

September 12, 2018

The regular monthly meeting of the Chapman City Council was held September 12, 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 Joan Atkinson, Bob Diehl, Joshua Smith, Kevin Diercks, Luke Sanders, Lance Tilton, Tim Cable and Tina Holliman.

Agenda #2 Consent Agenda

Motion by wolf to accept the consent agenda as presented, 2nd Jury, Vote: yes, unanimous (5-0).
Motion carried.

Agenda #3 Public Comments

Bob Diehl, Chapman EDC, and Lance Tilton, Lions Club, both expressed appreciation to the city employees who worked hard to make Labor Day a success.

Agenda #4 Introduction of police officer – Luke Sanders

Chief Diercks introduced new full-time police officer Luke Sanders. Luke has been part-time with the department and is looking forward to going full-time.

Agenda #5 Ordinance 1014 “Tailgate” beer garden & fundraiser October 27,2018

Tina Holliman requested approval to have a beer garden on October 27, 2018 in Sheeran Park. All proceeds made will go to help the family of Gary Marshall who has been diagnosed with ALS. Activities planned will be tailgate themed and a meal will be provided.

Motion by Wolf to approve Ordinance 1014, 2nd Sparks, Vote: yes, unanimous. Motion carried (5-0).

Agenda #6 Appointments to recreation board - Vicki Woods (additional member), Megan Lovett (additional member) & Mike Spohn (replacement for James Bell)

Recreation board presented Mayor Blixt with requests to appoint Vicki Woods, Megan Lovett and Mike Spohn. Mayor Blixt requested motions for appointment of these positions.

Motion by Jury to appoint Vicki Woods, 2nd Thornton, Vote: yes, unanimous. Motion carried (5-0).

Motion by Thornton to appoint Megan Lovett, 2nd Jury, Vote: yes, unanimous. Motion carried (5-0).

Motion by Jury to appoint Mike Spohn, 2nd Battishill, Vote: yes, unanimous. Motion carried (5-0).

Agenda #7 Appointment to library board - Verlene Jackson (replacement for Rossi Fisher)

Library board president presented Mayor Blixt with a request to appoint Verlene Jackson to the Library board. Mayor Blixt requested a motion for Jackson’s appointment.

Motion by Sparks to appoint Verlene Jackson to the library board, 2nd Battishill, Vote: yes, unanimous. Motion carried (5-0).

Agenda #8 Property disposal policy

Policy discussed in August presented by city staff. Sets out clear guidelines for city staff and administration for disposing of city property. Anything over \$5,000 will be presented to city council for approval to sell or dispose.

Motion by Jury to approve the property disposal policy, 2nd Wolf, Vote: yes, unanimous. Motion carried (5-0).

Agenda #9 Public comment policy

City staff and legal council put together a public comment policy. It sets out expectations of those who choose to speak during public comments, as well as what those speaking can expect. It does not change any current procedures, simply puts them in a policy that everyone has access to. Because this policy is setting expectations on the public, legal council recommended passing the policy as a legal resolution. Resolution number 09122018 assigned.

Motion by Wolf to approve resolution 09122018, 2nd Battishill, Vote: yes, unanimous. Motion carried (5-0).

Agenda #10 Ordinance 1015 – Utility code updates

City staff has worked a great deal with legal council to review what utility code sets as practice and what our current practice is. With the proposed changes, no significant changes are being made. Changes to code are being made to keep the practices that we currently do.

Motion by Jury to approve Ordinance 1015, 2nd Wolf, Vote: yes, unanimous. Motion carried (5-0).

Agenda #11 KDOT grant – Chapman Downtown Safe Access for Children and Seniors

The KDOT grant titled Chapman Downtown Safe Access for Children and Seniors has been completed and submitted by city staff. KDOT requests an official resolution showing that the city council is aware of it, approves of it and will follow through with it. It's an 80/20 grant. The proposed grant was for \$305,996.90. The city would be responsible for coming up with 20% in 2020 if the grant is awarded. \$25,000 has been donated to the city and approved to go towards the 20% match, leaving the city with about \$35,000 to come up with during the next budget cycle if awarded. Resolution number 09122018A assigned.

