

## March 14, 2018

The regular monthly meeting of the Chapman City Council was held March 14, 2018 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 Clint Thornton. Also in attendance were City Clerk Erin Tilton, City Administrator John Dudte and City Attorney John Purvis. Others in attendance were Bob Diehl, JoAnn Atkinson, Joshua Smith, Becky Seib, Tim Cable and Austin Murphy.

Mayor Blixt requested a motion to amend the agenda to add 5A – additional spending authority to purchase public works pickup.

Motion by Jury to add 5A to the agenda, 2<sup>nd</sup> Battishill, Vote: yes, unanimous (5-0). Motion carried.

### Agenda #2 Consent Agenda

Motion by Wolf to accept the consent agenda, 2<sup>nd</sup> Thornton, Vote: yes, unanimous (5-0). Motion carried.

### Agenda #3 Public Comments

Bob Diehl thanked all city staff and council for their support and efforts in making the St. Patrick's parade a success.

### Agenda #4 March for Meals Month Proclamation

Mayor Blixt proclaimed March as March for Meals Month in the city of Chapman

### Agenda #5 Appointment of Jim Carroll to Chapman Tree Committee

Mayor Blixt requested a motion to appoint Jim Carroll to the Chapman tree committee. Jim Carroll had already expressed his interest in serving on the board.

Motion by Jury to appoint Jim Carroll to the Chapman tree committee, 2<sup>nd</sup> Battishill, Vote: yes, unanimous (5-0). Motion carried.

### Agenda #5A Additional spending authority to purchase public works pickup

City staff requested spending authority to be upped \$1,500 to \$26,500 to purchase a Ford F350 box truck that has been located in Missouri. City staff planned to go look at the truck on Friday and if all looked as it did on paper requested to purchase the truck at the increased amount.

Motion by Jury to approve spending authority up to but not to exceed \$26,500, 2<sup>nd</sup> Battishill, Vote: yes, unanimous (5-0). Motion carried.

### Agenda #6 Signage – Sheeran park/tennis court fence policy

City staff worked to put together a signage policy for the Sheeran park/tennis court fence. There have been several entities in the past that have put advertisements on the fence and several others who have asked about it. This policy formalizes and gives structure to those wanting to utilize the fence.

Motion by Thornton to approve the Sheeran park/tennis court fence policy, 2<sup>nd</sup> Jury, Vote: yes, unanimous (5-0). Motion carried.

Agenda #7 Resolution 03142018 – Recreation and parks credit card usage

RecDesk is up and going. City staff would like to give an option of allowing patrons to pay online when registering for different events. RecDesk recommended Stripe. Stripe has a convenience fee associated with usage, like our credit card company we use for utility payments. None of the fees go to the city.

Motion by Jury to approve Stripe as the vendor for recreation and parks credit card usage, 2<sup>nd</sup> Thornton, Vote: yes, unanimous (5-0). Motion carried.

Agenda #8 First Impressions – KSU Research and Extension

City staff has been contacted by KSU Research and Extension about participating in a first impressions program. City representatives would go to another city and give first impression feedback, as well as the other participating city would do the same with Chapman. The city working with Chapman would be the city of Buhler. In order to participate KSU Research and Extension requires approval of participation by the city council. Staff recommends participation in the program to hopefully gain knowledge and insight of what others see when first coming to Chapman.

Motion by Battishill to approve Chapman participation in the KSU Research and Extension first impressions program, 2<sup>nd</sup> Jury, Vote: yes, unanimous (5-0). Motion carried.

Agenda #9 Varney & Associates contract renewal for auditing services (2018-2021)

2017 was the last audit year on the current contract with Varney & Associates. City staff is happy with the work and support received from April Swartz and her team. City staff recommended renewal of a four year contract.

Motion by Thornton to approve a 2018 –2021 contract with Varney & Associates, 2<sup>nd</sup> Jury, Vote: yes, unanimous (5-0). Motion carried.

Agenda #10 Ordinance 1007- Establishment of Chapman Parks & Recreation Department

A resolution was passed and published stating the intent to establish a Chapman parks and recreation department. Ordinance 1007 will officially create the department.

Motion by Wolf to pass Ordinance 1007, 2<sup>nd</sup> Battishill, Vote: yes, unanimous (5-0). Motion carried.

Agenda #11 Golf course equipment purchase

City staff made a proposal for \$7,100/year to purchase a new fairway mower and electric greens mower. The current fairway mower and electric greens mower will be sold. The \$7,100/year lease to purchase option is a ten year plan through Astra Bank.

Motion by Jury to approve a fairway mower and electric greens mower in the amount of \$7,100/year, 2<sup>nd</sup> Jury, Vote: yes, unanimous (5-0). Motion carried.

Agenda #12 Executive session – real estate

Mayor Blixt entertained a motion to recess the city council into executive session to discuss real estate pursuant to the real estate exception, K.S.A. 75-4319(b)(1). The meeting will resume in the city council chambers at 8:03pm. The executive session will include council members, city administrator and city attorney, with Mayor Blixt recusing himself.

Motion to enter into executive session by Jury, 2<sup>nd</sup> Wolf, Vote: yes, unanimous (5-0). Motion carried.

A motion to recess the city council back into executive session to discuss real estate pursuant to the real estate exception, K.S.A. 75-4319(b)(1). The meeting will resume in the city council chambers at 8:15pm. The executive session will include council members, city administrator and city attorney with Mayor Blixt recusing himself.

Executive session ended at 8:15pm, no action taken.

#### Agenda #13 Reports

##### **Councilman Jury**

- Thanked EDC for their work on the parade.

##### **City Administrator**

- Public works has on average one water leak per week, 4-5 were found last week while reading meters. Two leaks were located at the city pool, they have both now been repaired.
- Sidewalk project on Marshall is still underway. Curb is in, sidewalk will be going in next week, weather dependent.
- The sponsored recreation scoreboards have arrived and city crews will be working to get them installed.
- Chief Diercks is out of the office for a medical procedure. He is doing well and recovering.
- Alex Wright will be leaving. Chief Diercks has moved a part time police officer into a full time police officer, so no gap in coverage is expected.
- Framing and bathroom structures have been completed at 413 Marshall. Sheetrock will begin in the next week or so.
- Sign advertisement contract has been sent to city attorney for review.
- A lineman has been hired. He has 6-7 years' experience and is out of Clay Center. He will begin March 30<sup>th</sup>.
- USD 473 had a work day last Saturday at the ball field. City provided the material and the school district provided the labor for replacement of the bleachers.

##### **Councilman Wolf**

- Additional bug kills? City staff reported no additional issues since last reported.

##### **Mayor Blixt**

- June 1<sup>st</sup> is the filing deadline for the positions up for election. Positions up are Mayor Blixt, Councilman Battishill and Councilman Thornton.

#### Agenda #14 Adjournment

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