

# Sept 8, 2014

## Council Meeting Minutes

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Call to Order—Mayor Linda McCowan

Roll Call—City Clerk Cathy Grover

Members in attendance: Mayor Linda McCowan, Council President Deb Bader, Council persons Chris Mead and Vickie Alsup, City Clerk Cathy Grover. Council person Phyllis Agee joined meeting following Motion #4.

**Motion #1:** Deb Bader made a motion to accept August 4 Budget Meeting Minutes with ABB&B correction to Adams, Brown, Berans and Ball. Vickie Alsup second. Carried 3-0.

**Motion #2:** Deb Bader made a motion to accept August 4 Council Meeting Minutes with Fire Department Report correction #1312 to #1312 Fire Engine. Chris Mead second. Carried 3-0.

### Unfinished Business

A. Security Box Presentation lead by Council Member Bader.

Presentation by Deb Bader of 4 quotes. Discussion followed.

**Motion#3:** Deb Bader made a motion to accept the Pro-Tex 160 through the Wall Depository Safe for installation at City Building, at cost of \$215.00. Chris Mead Second. Carried 3-0.

B. Municipal Judge Discussion led by Mayor McCowan

Linda assigned municipal judge contact responsibilities to Deb Bader.

C. Sanitation Issue Discussion led by Council Member Mead

Chris Mead noted the City cannot contact the Churches on the resident's behalf for financial assistance. The residents must make the requests to churches individually. City Clerk will send residents a letter to this regard.

D. Fire Department Fundraising Discussion lead by Council Member Mead

Fire Department Cookie Fund was cancelled by Fire Chief Barry Jack.

E. Garbage Audit – Arrow Trash Representative to be in Attendance

Craig and Renee Moore presented their mapping of the active accounts. Arrow stated a contract was completed with City of Pawnee Rock while Leanna Unruh was City Clerk. Discussion regarding the need

to renew said contract. City Clerk is directed to contact Ron Smith to inquire about current contract and potential need for renewal

**Motion#4:** Deb Bader made a motion (a) following garbage account verification a letter will be sent out to the residents whose accounts are affected (b) Any funds due will be credited to the resident's account (c) credited amount will include any over-charges from the January 2014 billing cycle to current billing cycle (d) accounts using more totes than currently recorded in the Jayhawk system will be adjusted accordingly. Chris Mead second. Carried 3-0.

Council person, Phyllis Agee, joined the meeting.

F. 1312 Estimate from Detroit Diesel and Tarp Pricing Report Discussion lead by Fire Chief Jack

Barry Jack reported the 1312 Fire Engine estimate from Detroit Diesel ranged from \$250-\$300. Barry is still in process of getting more quotes for the tarps for the two pumper trucks.

**Motion#5** Deb Bader made a motion to allow Fire Department up to \$300 to get the 1312 Fire Truck engine/transmission fixed at Detroit Diesel. Chris Mead second. Carried 4-0.

## **New Business**

A. Ice Melt

**Motion #6:** Deb Bader made a motion to allow Shane Bowman, to purchase up to \$300 of ice melt. Vickie Alsup second. Carried 4-0.

B. KDRS System Training – Setoff Program

**Motion #7:** Phyllis Agee made a motion to allow the City Clerk to attend free training session by KDRS on the Setoff Program on October 14, 2014 in Hays, KS from 9 AM to Noon. Clerk will drive personal vehicle and City will reimburse mileage at the current Federal government rate. Deb Bader second. Carried 4-0.

C. Barton Health Department Flu Shots on Oct 9, 2014 - 2:30 to 3:30 PM

**Motion #8:** Chris Mead made a motion to allow the Barton County Health Department to give Flu Shots at the Pawnee Rock City Hall on October 9, 2014 from 2:30-3:30 pm. Deb Bader second. Carried 4-0.

D. Sand on Streets before Harvest

Maintenance has received quotes from both Eakin and Stone Sand and Gravel.

**Motion#9:** Chris Mead made a motion to allow Shane Bowman to purchase 1000 tons from Eakins at \$5.50 per ton as needed. Vickie Alsup second. Carried 4-0.

E. Select a Voting Delegate for League of Kansas Municipalities

**Motion#10:** Chris Mead made a motion to elect Deb Bader as LKM voting delegate for the City of Pawnee Rock. Phyllis Agee second. Carried 3-0. Deb abstention.

**Resolution #74** regarding Barton County Mitigation Plan was accepted by council consensus.

### **Resident/Public Request to appear before council to contest/alter utility bill.**

Ladena Harmeza

Request to alter utility bill due to excess water usage. Resident claims failure by landlord to fix leak in timely manner resulted in excessive usage. Council determines this is a dispute between tenant and landlord and no alterations to the amount due will be made. As tenant has left no forwarding address no letter can be sent on behalf of the City to the resident.

Dustin Chambers

Request to alter utility bill because resident believed he had previously paid the balance due via check. In previous communication with the City Clerk, he noted his bank has no record of these checks being issued or clearing his bank account. Customer has since paid what was past due. Council determines that since the account balance for the previous month was paid in full and no record of previous payments in question are in the City's utility system or the resident's bank account no alterations to the balance owed will be made.

### **Department Reports**

#### Treasurer Report

**Motion#11** Deb Bader made a motion to accept the treasurer's report and to approve checks #2962-2970, 2975 and preapprove payment to True Value in the amount of \$195.49. Vickie Alsup second. Carried 4-0.

#### Maintenance Report

**Motion#12** Chris Mead made a motion to change part-time maintenance position to 32 hours per week, allowing for maintenance personnel to qualify for KPERS if it is wanted. Phyllis Agee second. Carried 4-0.

#### Clerk Report

**Motion #13** Chris Mead made a motion to allow the purchasing of two new office chairs from the 3 bids from Wal-Mart Online, each chair to be less than \$200. Deb Bader second. Carried 4-0.

**Motion#14** Chris Mead made a motion to place an ad in Great Bend Tribune for part-time maintenance position at less than 15 hours per week. Second by Deb Bader. Carried 4-0.

#### Fire Department Report

Spreadsheets that Galen is working on with State Fire Marshall will hopefully be done later this week. Chris Mead noted that the spreadsheets will help in future grant writing for fire department funds.

### EXECUTIVE SESSION

At 8:23 PM Linda McCowan called for an Executive session for 10 Minutes. Barry Jack was called back with the executive session. 8:32 PM Council returned from executive session.

Barry Jack noted the public is invited to the Fire Department Open House to be held on October 21, 2014 from 7:00 to 9:00PM. Safety Awareness will be highlighted. Linda will put an article in the Great Bend Tribune. Fire department was advised to bring notice to Council before the October meeting if there are any needs.

Contractor Report from John Henderson included monthly update, petty cash report and changes in Jayhawk Report.

**Motion#15** Deb Bader made a motion to approve template for unclaimed property. Vickie Alsup second. Carried 4-0.

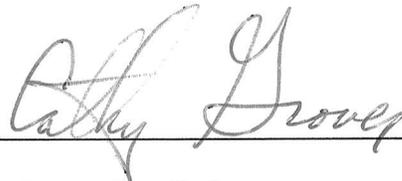
**Motion #16** Chris Mead made a motion to approve the \$19.30 credit to Jayhawk program per account 079. Deb Bader second. Carried 4-0.

**Motion#17** Deb Bader made a motion to adjourn Council Meeting. Chris Mead second. Carried 4-0.

Meeting Adjourned at 8:45PM.



Linda McCowan, Mayor



Cathy Grover, City Clerk

10-6-2014

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Date Approved