

**COUNCIL MEETING  
CITY OF OVERBROOK, OVERBROOK LIBRARY  
317 MAPLE STREET  
DECEMBER 2021**

<p>CALL TO ORDER, ROLL CALL: (A)</p>	<p>Mayor Jon Brady called the December 8th, 2021 Council Meeting to order at 6:08 pm in the Community Room, Overbrook Library, 317 Maple, Overbrook. <b>Mayor Jon Brady</b> - present <b>Council Members:</b> Carol Baughman – present Cheryl Miller – present John Fairchild – present, left at 9:40pm Caitlin Curtis – present Angela Mordecai - present <b>Others present:</b> Jim Koger - present Terry Hollingsworth - present Aaron Traphagen - present</p>
<p>CALL BUDGET HEARING TO AMEND OPR BUDGET: (B)</p>	<p>Discussion: Open hearing to discuss OPR budget at 6:10pm. Each year we have to publish the budget, OPR is asking to increase their budget by \$10,000. This year we started summer programs for children which increased the expenditure, OPR did not have enough budget for cash money and are asking to increase their budget. No concerns from public were expressed.</p> <p>Motion: To amend the OPR budget for 2021. Moved: Cheryl Miller, Carol Baughman Motion Carried: (5-0)</p> <p>Motion: To close the budget hearing for OPR amendment. Moved: Cheryl Miller, Carol Baughman Motion Carried: (5-0)</p>
<p>APPROVAL OF AGENDA: (C)</p>	<p>Discussion: Agenda was presented, do we have any corrections to the agenda as presented? F.1 add discussion about dogs in city limits. Motion: Approve agenda as amended. Moved: Cheryl Miller, Amanda Mordecai</p>

	<p>Motion Carried: (5-0)</p> <p>Motion: Approve agenda as presented          Moved: Cheryl Miller, Angela Mordecai          Motion Carried: (5-0)</p>
<p>CONSENT AGENDA: (D)</p>	<p>D.1 Minutes          D.2 Warrants          D.3 Request to Shred City Documents          D.4 Planning Commission Report P&amp;Z minutes          D.5 Zoning Administrator Report          D.6 Housing Authority Board Report          D.7 Water Distribution System Report          D.8 Council Work Order List          D.9 Library Board Report          D.10 Law Department/Animal Control Report          D.11 Code Compliance Report          D.12 Maintenance Department Report          D.13 City Clerk Report          D.14 OPR Director Report          D.15 Casey’s CMB Renewal          D.16 NFIP Ord Update</p>
<p>SPECIAL REPORTS: BEN KRAMER          WATER DISTRIBUTION PROJECT: (E.1)</p>	<p>Discussion: Ben Kramer reported contractors had no pipe installed last time he attended. By now they have about 10,000 ft. installed. The workers will be out of town from about December 20, 2021 until about January 22, 2022. The weekly progress meetings will start again once the work crews return. The teams will increase to approx. 30-33 workers with different crews. Cheryl Miller inquired about workers and work schedule; it was reported work is being done from Mondays to Saturdays from 5:30am until about 5pm. A change order for the water tower has occurred to include revisions regarding bowl repair. Caitlin Curtis inquired about reported damages to water lines; it was noted repairs have been made, however, there is still a leak by Well 1 that will be repaired by tomorrow. Angela Mordecai asked if repairs will increase water pressure; it was shared the pressure depends on the high of the water tower. Mayor Jon Brady asked about the settling of land when pipes are buried and inquired what recommendations to provide to landowners. It was reported that trench settlements will be addressed by contractors</p>

