

**MINUTES  
COUNCIL SPECIAL MEETING  
CITY OF OVERBROOK, OVERBROOK CITY HALL  
401 MAPLE STREET  
March 6, 2019**

<p>CALL TO ORDER, ROLL CALL (A)</p>	<p>Mayor Jon Brady called the March 6, 2019 Council Meeting to order at 7:00 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas. <b>Mayor Jon Brady</b> – present <b>Council Members:</b> Carol Baughman – present Joanne Allen – present Tammy Metzger – present David Penrod – arrived 8:09 pm Cheryl Miller – present <b>Others present:</b> Jim Koger Bob Klingler</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: Agenda reviewed. Add to G.4 – executive session for non-elected personnel. Add H.6A -CMB licensing. Add I.2A Social Media Policy. Add I.2B West Franklin School request for donation Add C.16 to consent agenda PRIDE minutes  Motion: I move to approve the agenda as amended. Moved: Carol Baughman, Joanne Allen Motion Carried (4-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1. Minutes – 2/13/2019 Regular Council Meeting Minutes, 2/22/2019 Work Session Notes C.2. Warrants C.3. Request to Shred City Documents C.4. Planning Commission Report - P &amp; Z minutes – No report C.5. Zoning Administrator Report – No report C.6. Housing Authority Board Report – No report C.7. Water Distribution System Report C.8. Council Work Order List C.9. Library Board Report - C.10. Law Department/Animal Control Report C.11. Code Compliance Report C.12. Maintenance Department Report</p>

	<p>C.13. City Clerk Report                  C.14. OPR Director Report – No report                  C.15. LWCF 19 Assurance Statement Renewal                  C.16. PRIDE Report</p> <p>Motion: I move to approve the Consent Agenda as written.                  Moved: Joanne Allen, Tammy Metzger                  Motion Carried (4-0)</p>
<p>SPECIAL REPORTS:                  (D.)</p>	<p>Dan Rukes Osage County Herald-Chronicle Guide. How do we want to represent our community in the guide?</p> <p>Motion: I move to place a full-page ad in the Osage County Herald-Chronicle Guide                  Moved: Joanne Allen, Carol Baughman                  Motion Carried: (4-0)</p> <p>May add an additional half or quarter page.</p>
<p>PUBLIC COMMENTS:                  (E.)</p>	<p>None</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: PARK AND RECREATION ACTION ITEMS(S)                  (G.5)                  (moved up since Bob Klingler was in attendance)</p>	<p>Discussion: Field conditions, bad weather, red clay, tilling, play away games for the first two games; Concession stand work is not done. Open board position; One more picnic table coming.</p>
<p>UTILITY BILLING ACCOUNT HEARINGS                  (F.)</p>	<p>Discussion: Utility Billing Hearings Report</p> <p>Motion: I move to give Jim Koger the authority to handle the late bills per prior protocol.                  Moved: Tammy Metzger, Joanne Allen                  Motion Carried: (4-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS                  (G.1)</p>	<p>Discussion: Treasurer’s Report</p> <p>Motion: I move to give the City Treasurer the authority to re-invest the matured Kansas State Bank CD for the best interest rate.                  Moved: Tammy Metzger, Carol Baughman                  Motion Carried: (4-0)</p> <p>Motion: I move to approve the Treasurer’s Report.                  Moved: Carol Baughman, Tammy Metzger                  Motion Carried: (4-0)</p>

