

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

JANUARY 9, 2008

MEMBERS PRESENT: Don Schultz, Larry Coursen, Dorothy Chikly, Tadd Goodyear, Mayor Jack Young. Bob Sisson was absent.

OTHERS PRESENT: Pat Martin, Vic Robbins (7:32PM), Jon Brady, Sheila Dale, Michael Coffman, Bob Call, Wayne White, Jim Koger, Steve Pegram, Randy Boudeman, Dana Mentzer, Clay Lee, Jenna Blood, Mike Blood, Randy White, Marilyn Anderson, Bruce Anderson, Beverly Hix, Tom Wurdeman, Patty Hylton, Ed Harmison, Cheryl Brown.

The meeting was called to order by Mayor Young at 7:00 PM after which roll call determined the presence of a quorum.

MINUTES: *** The beginning of the tape was garbled- first recognizable begins with discussion by Don Schultz of last month's minutes. Leave the 12/9/07 minutes as draft and come back with corrections/additions to two items under unfinished business: we did not discuss requiring a survey for building permits (due to Bob Call's absence) and would like better detail in regards to the discussion leading to Michael Coffman's recommendation to enforce the current ordinances related to nuisances rather than writing a new one. The motion on the floor to approve the minutes as written, made by Larry Coursen and seconded by Don Schultz, was defeated 0-4. Don Schultz made a new motion, seconded by Bob Sisson, to approve the minutes as written with additions to be approved later. Motion carried 4-0.

WARRANTS: After review, Tadd Goodyear moved to pay the warrants. Larry Coursen seconded; motion carried 4-0.

At this time Mayor Young reiterated his desire to hold public comments to the end of the meeting.

USD 434: Supt Steve Pegram presented to the Council the School District plan for addressing declining enrollment. Over the past 3 years they have lost 133 students from the district. At an approximate \$5,200 per child loss in aid, they are looking for ways to resolve this loss in revenue and he is here to discuss the matter with the Council. Details of their plan are available at www.usd434.org.

PLANNING COMMISSION: Tom Wurdeman addressed the Council regarding the final draft of the Zoning Ordinance that the Planning Commission has put together. Tom indicated the goal was not to make policy for the City Council but to take the existing ordinances and make them in to one; with the only new addition being for subdivisions. Mr. Wurdeman answered questions from the Council and following discussion Don Schultz moved and Dorothy Chikly seconded, to have Michael Coffman review the Zoning Ordinance draft. Motion passed 4-0.

WATER/SEWER REPORT: Vic Robbins gave a brief update on the video inspection of the sewer at 206 Market. Vic had met previously with Mr. McNulty to show him that the 3 perimeter drains were connected to the sewer. Vic pointed out to Mr. McNulty that the drain line to the sewer (from those perimeter drains) was plugged with sand. The foundation drainage was boiling right up through the floor drain and Vic felt this was the cause of the backup. Vic said the Mr. McNulty agreed that the perimeter drains should be disconnected from the sewer and routed to the sump pump. Vic indicated that Mr. McNulty still believes there was wastewater in his basement. We will pay for the video inspection. Consensus was that we would put in the backflow preventer once Mr. McNulty has disconnected the 3 perimeter drains from the sewer and routed them to the sump pump.

Current status and future improvements to the wastewater collection and treatment facilities: KDHE requested status report was completed on December 26th. Vic drafted a letter summarizing what had transpired during the

project and what he thought were the city's prioritizations of wastewater improvement based on what was talked about at the last council meeting. Vic presented the letter to Mayor Young, for his review and signature; Mayor Young concurred, and the letter was sent to KDHE prior to the end of the December. The response from KDHE indicated that while they would not require any expansion of the wastewater treatment system, they would want us to complete the upgrading of the current stuff- specifically what was in the administrative order and also part of the original project, which just didn't get done before because there wasn't enough money. A reliability study of the pump stations and a determination of the adequacy of the alarms and recommendations to increase and improve the reliability and thereby minimize future raw sewage bypasses to the environment had been part of the original plan. The letter from KDHE indicated that installing electronic monitoring/alarm units with cell phone responders and battery backup for both sewage lift stations should be the first priority. This should be done with loans or direct city funds outside of the CDBG project. The letter also mentioned that CDBG money can not be used for removing foundation drains that are hooked to the sewer (but loan money can be used) because it is on private property. At this point, a 5 minute break was called by Mayor Young.

