

**COUNCIL MEETING  
CITY OF OVERBROOK, OVERBROOK LIBRARY  
317 MAPLE STREET  
July 13, 2022**

<p>CALL TO ORDER, ROLL CALL: (A)</p>	<p>Mayor Jon Brady called the July 13, 2022, Council Meeting to order at 6:03 pm in the Community Room, Overbrook Library, 317 Maple, Overbrook. <b>Mayor Jon Brady - present</b> <b>Council Members:</b> Carol Baughman – present Cheryl Miller – present John Fairchild – absent Caitlin Curtis – present Angela Mordecai - present <b>Others present:</b> Jim Koger, Sue Burdick, Becky Coltrane Kyle Sederstrom, Polly Berkley, Stan Friesen, Kyle Michael</p>
<p>Not Used this meeting (B)</p>	
<p>APPROVAL OF AGENDA: (C)</p>	<p>Added J.4 Yard Parking Added H.4 Executive Session  Motion: I move to approve agenda with additions. Moved: Carol Baughman; Angela Mordecai Passed 4-0</p>

<p>CONSENT AGENDA: (D)</p>	<p>D.1 Minutes – 5/11/22 and 6/08/22 work session notes 07/01/22 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</p>
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	<p>Motion: I motion to approve the consent agenda.                  Moved: Carol Baughman, Cheryl Miller                  Passed: (4-0)</p>
<p>SPECIAL REPORTS: (E.1) Kyle Sederstrom, Polly Berkley Library 2023 Budget:</p>	<p>Presented a 2.22% increase. Things going well, utilities a little high, refer to library attachment in agenda.</p> <p>Book sale July 25-30</p> <p>Concerns-replacing carpet in community room. Would like to use vinyl or laminate.</p>
<p>SPECIAL REPORTS: Ben Kramer, water project, payment requests: (E.2)</p>	<p>Discussion: updates on Towers, east painting is finished. Not in service yet. This coming Monday disinfecting and taking water samples. West tower starting fab work. Must wait until east tower is back on before draining water in west tower. Crew back in town from the 4<sup>th</sup>. Starting to test mains, disinfecting, pressure testing and bacterial testing. Will start in north area. There will be some coordinating between old and new meters. Questions about Inspectors if they were still on the job. Will begin on the Alley easements on Maple both west and east sides. Discussion on Fittings Discussion on Overtime pay...reimbursements and time limits on reimbursements. Suggest a letter to Carstensen that the city will not pay anymore overtime on Saturdays. Until reimbursements are made. Letter to be written up and sent on Monday. Withholding funds.</p> <p>Motion: I move to have a letter written on Monday 7/11/22 in reference to reimbursement of overtime pay.                  Moved: Angela Mordecai, Cheryl Miller                  Motion Carried: (4-0)</p> <p>Motion: I move to pay the pay requests listed.                  Moved: Cheryl Miller, Cait Curtis                  Motion Carried: (4-0)</p>

<p>SPECIAL REPORTS: (E.3) Meadowbrook subdivision cul-de-sack sidewalk easement</p>	<p>Discussion: 2009 petition from homeowners is not applicable to new easement plans. Water project will not impact sale of property and building of new home. Old water line needs capped.</p> <p>Motion: I motion to abandon the old sidewalk and water (north-south) easement between lots 15 and 16, adding sidewalk easement to current water line easement that is on the new map.</p> <p>Moved: Cait Curtis, Cheryl Miller Motioned Carried: (4-0)</p>
<p>SPECAIL REPORTS : (E.4) Kyle Michael Drainage Issue</p>	<p>Carstensen will not bore, concerned with being liable for damaging driveway.</p> <p>Ralf Guffey will be coming to look at issues and make bid.</p> <p>Kyle would like to have a plan in place by Aug. 1, 2022</p>

