

## January 11, 2023

The scheduled monthly meeting of the Chapman City Council was held Wednesday, January 11, 2023, at City Hall at 7:00 pm. Mayor Howard Battishill was present. Councilmembers Tim Jury, Dale Nelson, James Bell, Sheryl Coyner, and Mary Monasmith were present. Also in attendance were City Attorney Brad Jantz, City Administrator Bill Flanery, Director of Public Works Ed Wehrmeister, Police Chief Kevin Diercks, Police Sergeant James Reynolds, Golf Superintendent Austin Murphy, Christy Loy, and Ray Daisy.

### **#2 Certificate of Election Results**

Motion by Bell to accept the certificate of election results which reelected Mayor Howard Battishill and added new council members Dale Nelson and Sheryl Coyner, 2nd by Jury, vote: yes, unanimous (3-0, Jim Bell, Tim Jury and Mary Monasmith). Motion carried.

### **#3 Oath of Office**

City Clerk Bill Flanery administered the oath of office to Mayor Howard Battishill.

City Clerk Bill Flanery administered the oath of office to Councilmembers Dale Nelson and Sheryl Coyner.

### **#4 Consent Agenda**

Motion by Jury to approve the consent agenda as presented, 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

### **#5 Public Comments**

None

### **#6 Reappointment of City Positions**

Motion by Jury to reappoint City Attorney Brad Jantz, Municipal Judge John Barker, Municipal Court Attorney Brad Jantz, Chief of Police Kevin Diercks, Fire Chief Cecil Thrush, Treasurer Jennifer Helmer, and City Clerk/Administrator Bill Flanery to their current positions, 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

### **#7 Resolution 01112023 – GAAP Waiver**

City Attorney Brad Jantz explained that the GAAP waiver is statutory in nature and is used assert that the city does not intend to use GAAP principles but cash basis principles instead. A GAAP waiver resolution is approved every year.

Motion by Bell to approve Resolution 01112023 – GAAP Waiver, 2<sup>nd</sup> by Monasmith. Vote: yes, unanimous (5-0). Motion carried.

### **#8 Ordinance 1059 – Expanding Area for Library Board Membership**

City Administrator Bill Flanery stated the council had previously passed Charter Ordinance 9 to expand the membership area for the Library Board to include townships adjacent to Chapman. This will allow up to two members of the Library Board to reside outside of city limits as long as they reside in an adjacent township. The ordinance will not require a certain number of residents to reside outside of city limits but will allow up to two members from outside of city limits to become library board members in the event the positions are not able to be filled from within the city limits. Councilmember Nelson stated that expanding the area for membership to include townships outside of the city limits could result in library

## **January 11, 2023**

board members that do not pay any city taxes toward the library. Mayor Battishill stated that filling vacant library board positions is difficult and this will provide a bigger pool of people to choose from. The Recreation Advisory Board recently expanded their membership area as well. The townships included in Ordinance 1059 were selected because they matched up with the school district. These residents often support the library indirectly.

Motion by Jury to approve Ordinance 1059 – Expanding Area for Library Board Membership, 2nd by Bell. Vote: yes, unanimous (5-0). Motion carried.

### **#9 Renewal of Advantage Computer Jayhawk Software Contract**

City Administrator Bill Flanery stated Jayhawk Software is used throughout the office. The software is used for utility billing, payroll, accounts payable, bank reconciliation, and to manage municipal court. The price for the software has not gone up in three years. It is an annual contract, and the software support has been very good.

Motion by Bell to approve renewal of the contract with Advantage Computer, 2nd by Jury. Vote: yes, unanimous (5-0). Motion carried.

### **#10 Renewal of Health Insurance Plan with Total Plan Solutions**

City Administrator Bill Flanery stated the Total Plans Solutions contract is an annual contract that provides health coverage to full-time employees. The city uses Surency to provide vision insurance, Delta Dental for dental coverage, Cerpax RX for prescriptions, and Total Plan Solutions for other health coverage. Bill Flanery stated he and Mayor Battishill had a meeting with all full-time employees that were covered by Total Plan Solutions to identify and address any potential issues with the coverage. There were some issues when the program was initially switched from Blue Cross to Total Plan Solutions, but since the initial transition, it appears to be working pretty well. The city currently has seven members that participate in the coverage. The cost of the program is much more affordable than the previous coverage with Blue Cross. Councilmember Jury stated the plan with Total Plan Solutions is about half the cost of what the city was paying previously. Several of the employees currently enrolled in the program were in attendance at the meeting and available if there were any questions.