After discussion, Larry Coursen made a motion to pursue a grant/loan. Don Schultz seconded; motion carried 4-0. Michael Coffman, Vic, and Donna Crawford from GAS will need to have the application ready to submit by the end of August.

NEW BUSINESS:

2008 Designations:

Dorothy Chikly moved to reappoint Mayor Young, Patty Hylton, Don Schultz, Dorothy Chikly and Cheryl Brown as Check signers. Tadd Goodyear seconded; motion carried 4-0.

Larry Coursen moved to name Kansas State Bank and First Security Bank as official depositories. Dorothy Chikly seconded; motion carried 4-0.

Larry Coursen moved to designate the Osage County Herald-Chronicle as official city newspaper. Don Schultz seconded; motion carried 4-0.

We did not take action on the Agenda Item: Tower location possible in Overbrook as Jason Hardin from Telecom Realty was unable to attend.

UNFINISHED BUSINESS:

Franchise fees/ reps from Westar, Embarq, and Ks Gas Service will be here February 13th to discuss their ordinances for renewal.

Job evaluations will be held on January 10th: Cheryl Brown 5:15PM – 5:45, Bob Call 5:45PM – 6:15, Jim Koger 6:15PM – 6:45, and Ed Harmison 6:45PM – 7:15.

Mayor Young read a letter from Lindee Calderwood regarding the building at 323 Maple.

Being that a 8% rate increase for water/sewer was in the 2008 budget, based on an estimated \$3,000 per month shortfall in funding, Don Schultz's motion to increase water and sewer rates by 8% across the board was approved.

CITY OFFICER REPORTS:

Law Officer Harmison presented his report. Officer Dannar has moved to part-time. Figures for retaining the second full-time officer were presented. Part-timers are taking up most, if not all, of the hours that Everette was working. The Council asked questions and decided to leave as is for right now. The Council will address at our next meeting.

Maintenance Bob Call has a concern about the entrance to Lakeshore Drive. It was not made for semi-trucks. The entrance is not wide enough. Don Schultz suggested that we have Mike Fawl or Frank Rhodes come to our next meeting. Bob will talk with Ed Hickman about alarm systems for our lift stations. Don Schultz asked Bob about plowing snow. The need for a uniform policy about the amount of snow was discussed. No further action was taken.

Treasurer Patty Hylton reviewed the financial documents for December. A CD needs to be renewed. No funds from 2007 went over budget.

Clerk Cheryl will be on vacation next week. We've had lots of nice comments about the work done on our planter. The weather has delayed the installation of the message board.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear had received a complaint about our alleys being bad. He knew that Bob was hauling gravel when the weather allowed.

Don Schultz expressed an apology to Bob Call. He also discussed the desire to get draft council minutes and the agenda out sooner. Cheryl Brown expressed concern about posting unapproved minutes. Don Cheryl indicated that she will work on getting the information done sooner.

Dorothy asked about the status of our National Flood Insurance application. Are the changes to the ATV Ordinance completed? This will remain in unfinished business. Dorothy also asked if Michael had determined if the Coin game machines required licenses. Michael will

MAYOR'S REPORT:

Job Evaluations will be held tomorrow night.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Jim Koger mentioned that he'll have a class on Wednesday nights this semester.

Jon Brady updated the Council on the Park Project. The pavilion is being worked on. The playground equipment has been ordered. They have applied for a grant from Westar. The weather has delayed work on the road. Jon asked the Council if the City has applied for a grant to Wildlife and Parks for the Children's Fishing Pond. Jon was instructed to contact Leonard Jirak. The award for the Trail was not for the full amount. Mr. Brady asked the Council to consider what they might feel would be the priority items on the Trail grant.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Dorothy Chikly, the meeting adjourned at 10:30 PM.

