

## **Council Meeting Minutes      April 3, 2017**[Type here]

### **Call to Order-Mayor**

Roll Call Mayor-Linda McCowan-Waite, Present; President of Council-Deb Bader, Present; Council Persons- Chris Mead, Vickie Alsop and Paul Umble, Present. Phyllis Agee, Absent-Will be late.

### **Pledge of Allegiance led by Mayor**

Agenda Changes    Move item #1 of New Business, Insurance Planning Quote by Jolene Biggs, prior to start of old business.    This will be followed by Public Requests to Appear (4 items). Unfinished Business items 1 Portable Buildings and Intermodal Containers Ordinance changed to item 2, item 2 Chipper for brush control changed to item 3, item 3 KDAgric Water Appropriation File DRAFT 40055 changed to item 1.

**Motion #1** Deb Bader motioned to approve of 2-6-2017 as written. Vickie Alsop seconded. Motion carried 3-0, with Chris Mead abstaining.

Council Person Phyllis Agee joined the Council Meeting @ 7:10PM

**Motion #2** Chris Mead motioned to approve the 3-6-2017 meeting minutes as written. Vickie Alsop seconded. Carried 3-0, with Paul Umble and Deb Bader abstaining.

### **New Business**

1. Insurance Planning 2018 Quote by Jolene Biggs. Jolene walked Council thru the Insurance Program page by page. Main item of change was the deductible changing from \$500 to \$1000. On the Equipment Floater page 7 it was noted the Dixonson Mower was not included. Clerk will provide necessary info to get this item added back on. On page 12 it was noted that the insurance writers have added a new general liability coverage for water companies, class code 99943. On page 15 it was pointed out that the vehicle item #0003 1966 Military 2 ½ ton tank truck needs to be deleted. On page 16 Driver Information need to add Devon Link and provide DOB for James Oberle and Rostin Tammen. Remove Richard Hoke. On page 18 was noted that Worker's Compensation Rating Basis two codes were added. 9102 Park NOC all employees and 7520 Waterworks. On page 20, it was pointed out the optional coverages that had been included in the renewal figures. Council is in concurrence to retain the Violent Event Response and the Commercial Auto Elite Extension optional coverages. Some discussion followed on City Property stored in the Round Top storage building at 305 Rock. Clerk will provide an inventory of large items stored within and

obtain the dimensions of the steel building. Total Estimated Premium is at \$8944.00 for 2018 program plan. After the changes are made this may change.

**Motion #3** Deb Bader motioned to accept the proposed 2018 insurance program with all the corrections previously noted. Chris Mead seconded. Carried 5-0.

**Resident/Public Request to Appear before Council (4 Individuals)**

1. Marla Johnson and Traci Guesnier Fencing Permit 424 Sante Fe Proof was provided to City Clerk to show ownership has been transferred from Roger Johnson to Marla Johnson. Traci is asking to move ahead with the plan to fence in an existing wood shed on the property and the 18'x9' utility trailer he has moved onto the lot for tool storage. This utility trailer currently sits just east of the wood shed. Council is in consensus to allow Traci Guesnier to move forward with the fencing as proposed in the letter received from both Marla and Traci, dated 2-22-2017.
2. Billie McQuiston 000 Walnut Fencing Permit Connie McQuiston has signed the fencing permit and is aware of it. Council needs a more detailed drawing showing the setbacks which will be abided by from alleyway and Walnut street and the type of fencing materials to be used. Bring back to Council at next meeting. Shane will visit with Billie.
3. David Shearrer 429 Pawnee Ave Fencing Permit No representative at meeting. It was noted that he has started putting in new wood fencing in same location as old fence rather than just fixing the old with same chain link material; which was originally discussed and told no need for permit as it is grandfathered in. The new wood fencing is not following required setbacks from road and alleyway. Shane will talk to Mr. Shearrer.
4. Shane Bowman 509 Cunnife Ave Fencing Permit Shane Bowman intends to put in a 4-foot tall chain link fence all the way around the property. Maintaining 5 foot easements from sidewalks, alley and two adjoining property lines. Council is in concurrence.

**Unfinished Business**

1. KDAgric Water Appropriation File DRAFT 40055. Clerk reported that the KS water office has been out and completed a new diversion rate test on the pump/well, changing pumping rate from 75 gpm to 90 gpm. There was also an error discovered in legal description. The well is located a few hundred feet off from where it says it should be. Shane Bowman in conversation with KSAgric staff decided to let KDAgric make necessary correction to the legal, rather than request a new survey. These two

corrections are in the new draft for file 40,055 which was mailed to Pawnee Rock on March 20,2017. If Council is okay with these corrections on the draft and see no need to make any further corrections then the Certificate of Appropriation for Beneficial Water Use will be issued after April 20<sup>th</sup>, 2017 as it is presented here. Council is in consensus there is no further need for action.