	<p>during the final walk through and landowners can address concerns and ask questions. Who does the city report concerns to after the work has been completed? Contractors are to report when they completed their work; landowners should contact the city if concerns arise at a later time.</p> <p>Pay request presented to council for mayor to sign, disbursement form to pay contractor and pay App. #6 for \$315,618.98.</p> <p>Motion: Approve the pay request as presented.          Moved: Cheryl Miller, Carol Baughman          Motion Carried: (5-0)</p>
<p>SPECIAL REPORTS: ED HARMISON: (E.2)</p>	<p>Ed Harmison did not attend the council meeting.</p>
<p>SPECIAL REPORTS: MARY ANDERSON, JOAN KAFF CODE COMPLIANCE CONCERNS: (E.3)</p>	<p>Discussion: Mary Anderson inquired about updates on clean-up requests from previous meetings. She asked about specific places and concerns and was informed that some progress has been made and work is still being done. Joan Kaff asked about a pile of wood at a home and how that will be taken care off; owner was advised not to burn unless a fire truck is present. She also inquired about a specific home that has trash all over; some clean-up has happened and will continue to be addressed. Discussion included citizens with direct questions and concerns regarding a specific situation that needs to be addressed on a legal basis.</p>
<p>PUBLIC COMMENTS: AGGRESSIVE DOGS WITHIN CITY LIMITS (F)</p>	<p>Discussion: Citizens discussed concerns about the number of dogs per home and how the city is handling aggressive dogs. The discussion also included inquiries about a possible prevention to avoid another situation where a dog/dogs attacked citizens. The discussion included how other cities handle animal control, legal implications, what is considered a dangerous/aggressive dog, animal abuse. Police Chief Hollingsworth shared that police officers have to physically witness animal abuse.</p> <p>Action Item: To research aggressive dogs and legal steps that can be taken. Police will research the legal definition regarding aggressive dogs and discuss this issue with the city attorney. Additionally, contact municipalities and share findings with citizens. Citizens were encouraged</p>

	<p>to contact city/police regarding questions.                  Schedule meeting to share findings.                  Action Item: Police review what can and cannot be shared specifically with specific cases.</p>
<p>Break from 7:45pm until 7:55pm</p>	
<p>UTILITY BILLING ACCOUNT HEARINGS:                  (G)</p>	<p>Discussion: City received three requests for late payments before December, two accounts are still on 12-months plan, five accounts are scheduled for shut-off.</p> <p>Motion: To approve past due and pay requests as discussed.                  Moved: Caitlin Curtis, Carol Baughman                  Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT:                  (H.1)</p>	<p>Discussion: Treasurer was not present. Jim Koger presented reports. City received funds from KDHE towards payments for water project</p> <p>Motion: To approve treasurer report as discussed.                  Moved: Carol Baughman, John Fairchild                  Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT ACTION ITEMS                  (H.2)</p>	<p>Discussion: Questions regarding the recent incident of dog attack. Letter from city attorney regarding constitutional rights protecting all citizens.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: COUNTY RADIO UPGRADE:                  (H.2.a)</p>	<p>Discussion: Chief passed out copies of Letter of Intent to purchase radios for police cars. Discussed leasing vs. purchasing; Osage County will be lease-purchasing to city for seven years from date of delivery. The radios should be available in early to mid 2022. Discussed funding for the radios.</p> <p>Motion: Approve to purchase radios for police department.                  Moved: Angela Mordecai, Cheryl Miller                  Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEMS:                  (H.3)</p>	<p>Discussion: The west tower was overflowing, it does not have an overflow pipe that goes into the ground. If it overflows the water remains above ground which potentially causes the parking lot at the nursing home to be iced over during cold weather. City needs to purchase a pressure transducer with tower telemetry with a cost of \$5690.00. Aa alarm transducer will provide warnings when the tower possibly overflows.</p>