Respectfully submitted,

Jim Koger, Asst. City Clerk

APPROVED:

March 12, 2008

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

February 13, 2008

MEMBERS PRESENT: Don Schultz, Larry Coursen, Dorothy Chikly, Bob Sisson, Tadd Goodyear, Mayor Jack Young.

OTHERS PRESENT: Bob Call, Patty Hylton, Michael Coffman, Ed Harmison, Margaret Steele from KS Gas, Sue Donoho from Embarq, Westar Representative, Joni Winters, Nancy Durbin, Mike Blood, David and Kathy Alcorn, Jon Brady, Beverly Hix, Mandy and Tim McConnell, Sheila Dale, Pat Martin, Lindee Calderwood.

The meeting was called to order by Mayor Young at 7:00 PM after which roll call determined the presence of a quorum.

Minutes: The additions to the December 12, 2007 minutes were approved as read. Minutes were not available for the January 9th meeting. Motion carried 5-0. Warrants will be discussed during the Treasurer report.

FRANCHISE AGREEMENTS: Representatives from Westar, KS Gas, and Embarq were present to discuss the respective franchise agreements. Westar went first. The current agreement is at 3% on a 5 year review interval. It is a complete pass-thru to the customer. Larry moved, Tadd seconded, to leave the Westar franchise agreement as it is. Motion passed, 4-1.

The franchise agreement with KS Gas is at 3% and expires in April of 2008. Larry moved, Bob seconded, that we renew the agreement at 3%. Motion passed 5-0.

The Embarq franchise agreement was signed in 2001, with a yearly review in January- unless written notice is given to do otherwise. No action was taken.

WATER/SEWER REPORT: Vic Robbins was not present.

UNFINISHED BUSINESS:

The OCED Neighborhood Revitalization Plan was approved by the Council and signed by the Mayor. Overbrook has been approved for the National Flood Plan Insurance Program. Job evaluations have been conducted but no action was taken. The rate increase for water/sewer will be discussed next meeting. Lindee Calderwood updated the Council on the progress regarding the building at 323 Maple. Michael Coffman and Dorothy Chikly continue to work on the Zoning Ordinance follow-up. The Lake Road entrance to 56 Hwy will be discussed next meeting. The Message Center will be installed once the weather warms up. Information on the grant for the Trails Project was included in the Council's packet.

NEW BUSINESS:

Don Schultz requested a 15 minute executive session with Michael Coffman to discuss issues related to non-elected personnel. Larry seconded.

At 8:09PM the meeting resumed. No action was taken as a result of the executive session. Tadd and Dorothy will interview applicants for Pool Manager.

The City Clerk Position was offered to Jim Koger. Jim asked some questions and was given some time to consider the offer.

Quarterly budget planning: Bob Sisson will work on Water and Sewer, Tadd Goodyear on Streets, Don Schultz on Law, Dorothy Chikly on the General Fund and the Library, Larry Coursen will work on the Pool.

April was named Fair Housing Month.

By consensus, the Connecting Links Agreement was not approved.

CITY OFFICER REPORTS:

Law Officer Harmison requested that the Council consider a \$11.25 pay rate for his part-time officers. Information was presented that illustrated area towns had one full-time Officer per 500 people. Officer Harmison indicated that he thought it was important that we keep our second full-time Officer. Westar can install two security lights for \$12.89 each per month. Larry Coursen made a motion to have the two security lights installed; Bob Sisson seconded. Motion carried 5-0.