<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM(S) (G.2)</p>	<p>No action items. Has been working on updating the criminal code and a better traffic flow around the school.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEM: PIPING IN THE BOOSTER PUMP STATION (G.3)</p>	<p>Discussion: Piping in the booster pump station  Motion: I move that we purchase a 2<sup>nd</sup> pump, repair plumbing, repair or replace the heater, and pay the velocity bill. Moved: Joanne Allen, Carol Baughman Motion Carried: (4-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: WATER DISTRIBUTION PROJECT DISCUSSION: INCLUDES PROJECT, WELL REPAIRS, LMI SURVEY (G.4A)</p>	<p>Discussion: water distribution project, well repairs, LMI survey timing</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: BCBS RENEWAL (G.4B)</p>	<p>Discussion: Blue Cross Blue Shield Renewal, an increase of about \$15.00 per month  Motion: I move that we approve the renewal of the Blue Cross Blue Shield Plan Moved: Tammy Metzger, Joanne Allen Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: TAILGATE SALT SPREADER (G.4C)</p>	<p>Discussion: Tailgate Salt Spreader that loads 50 lb bags, also spreads grass seed and fertilizer; CDL licenses, two dump trucks, need for an overall plan for plowing and spreading salt/sand. No action taken.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: LEAD COPPER SAMPLING PLAN (G.4D)</p>	<p>Discussion: Lead Copper Sampling Plan. Consensus: ready for Mayor to sign and submit.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: NON-ELECTED PERSONNEL (G.4E)</p>	<p>Discussion: need for executive session to discuss non-elected personnel.  Motion: I move that the city council recess into executive session to discuss non-elected personnel. The justification of such motion is to for the non-elected personnel matter exception. The open meeting will resume in the council room at 8:50 pm. Attending will be the council, the City Clerk, and the Assistant City Clerk.</p>

	<p>Moved: Carol Baughman, Tammy Metzger Motion Carried: (5-0)</p> <p>The open meeting resumed at 8:50 pm. No decisions were made, and no actions were taken during the executive session.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL ACTION ITEM(S) (G.6)</p>	<p>No action items</p>
<p>UNFINISHED BUSINESS: POOL SKIMMERS (H.1)</p>	<p>Discussion: Pool skimmers: work has begun, half skimmers will be fixed</p>
<p>UNFINISHED BUSINESS: GOOSE CONTROL PROGRAM UPDATE (H.2)</p>	<p>Discussion: Goose Control Program, Phase II training on March 23, 2019 at 10:00 am at City Hall</p>
<p>UNFINISHED BUSINESS: REVIEW PLAN FOR EAST EXIT OUT OF CASEY’S (H.3)</p>	<p>Discussion: Plan for east exit out of Casey’s, dirt work, gravel, tube, bid</p> <p>Motion: I move to give the City Clerk and the Mayor authority to accept the bid. Moved: David Penrod, Joanne Allen Motion Carried: (5-0)</p>
<p>UNFINISHED BUSINESS: SIGN FOR DOWNTOWN BUSINESSES (H.4)</p>	<p>Discussion: Sign for downtown businesses. Get pricing on commercial signs</p>
<p>UNFINISHED BUSINESS: STORM WATER PLAN (H.5)</p>	<p>Discussion: Storm water plan</p>
<p>OTHER UNFINISHED BUSINESS: (H.6A)</p>	<p>Discussion: CMB Licensing – changes made by the state of Kansas. Wait for requests from the community</p>
<p>NEW BUSINESS: 2019 STREET WORK (I.1)</p>	<p>Discussion: 2019 Street Work – 2018 Bettis street work, break down of what we have gotten historically, what are we bringing in, what do we have committed, how do we divide the town for improvements, how much cushion do we need, Possible long-term contract. Review in April.</p>
<p>NEW BUSINESS: OTHER NEW BUSINESS (I.2A)</p>	<p>Discussion: Social Media Policy Draft – review and possibly approve next month</p>

NEW BUSINESS: OTHER NEW BUSINESS: WEST FRANKLIN SCHOOL REQUEST FOR DONATION (I.2B)	Discussion: West Franklin School Requests for Donation. No action was taken
COUNCIL MEMBER COMMENTS: (J)	Cheryl – Will start volunteering hours to town businesses. Concerned about property taxes for small businesses. Joanne – The Veterans Committee has a second bench that will be placed by the memorial.
MAYOR’S COMMENTS: (K)	none
ADJOURNMENT: (L)	Mayor Jon Brady called for a motion to adjourn. Motion: I move to adjourn at 9:30 pm. Moved: Joanne Allen, Tammy Metzger Motion Carried: (5-0)
Respectfully submitted, LaVerna Gray Overbrook Assistant City Clerk APPROVED April 10, 2019	