

**City Council Meeting Minutes**  
**Feb 2, 2015**  
**7:00 PM**

**Call to order**—Mayor—Linda McCowan

**Roll Call**—City Clerk-- Cathy Grover

Mayor--Linda McCowan present  
Council President---Deb Bader present  
Council Person---Chris Meade present  
Council Person---Vickie Alsup present  
Council Person---Dorian Frances present  
Council Person---Phyllis Agee absent

**Pledge of Allegiance** led by Mayor

**Agenda Changes**-- Added two items to new business

3. Internet Usage Policy
4. Municipal Code Compliance Request Process.

**Approval of Regular Meeting minutes 1-5-2015.**

**Motion#1** Deb Bader motioned to table approval of minutes of 1-5-2015 meeting and place in Unfinished Business of next council meeting, due to lack of quorum of members present at 1-5-2015 meeting. Chris Meade seconded. Carried 4-0.

**UNFINISHED BUSINESS----None**

**NEW BUSINESS**

1. KRWA request for preparation of consumer confidence report.  
Council decided it is not necessary. Will continue with current plan of action to send it out in first class mailing and post it on own website.
2. Personnel Concepts for Compliance.  
Follow-up with Keller email on free compliance posters and check with LKM to find list of all that is required to be in State and Federal compliance. Re-schedule as unfinished business March 2, 2015.

**EXECUTIVE SESSION** Human Resources

**Motion #2** Deb Bader made motion to go into Executive Session at 7:15, for 10 minutes, to discuss Human Resource issue. Chris Meade seconded. Carried 4-0.

**New Business Continued @ 7:24**

3. Internet Usage Policy  
Deb Bader read through the proposed policy and asked Council to please review it closely, with intention of being able to adopt it at next Council meeting.

#### 4. Municipal Code Compliance Request Process

Deb Bader explained this process to Council as a means of setting a workable platform to assist Ordinance Enforcement Officer and City Clerk in implementing new compliant process. Council asked to preview it closely, with intention of being able to adopt it at next Council meeting.

**Motion#3** Dorian Frances motioned that City pay the City Enforcement Officer a \$25.00 per month nominal fee, effective Feb. 1, 2015, to be paid quarterly. Vickie Alsup seconded. Carried 4-0.

**PUBLIC REQUEST TO APPEAR BEFORE COUNCIL**---No requests made.

#### **DEPARTMENT REPORTS/January**

##### Treasurers Report

**Motion#4** Deb Bader motioned to approve pending checks 3081,3088,3090,3094,3096,3099 for payment. Dorian Frances seconded. Carried 4-0.

**Motion#5** Deb Bader motioned to approve invoices for Water's True Value in amount of \$48.72, OPI for \$18.58, Johnson Electric for \$12.00, GB Tribune for \$61.01 and KDH&E for \$7059.67. Chris Meade seconded. Carried 4-0.

##### Clerks Report

Linda McCowan notified Council that City Clerk would be absent from Office starting Feb 5 thru March 10, for medical reason. Office hours will be temporarily changed to 9 – 11 AM on TU, W, Th. John Henderson, contracted with the City, will step in to assist by working two nights a week on either T, Th or Fri, and also on Saturday mornings. Linda asked if Council members could help her with the working of the temporary office hours during week.

**Motion# 6** Chris Meade motioned the Council purchase two 4-drawer steel locking file cabinets for the City Office, from OPI, at cost of \$240 each. Deb Bader seconded. Carried 4-0.

##### Petty Cash Report

##### Changes in Jayhawk Report

##### Maintenance Report

##### Fire Chief Report

Council requested Barry Jack to provide a checklist of Forest Service requirements for giving Fire Department a 5-Ton Truck, before entering into any agreement on this. Barry provided a scenario of replacing the Deuce and half, with 5 ton tanker from Forest Service. Then sell both pumpers and look to find pumper/tanker truck to replace the two pumpers. Keep brush truck. This would give department 3 trucks.

**Motion#7** Dorian Frances motioned to allow the purchase of materials needed to install the lights in the fire department, including cost of inspection, up to \$1000.00, with Maintenance performing the installation, funds to come from Fire Dept Fund.

##### Contractor Report – John Henderson

Monthly Update Report

**Motion#8** Deb Bader motioned to adjourn the meeting at 8:55 PM. Chris Meade seconded. Carried 4-0.

Mayor, Linda McCowan \_\_\_\_\_

City Clerk, Cathy Grover \_\_\_\_\_

Date Approved \_\_\_\_\_