Motion by Jury to approve renewal of the health insurance plan with Total Plan Solutions, 2nd by Monasmith. Vote: yes, unanimous (5-0). Motion carried.

### **#11 Renewal of Delta Dental Insurance**

City Administrator Bill Flanery stated there was a slight increase in the rates for Delta Dental.

Motion by Bell to approve renewal of the contract with Delta Dental, 2nd by Jury. Vote: yes, unanimous (5-0). Motion carried.

### **#12 Renewal of Surency Vision Insurance**

City Administrator Bill Flanery stated the cost for Surency vision insurance did not increase and has not increased in three years. The businesses that are included in the network are somewhat limited, but it is accepted by a few businesses in the area to include The Eye Doctors in Junction City.

Motion by Nelson to approve renewal of the contract with Surency, 2nd by Jury. Vote: yes, unanimous (5-0). Motion carried.

**January 11, 2023**

**#13 Renewal of iWorQ Software Contract**

City Administrator Bill Flanery stated iWorQ software is used to track work orders, code enforcement, permits, and blight enforcement. The price of the software decreased by \$500.00 as a portion of the package was not needed. This is a multi-year contract and some additional cash-basis language needs to be included before we sign the agreement. So far, iWorQ has been unwilling to include the necessary additional language but the city will continue to work towards a solution. Bill Flanery recommended the council approve renewal of the contract contingent upon staff review and revision.

Motion by Nelson to approve renewal of the contract with iWorQ contingent upon staff review and revision that would include necessary cash-basis language, 2nd by Jury. Vote: yes, unanimous (5-0). Motion carried.

**#14 Declare Astra Bank as Official Banking Institute**

Motion by Jury to declare Astra Bank and the city's official banking institute, 2nd by Bell. Vote: yes, unanimous (5-0). Motion carried.

**#15 Declare Dickinson County News-Times as Official Newspaper**

Motion by Jury to declare Dickinson County News-Times as the city's official newspaper, 2nd by Monasmith. Vote: yes, unanimous (5-0). Motion carried.

**#16 Reports**

**Director of Public Works Ed Wehrmeister**

The public works team continues to work on water leaks as they arise. The lights donated by the Root family have been assembled and locates have been called in. The lights will be installed in Sheeran Park.

**Golf Superintendent Austin Murphy**

Everything at the golf course is going well. The plan for the maintenance shop will be discussed at the next council meeting. People are out golfing despite the weather.

**Director of Parks and Recreation Victoria Heller**

The basketball league was a huge success. It was for children from 3rd through 6th grade and was a 3 on 3 style tournament. It was coed and about 86 children participated. It lasted four weeks. Spring and summer sports are rapidly approaching. Soccer league starts on April 1st. T-Ball, baseball, and softball start on May 6th. Sponsorship opportunities have been posted on social media. There are two sponsorship opportunities. The first package includes a sign that will be displayed in the outfield and the sponsor's name will be displayed on the back of the t-shirts. The second package is simply a sign that will be displayed in the outfield. The first package is \$600.00 and the second is \$300.00. Five sponsors have already signed up for the \$600.00 package. The school was contacted in September about the city conducting a cheer clinic in January. There was no response from the school so the cheer clinic was scheduled and posted on social media. Once the cheer clinic was posted on social media, the school contacted us and stated they already had a cheer clinic scheduled for January. The city canceled our scheduled cheer clinic since the school was already having one. We are looking at scheduling another cheer clinic in March.

