13b Social Media Policy

City staff has been wanting to get a social media policy in place for some time and now have one ready to present to the council for approval. City staff noted that this is simply an act of being proactive so issues do not arise and that currently there are no issues that this is attempting to fix.

Motion by Jury to approve the social media policy as presented, 2<sup>nd</sup> Battishill, Vote: yes, unanimous. Motion carried.

Agenda #14 Legislative letter/invitation to Mayor and City Council from Randall Hardy on issues affecting Chapman

Senator Randall Hardy will be in Chapman on October 11<sup>th</sup> and would like to meet with the city council. Senator Hardy plans to golf, have supper with those council members available and then come speak briefly at the council meeting. Councilman Jury offered to host supper. City staff will have Chapman Food Mart prepare the food.

Agenda #15 Executive Session – Non-elected personnel

Mayor Blixt requested a motion to move the city council, HR representative Erin Tilton, City Administrator John Dudte and City Attorney John Purvis to recess into executive session to discuss non-elected personnel matter except, K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chambers at 8:20pm.

Motion by Sparks, 2<sup>nd</sup> by Battishill, Vote: yes, unanimous. Motion carried.

Council came out of executive session at 8:20pm. Not action taken.

#### Agenda #16 Reports

##### City Administrator:

- Changing offices and reconstruction of work space at city hall, will be seeing changes within the next couple of months
- Hydrant and valve exercising plan in place
- Code inspector and police chief are collaborating on code enforcement actions.
- Kansas health survey is in process and was sent out with utility bills
- KDHE was here and inspected the sewer plants, inspection went well, looks good and there are no major or visible problems.

#### Agenda #17 Adjournment

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