2. Portable Buildings and Intermodal Containers Ordinance. Lots of discussion on the Intermodal containers. Questions arose around the need for these to meet the FEMA guidelines. Deb Bader referenced the 2007 Floodplain Management in Kansas Quick Guide put out by the KS Dept. of Agriculture. Can be found online at <http://www.ksda.gov> Clerk was asked to forward a copy of this to each of the Council members via email. The Ordinance regulating the use of Portable Buildings and Intermodal Containers was tabled until the next meeting.
3. Chipper for brush control. Deb Bader presented 4 online quotes for Wallenstein chippers in sizes ranging from 3-inch to 7-inch, prices ranging from \$4499.99 to \$7049.99. A used 2013 Vermeer BC600XL wood chipper has been located in Dodge City, KS @ United Rental INC 800-877-3687. Stock # 10113293 For \$7548.00 S/N VR2091H1D1004981. It has a 6-inch mouth, Kohler 27 HP engine, hydraulic feed, with 229 hours on it. **Motion #4** Chris Mead motioned to allow purchase of a used 2013 Vermeer BC600XL with 6-inch capacity located in Dodge City with 229 hours of use on it, at a cost of \$7548.00, with funds to come from Maintenance Fund, with Shane Bowman looking at it first. Seconded by Deb Bader. Carried 5-0.
4. Charter Ordinance # 6. Number of electors signing petition??? Clerk read email from City Attorney dated March 28, 2017 regarding the Charter Ordinance #6 passed back in October 2016, where the Council choose to eliminate the sentence requiring several electors to sign nominating petition. City Attorney suggests we correct this and has forwarded an Ordinance to do this. **Motion #5** Deb Bader motioned to approve the Ordinance setting the minimum number of signatures needed at three for a nominating petition to run for City elective office in Pawnee Rock. Phyllis Agee seconded. Carried 5-0.

#### **New Business**

1. Insurance Planning 2018 Quote-Jolene Biggs moved up per agenda change.

2. Revisit John Henderson proposal for new contract website only. Clerk presented written proposal submitted by John. Minimal discussion. Council members which are familiar with the website are Deb and Chris. Suggest others look at it and come back to next Council meeting with ideas for it. Contract proposal tabled till next meeting.
  
3. Renew Advantage Computer Contract for Utility software.      **Motion #6** Motion by Deb Bader to accept the Advantage Computer contract effective July 1, 2017 to June 30, 2018 for \$750.00. Seconded by Vickie Alsop. Carried 5-0.
  
4. Pawnee Rock Township Fire Contract Renewal. Heath and Joyce Link will be talking with Pawnee Rock Township about the contract in near future. They will also visit with Liberty township and see if they can get that contract back.
  
5. Re-schedule May 1 meeting to May 8      It is consensus of Council to reschedule this. Clerk will call Jerold Oberle about the change.

**Executive Session/** Personnel exception to discuss employee hired status.      **Not necessary.**

**Department Reports**

Fire Chief      Two reports were presented. One by fire chief and one by Shane Bowman. Mayor questioned Fire Chief about getting order in for new first aid kits for all vehicles, including City truck and City Office from Boundtree Medical, to use up the \$253.98 in credit we have with them. Fire Chief reported that the fire ban has been removed for BT County. The new fire truck had been taken up to Hays Fire Equipment a few weeks ago for an estimate on fixing all problems. They have said the repairs would run less than \$5000.      **Motion# 7** Paul Umble motioned that the go ahead on needed repairs on fire truck be given to Hays Fire Equipment if repairs remained at \$5000.00 or less. Phyllis Agee seconded. Carried 5-0.

Treasurer      Consensus by Council to accept report as presented.      **Motion #8** Deb Bader motioned to pay USA Bluebook invoice in amount of \$197.62, KS Dept. of Revenue Water Protection Fee in amount of \$74.59 and Water's True Value stmt in amount of \$205.87. Seconded by Chris Mead. Carried 5-0.

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Clerk/ Changes in Jayhawk/ Utility Reconciliation      Consensus of Council to accept reports as presented.

Maintenance      Consensus of Council to accept report as presented.      Maintenance Supervisor recommended the hiring of Rostin Tammen as a part time employee. He has been very good help as a contract laborer over the past few months, helping with Hill Demolition project at 104 Centre Street and limb pickup from Ice Storm. Mayor would like to see Rostin get some training in doing the regular maintenance duties of water and sewer maintenance.

**Motion # 9**      Phyllis Agee motioned that City hire Rostin Tammen as a part-time employee, under the direct supervision of Shane Bowman, working at his discretion, @ current pay of \$10.00 per hour and to receive regular benefits of Holiday pay, annual and sick leave and KPERs. Seconded by Paul Umble. Carried 5-0.

Shane Bowman requested the opportunity to attend HACH & KRWA training in Dodge City on April 26 at a cost of \$400.00 for the session.      **Motion #10**      Deb Bader motioned to register Shane Bowman to attend HACH &KRWA training in Dodge City on April 26 at a cost of \$400.00 and to pay mileage and for meals. Seconded by Paul Umble. Carried 5-0.

**Motion #11**      Deb Bader motioned to adjourn the meeting. Seconded by Chris Mead. Carried 5-0.

Meeting Adjourned at 8:40 PM

Minutes Approved on May 8, 2017  
Mayor, Linda McCowan-Waite Linda McCowan-Waite  
City Clerk, Cathy Grover Cathy Grover

