

## **December 8, 2021 – Special Council Meeting**

A special council meeting of the Chapman City Council was held Wednesday, December 8, 2021, at City Hall at 6:45 pm. Mayor Howard Battishill was present. Council members present were Christy Loy, Mary Monasmith, Tim Jury, Jim Bell, and Rick Johnson. Also in attendance were City Administrator Mark Campbell, City Attorney John Purvis, City Clerk Bill Flanery, Director of Public Works Elizabeth Berg, Police Chief Kevin Diercks, and Water Operator Logan Lecates.

### **#2 Budget Amendment Hearing for 2021**

City Administrator, Mark Campbell, stated the Special Highway Fund was over budget this year due to paving the road on Marshall and engineering costs for the disability ramps at the intersection of Marshall and 5th Street. The amount budgeted for the Special Highway Fund was \$39,000.00 and the proposed amended amount is \$139,000.00. The Water Fund was over budget due to replacing the water line under the railroad on Old Highway 40. The amount budgeted for the Water Fund was \$306,058.00 and the proposed amended amount is \$348,058.00. The General Fund had a number of bigger items that were not budgeted. The HVAC system installed at City Hall and the Interim City Administrator were not budgeted. Only one staff member was budgeted from the General Fund but two members of the staff were paid from the General Fund for most of the year. Police overtime also factored into the General Fund being over for the year as well as \$18,000.00 for street lights that was not included in the budget. The amount budgeted for the General Fund was \$959,000.00 and the proposed amended amount is \$1,077,450.00. Only three funds were over the budgeted amount and two of them were specifically due to projects being completed that were not included in the approved budget.

There were no comments from the public.

### **#3 Adjournment**

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

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The regular monthly meeting of the Chapman City Council was held Wednesday, December 8, 2021, at City Hall at 7:00 pm. Mayor Howard Battishill was present. Council members present were Christy Loy, Mary Monasmith, Tim Jury, Jim Bell, and Rick Johnson. Also in attendance were City Administrator Mark Campbell, City Attorney John Purvis, City Clerk Bill Flanery, Director of Public Works Elizabeth Berg, Police Chief Kevin Diercks, and Water Operator Logan Lecates.

Motion by Jury to change item #13 to item #5B, 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

**#2 Consent Agenda**

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

**#3 Public Comments**

None

**#4 Discussion with Mark Bachamp with OLSSON on ADA Ramp Project at intersection of Marshall and 5th Street**

Mark Bachamp was not in attendance but previously provided the council with amended diagrams of the ADA Ramp Project. The new diagrams round out the intersection and make it larger as discussed at last month's city council meeting.

Motion by Bell to move forward with the ADA Ramp Project and put it out for bid in January 2022, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

**#5 Approval of budget amendment for 2021**

Motion by Johnson to approve the budget amendment for 2021, 2nd by Monasmith, vote: yes, unanimous (5-0). Motion carried.

**#5B Change Order 3 for Lagoon Project (Reduction of \$14,143.00 to Project)**

Motion by Johnson to approve Change Order 3 for the Lagoon Project (a reduction of \$14,143.00 to the project), 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

**#6 Resolution 12082021 – Payment to Nowak in the amount of \$43,676.24**

Motion by Bell to approve Resolution 12082021 for payment to Nowak in the amount of \$43,676.24, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

**#7 Resolution 12082021B – Authorization of draw-down on temporary note in the amount of \$30,703.23**

Motion by Bell to approve Resolution 12082021B for authorization of draw-down on temporary note in the amount of \$30,703.23, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

**#8 Discussion on payment for resident's usage of Blixt Landfill for brush disposal**

The city currently pays Blixt Landfill \$3,000.00 annually for residents to use the landfill for brush and yard waste disposal. In 2011, every resident was charged \$1.00 for use of the landfill to cover the cost. In January 2012, the city stopped collecting \$1.00 from each resident but has continued to pay for residents to use the landfill. The city has a brush pile that residents can use but it is not monitored and

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people have dumped lumber and other items instead of brush or yard waste. It is illegal for the city to burn anything other than brush and the city could be fined by the Kansas Department of Health and Environment if people dump items other than yard waste in the brush pile. The city uses Blixt Landfill for disposal of various items but pays for that service each time.

Councilman Jury recommended the City enter a contract with Blixt Landfill for residents to continue to use the landfill for yard waste disposal.

Motion by Bell to add \$1.00 to each resident of Chapman's utility bill to cover the cost of residents' use of Blixt Landfill for yard waste and brush disposal dependent on the city entering into a contract with Blixt Landfill for \$3,000.00 annually for yard waste and brush disposal, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

**#9 Discussion on entering contract with Vyve to deliver internet and phone service to City offices**

Vyve presented the city with a contract to install fiber optical cable for city offices including City Hall, the fitness center, and the golf course. The city already uses Eagle/Vyve for phone services and internet. However, there is a phone line at the city generator and at the swimming pool that are current provided by AT&T. AT&T currently charges over \$300.00 for those two lines and the city's directory listings. The offer from Vyve for fiber optical cable and replacing all phone lines and hardware is \$1,149.00 monthly. The city is currently paying \$1,105.00 monthly for the same services. Changing to Vyve would be an upgrade in services and Vyve would provide all new hardware/equipment.

Motion by Johnson to accept and enter the contract with Vyve to deliver internet and phone service for city offices, 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

**#10 Application for Historic Economic Asset Lifeline (HEAL) grant for \$75,000.00 to renovate upstairs of City Hall (446 N. Marshall)**

The Kansas Legislature passed the HEAL grant to assist with renovating old buildings in downtown areas. It is not limited to cities. Private individuals may also apply for the grant and the city can write a letter sponsoring them. The city has a difficult time getting full-time police officers. Renovating upstairs would allow a place for on-call police officers to stay or new city employees to use as temporary housing. The building is structurally sound, but it would require new electric and plumbing. The grant would max out at \$75,000.00 and it is a dollar-for-dollar match. The city would have to guarantee the money would be in place by September 1st and work would begin by December 31st of next year (2022). There is also a possibility for CDBG to assist with the project.

Motion by Johnson to apply for the HEAL grant in the amount of \$75,000.00 to renovate the upstairs of City Hall, 2nd by Jury, vote: yes, unanimous (5-0). Motion carried.

**#11 Approval of CMB License for Casey's**

Motion by Bell to approve the CMB license for Casey's, 2nd by Monasmith, vote: yes, unanimous (5-0). Motion carried.

**#12 Approval of CMB License for Chapman Food Mart**

Motion by Bell to approve the CMB license for Chapman Food Mart, 2nd by Monasmith, vote: yes, unanimous (5-0). Motion carried.

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**#13 Renewal of contract with SMG for IT services**

SMG currently does all the computer services for the city. They assist with virus protection, software, and come to the office to assist with any hardware issues. They also provide a level of protection from cyber threats. The price of \$1,189.77 per month includes customer service support calls and the city has used SMG for several years.

Motion by Johnson to approve renewing the contract with SMG for IT services, 2nd by Bell, vote: yes, unanimous (5-0). Motion carried.

**#14 Reports**

The City Administrator will be out of the country for a couple of weeks over the Christmas holidays.

Councilman Jury thanked everyone for their efforts with the Hometown Tree Lighting Ceremony.

Mr. Purvis stated the title was clear for the old grocery store and the city is moving forward. Mark will contact the environmental agency for the State and let them know the city will be moving forward to apply for a grant to assist with asbestos removal.

**#15 Adjournment**

Motion by Johnson to adjourn, 2<sup>nd</sup> by Jury, vote: yes, unanimous (5-0). Motion carried.