Motion by Wolf to approve Resolution 09122018A, 2nd Thornton, Vote: yes, unanimous. Motion carried (5-0).

Agenda #12 413 N Marshall roof repairs (fitness center)

Roof leaking at the fitness center. Condensation from neighboring building's ac units is not draining properly. Roof repair presented from McGee roofing will be the same repair work as was done at city hall earlier in the summer and will also include some additional repairs to help with the condensation pooling on the roof. It comes with a five-year workmanship warranty.

Motion by Sparks to approve the roof repair by McGee roofing in the amount of \$6738, 2nd Wolf, Vote: yes, unanimous. Motion carried (5-0).

Agenda #13 Weekly invoice authorization – Indian Hill Golf Course

City staff requested authorization to cut point of sale checks for liquor being delivered to Indian Hill Golf Course. With purchasing the high percentage alcohol, payment is now required at delivery or city staff would be responsible for picking up the delivery from the distributor and

paying with credit card. Mayor suggested putting together a standard point of sale policy that would cover all point of sale transactions, up to a certain amount, to be authorized for payment and covers all departments. Council agreed, and city staff will create policy to be approved at October council meeting. Currently city administrator has authorization to spend up to \$5000 and will authorize the transactions until policy is approved.

Agenda #14 Executive Session – Non-elected personnel

Mayor Blixt requested a motion to recess the city council into executive session to discuss non-elected personnel pursuant to the non-elected personnel matter exception, K.S.A 75-4319(b)(1). The meeting will be resume in the city council chambers at 7:53pm. The executive session will include the mayor, council members and city attorney.

Motion by Wolf to enter executive session as stated, 2nd Jury, Vote: yes, unanimous. Motion carried (5-0).

Motion by Sparks to amend motion to include city administrator in executive session, 2nd Wolf, Vote: yes, unanimous. Motion carried (5-0).

Executive session ended. No action taken.

Agenda #15 Reports

City Administrator

- Parks and recreation have 44 kids signed up for youth volleyball and high school volleyball players will coaching
- Coed slow pitch will begin having games on Sunday evenings, eight teams signed up this year
- Cummins has been out to look at the generators and will be coming back to do some repairs, changes have been made to the operation of the generators to eliminate unnecessary repairs going forward
- Police department interviewed a candidate for a third full-time police officer and will be going through the hiring process with the candidate
- Burgers and liquor are now available at the golf course
- 5th Quarter, sponsored by the Nazarene Church and City of Chapman went over very well after the first home football game, 115 kids showed up for pizza, pop and games
- There will be another 5th quarter during the football season and they may continue them during basketball, looking for sponsors to sponsor each 5th quarter
- Nathan and Ed are helping with a workplace wellness grant application
- The Root family has donated a \$500 memorial for a living Christmas Tree, Linda Jark-Stoffer has been helping to coordinate those efforts and hopes to get one planted this fall
- Final contractor is working on bids for the four corners at 5th and Marshall and the alleyway at Butterfield Housing, additional information will be presented to council in October

Luan Sparks

- Thank you to the city and all their hard work to make Labor Day what it is, many do not see all the behind scenes efforts that are required

Clint Thornton

- Update on sewer project? City staff noted that engineering is working on elevations at a particular site

Mayor Blixt

- Promised an individual that the current fireworks code would be on the October agenda for discussion only, at this time council will be presented with all the information and legal council and city staff will speak to the pros and cons of having firework stands in residential areas. At the November council meeting, council will then bring a motion to the table for vote, after all information has been reviewed and council has time to consider options. Sparks requested going back and seeing what documentation was on file when the fireworks building, West of the high school, was built. City staff will find all information on hand and have it ready for review. Council members appreciated Mayor Blixt giving them the opportunity to be presented with information and have time to consider the best option

Agenda #16 Adjournment

Motion by Wolf to adjourn, 2nd Battishill, Vote: yes, unanimous. Motion carried (5-0).