	<p>City will have only one tower in operation until the second tower is repaired and painted.</p> <p>Motion: Approve purchase of pressure transducer with tower telemetry.          Moved: Carol Baughman, John Fairchild          Motion Carried: (5-0)</p> <p>Aaron Traphagen discussed updates on the water project; he has noted some concerns with the work regarding water lines been hit. He has communicated concerns with inspectors regarding monitoring the workers and their work and following requests of city. Draft letter to contractors regarding our expectation of the work. Complaint from buyer of truck questioning that we did not disclose problems with the truck and did not share problems. Purple Wave stated truck was bought as is and for city to respond appropriately to buyers concerns.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATIVE DEPARTMENT ACTION ITEMS: (H.4)</p>	<p>Discussion: Renewing TJ's and Los Vaqueros CMB licenses</p> <p>Motion: Motion to approve renewals as long as paperwork and payments are received by end of year without changes.          Moved: Caitlin Curtis, John Fairchild          Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POOL ACTION ITEMS (H.5)</p>	<p>Discussion: Working on list of concerns and needs to be addressed. Place add first of the year regarding needs for pool.</p>
<p>UNFINISHED BUSINESS: WATER DISTRIBUTION PROJECT/SEWER UPDATE: (I.1)</p>	<p>Discussion: See E.1</p>
<p>OTHER UNFINISHED BUSINESS: COMMITTEE REPORTS: (I.2)</p>	<p>Discussion: Cheryl Miller shared growth committee is meeting every two weeks to discuss issues. Finalized food truck policy and application and started talk about mission statement and vision statement. Recommendation for a five and ten year plan, report progress by committees to council, work together with growth committee.</p> <p>Personnel committee met to address who will complete drug testing. Recommendation for</p>

	<p>quarterly testing, question to council regarding COLA and/or merit raises.</p> <p>Infrastructure is working on sidewalks, consider upgrades with water project, fiber optic lines, review plans where lines are located as a project.</p> <p>Safety committee, programs for children with educational classes regarding safety, police department being engaged with public.</p> <p>Note taker should provide a summary on website and share with council.</p>
<p><b>OTHER UNFINISHED BUSINESS: UPDATE TO ORDINANCE DEALING WITH LIVESTOCK IN TOWN: (I.3)</b></p>	<p>Discussion: Definition for “other such animals”, asked for council to look over list online and decide by next meeting what animals they would allow within city limits and what kind of animals they would not allow.</p>
<p><b>OTHER UNFINISHED BUSINESS: MAINTENANCE OF SPECIFIC SIDEWALK ROUTES: (I.4)</b></p>	<p>None</p>
<p><b>OTHER UNFINISHED BUSINESS: (I.5)</b></p>	<p>None</p>
<p><b>NEW BUSINESS: CELL SIGNAL AMPLIFIER FOR CITY HALL: (J.1)</b></p>	<p>Discussion: City received two bids for cell service signal amplification for city hall, police department and upstairs.</p> <p>Motion: To purchase Wilson cell service amplifier for \$3000.</p> <p>Moved: Caitlin Curtis, Cheryl Miller</p> <p>Motion Carried: (4-0) John Fairchild had left the meeting.</p>
<p><b>OTHER NEW BUSINESS: (J.2)</b></p>	<p>Discussion: Caitlin Curtis received a request from school to provide Christmas meals for families and was wondering about financial support, mayor donated \$200.</p> <p>End of the year Christmas bonus; full time employees will receive \$200, part-time employees will receive \$50.</p> <p>Motion: Provide bonuses as discussed.</p> <p>Moved: Cheryl Miller, Carol Baughman</p> <p>Motion Carried: (4-0)</p>
<p><b>COUNCIL MEMBER COMMENTS: (K)</b></p>	<p>Carol Baughman – None</p> <p>Caitlin Curtis – None</p> <p>John Fairchild – Not present</p> <p>Jim Koger – Felt overwhelmed by great ideas of growth committee, and felt encouraged by</p>

	<p>comments of one of the members and felt empowered.</p> <p>Angela Mordecai – Incredible members in the community that are supportive, employees are supportive, recognize how incredible it is here, except the high taxes.</p> <p>Cheryl Miller– Is getting left knee replaced in January and second knee repaired in February and is not sure how long the healing process will take.</p> <p>Hanna Smith - second to Angela.</p>
<p>MAYOR’S COMMENTS: (L)</p>	<p>Appreciate everybody’s work over the year. We need to hire someone for the position of treasurer.</p>
<p>ADJOURNMENT: (M)</p>	<p>Discussion: Motion to adjourn Council Meeting.</p> <p>Motion: Adjourn council meeting</p> <p>Moved: Carol Baughman, Angela Mordecai</p> <p>Motion Carried: (4-0)</p>
<p>Respectfully submitted, Hanna Smith Asst. Overbrook City Clerk APPROVED 1/12/2022</p>	