<p>PUBLIC COMMENTS: (F)</p>	<p>none</p>
<p>UTILITY BILLING ACCOUNT HEARINGS: (G)</p>	<p>See agenda with report.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: (H.1)</p>	<p>Discussion: Jim hold check for radios for Law, adjust for summer camp payroll, income in parks and rec. There are some concerns in the general fund.</p> <p>Motion: I move to accept the treasures report. Moved: Carol Baughman, Cheryl Miller Motion Carried: (4-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT ACTION ITEMS: (H.2)</p>	<p>None</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEMS: (H.3)</p>	<p>Discussion: Attached request for new mower. Discussion on what are we mowing, what is Kevin Gloss mowing? Adjustments in equipment plan. Would rather give raises than purchase a new mower.</p> <p>No action taken.</p>
<p>H.4 ADMINISTRATION DEPARTMENT ACTION ITEMS</p>	<p>Discussion: to go into executive session to discuss non-elected personnel. Leave at 8:17 return at 8:25 Motion: I move we go into executive session at 8:17 and return at 8:25. Moved: Angela Mordecai, Cheryl Miller Motion Carried: (4-0)</p> <p>Return 8 :45 no action taken</p>
<p>H.5 POOL ACTION ITEMS</p>	<p>none</p>

<p>UNFINISHED BUSINESS: WATER DISTRIBUTION PROJECT/SEWER UPDATE: (I.1)</p>	<p>Discussion: 2<sup>nd</sup> quarter DMR everything passed. Discussion on Restoration of yards. Summer help will be weed eating to help clean up yards. Bob Ellis's lot was fixed.</p>
<p>OTHER UNFINISHED BUSINESS: STRUCTURE DISCUSSION/2023 BUDGET: (I.2)</p>	<p>Discussion: The movement of part time class II employee to part time class I. Discussion on how this will affect budget expenditures for the year.</p> <p>Motion: I move to change this position to class I. Cheryl Miller, Carol Baughman Motion Carried: (4-0)</p>
<p>OTHER UNFINISHED BUSINESS: (I:2a) 2023</p>	<p>Have we let Jim Long know about adding a Parks and Rec position? Jon thinks income from parks and rec will pay for this position same as Water/Sewer pays for maintenance.</p>
<p>UNFINISHED BUSINESS: (I.3) Committees</p>	<p>Growth: Family Night success moving forward with additional nights.</p> <p>Public Safety: Discussion of speed bumps on certain roads changing speed limit signs.</p>

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UNFINISHED BUSINESS: (i.4) Sewer RFQ	We interviewed 3 firms. We need to go over their score sheets and call references.
NEW BUSINESS: (J.1)	Discussion: To move meetings back to city hall starting with the Aug. 10 <sup>th</sup> meeting. Motion: I move to move the council meetings back to the city hall building beginning August. 10 <sup>th</sup> . Motion: Angela Mordecai, Cheryl Miller Motion Carried: (4-0)
NEW BUSINESS: (J.2) New County Down Payment Plan	Motion: I motion to accept the new county Down payment plan. Motion: Cait Curtis, Cheryl Miller Motion Carried: (3-0) 1 Abstained
NEW BUSINESS: (J.3) Other New Business	July 29 <sup>th</sup> @ 7:00 Grocery Store Committee Town Hall meeting.
NEW BUSINESS: (J:4) Parking Ordinance	No semi-trucks, cannot impede drainage, permanent or temporary, get comments to Cait by July 20 <sup>th</sup> before work session.
COUNCIL MEMBER COMMENTS: (K)	Cait Curtis – What do we do if we have a council member who cannot fulfill their duties?  Carol Baughman- reminder of the book sale  Cheryl Miller-personal comments about health and concerns about nonparticipating council members.  Angela Mordecai – Thanked Jim for all his hard work.
MAYOR’S COMMENTS: (L)	Thanked the council members for keeping the city running and making hard decisions. Work session July 22 <sup>nd</sup> at noon.
ADJOURNMENT: (M)	Discussion: Mayor called for a motion for adjournment.  Motion: I motion we adjourn this council meeting.  Moved: Cait Curtis, Cheryl Miller Motion Carried: (4-0)  Meeting Adjourned 9:50pm

Approved: August 10th, 2022  Becky Coltrane Overbrook Assistant City Clerk	
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