**Police Chief Kevin Diercks**

The city has a new police officer, Brian Pryor. Brian worked at the Dickinson County Sheriff's Office and lives in Chapman. He's a resident of the town and wants to be part of the community. The statistics

**January 11, 2023**

generated for the police response report are a little skewed. For example, the report states we only had four arrests for the year. We actually had many times that amount. The statistics are based on how the call was initiated. If someone called in a noise complaint and, after the police arrive someone is arrested for disorderly and drug possession, the incident is still reported as a noise complaint. The total number of calls is fairly accurate but the individual incident numbers are not.

**City Attorney Brad Jantz**

The planning and zoning code needs substantial revision. The zoning and planning board will need to be involved as well as the governing body. We have received the Owner's and Encumbrances policy for the two distressed properties (214 E. 5th and 232 E. 1st). The city should look into the potential of a land bank for a possible disposal technique for some of the more distressed properties in town.

**City Administrator – Bill Flanery**

Elizabeth Berg has contacted KDHE about the possibility of building a dog park next to the elementary school where the city dump was located many years ago. KDHE is in favor of the project and there may be some funding possibilities to make it happen.

Doug Thompson and Tesla had conversations about possibly installing charging stations at the Chapman Food Mart. They were unable to come to an agreement. There was no incentive for the Chapman Food Mart to enter into the contract. The location was not being leased, maintenance of the ground itself would be the responsibility of the Chapman Food Mart, all proceeds and tax breaks from the charging stations would go to Tesla. The only possible revenue for the Chapman Food Mart would be from individuals purchasing something from the store while their cars were charging. There are still a couple of other options for charging stations but the Tesla option will not work.

The abatement of the old grocery store has been completed at no cost to the city. The next step is to decide what to do with the property. The American Legion is not sure they can afford to demolish the building.

There are currently 10 people signed up to use the fitness center. The cost is \$8.00 a month. The cost to maintain the fitness center far exceeds the revenue the city is receiving from it. The bill from Kansas Gas service last month was \$141.00. Vyve internet and cable for the building is almost \$250.00. The council questioned why there was a need for internet at the fitness center. Councilmember Jury stated the fitness center was a quality of life issue and, while it may lose some money, it provides a benefit for the community. Bill Flanery will contact Vyve about lowering the cost for internet and cable and discuss the issue at a future council meeting.

Raygen Battishill and some of the local businesses want to have a St. Patrick's Day celebration on March 18th. The event would not be sponsored by the city. They have discussed the possibility of a parade, vendors, bouncy houses, and touch a truck. They may request a road closure for Marshall Street.

Unifirst provides clothing for the public works department and brings in carpets for the office. The city paid almost \$7,000 to Unifirst last year for uniforms and rugs. The city could provide a clothing allowance to public works employees and purchase our own rugs for far less. Brad Jantz will look at the contract and see if there is a provision for the city to terminate it.

Cintas fills six first aid kits for the city. The city paid almost \$2,500 last year for Cintas to keep the first aid kits filled. The city could buy six new first aid kits every year for less than \$2,500. Cintas does not service the city's AED machines. Liz Berg is looking into the possibility of grant money for the purchase of additional AEDs.

## January 11, 2023

The floodplain ordinance was passed in 2021. When it was passed, a notice of the hearing was sent to be published in the newspaper. The notice of the hearing was not published at least 20 days prior to the hearing and now we are required to republish the ordinance. A notice will once again be sent to the paper and the ordinance will be placed on the upcoming agenda. Again, nothing has changed in the ordinance. This is an administrative issue to ensure the city is in compliance with the National Flood Insurance Program (NFIP) and eligible to receive FEMA funds in the event of an emergency. The floodplain ordinance is a separate issue from the flood map revision the is currently underway. The ordinance does not change the maps in any way. The proposed ordinance will be the exact ordinance that was passed in 2019. The city is part of the Dickinson County Mitigation Plan and that also provides for assistance from FEMA in case of an emergency. The Community Rating System provides for a discount on flood insurance.

The audit is almost complete and should be presented at the next council meeting. It should have been completed last year.

### **Council**

Mayor Battishill – Thanked everyone for what they do for the city.

### **#17 Adjournment**

Motion by Bell to adjourn, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

---

Howard Battishill, Mayor

ATTEST:

---

Bill Flanery, City Clerk