Maintenance Bob is working with Westar regarding the light at the shop. Harbour Construction will be back soon to sweep the streets. Bob will ask if they can sweep Main Street while they are here. A sidewalk flush out near the Pavillion at the City Lake. Safety cones are in place. He has worked on 2 water breaks. The Highway 56 entrance pothole has been reported twice to the State for repair. Bob is to talk to Todd Goodyear about the backflow preventer at McNulty's. Bob will soon be hauling gravel behind the businesses. Bob asked for better instructions be given to the workers handling the Citywide cleanup in April.

Treasurer Patty presented the warrant list, after review, a motion was made to pay the warrants. Motion carried. Patty is working on monthly transfers. The patrol car has been paid off. If budget meetings are set up, please give Patty notice so she can prepare necessary reports. We will need to pay 85 accumulated vacation hours for Cheryl. The 342 hours of unpaid sick leave are not paid. The KPERS Designated Agent form was signed by Mayor Young. A check for the EMC \$1,000 claim deductible was approved as well.

Clerk Jim thanked everyone for their help the last couple of weeks. Sales Tax reports need to be done soon. At this point, Jim indicated that he would accept the offer to become City Clerk.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, Dorothy Chikly, Larry Coursen none

Don Schultz asked about the status of the ATV Resolution- Michael Coffman indicated he continues to work on it. Shirley's will close on Friday, after 48 Years of great service to our town. The Mayor has issued a Proclamation, and Don moved that we purchase flowers in the amount of \$35 to give to Shirley, Bob seconded, motion passed 5-0. Jim is to take care of ordering the flowers.

MAYOR'S REPORT:

The Mayor thanked Bob and Jim for their work.
Donna Crawford sent us a card of sympathy for our loss.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Nancy Durbin asked that the City please keep application on file.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Bob Sisson, the meeting adjourned at 8:30 PM.

Respectfully submitted,

Jim Koger, City Clerk

APPROVED:

March 12, 2008

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

March 12, 2008

MEMBERS PRESENT: Don Schultz, Larry Coursen, Dorothy Chikly, Bob Sisson, Tadd Goodyear, Mayor Jack Young.

OTHERS PRESENT: Bob Call, Patty Hylton, Michael Coffman, Ed Harmison, Jon Brady, Beverly Hix, Eula Lee Fuller, Wally Harris, Pat Martin, John Irwin.

The meeting was called to order by Mayor Young at 7:00 PM after which roll call determined the presence of a quorum.

Minutes: Larry Coursen moved to approve the minutes of the January 9, 2008 regular meeting as written. Bob Sisson seconded; motion carried 5-0. Larry Coursen moved to approve the minutes of the February 13, 2008 regular meeting as written. Don Schultz seconded; motion carried 5-0.

Warrants will be discussed during the Treasurer report.

Osage County Herald-Chronicle 2008 PROGRESS EDITION: We would qualify for a 10% discount if we participate and text changes are minor. Picture changes could require a new layout. There would not be a discount for a new layout. We have new businesses in town that were not part of the 2007 edition. 300 additional issues will be distributed throughout the County outside of regular newspaper subscribers. Bob Sisson moved to participate, taking advantage of the discount if we can. Don Schultz seconded; motion carried 5-0.

Wally Harris addressed the Council regarding the drainage at 704 W. Santa Fe Trail. Mr. Harris brought pictures and a diagram to illustrate his concern. Mr. Harris's neighbor to the east, John Irwin, spoke about the issue as well. Bob Sisson moved that we get permission from the surrounding landowners before we do anything. Dorothy Chikly seconded; motion carried 5-0. Tadd Goodyear will work with Bob Call in regards to talking with the landowners.

Jon Brady addressed the Council regarding a grant for the underlayment for the playground equipment PRIDE will be installing as part of the Park Project. Mr. Brady asked for permission to apply for a waste tire grant for a 6 inch underlayment that lasts an estimated 15-20 years as long as it stays in the pit. It is a 50% matching grant- they were not asking for money (as they believe it can be matched with labor and materials) but it has to be a government entity that makes the application. The cost would be from \$8,000 to \$19,000, depending upon the type that is chosen. The consensus of the Council was that Mr. Brady could prepare the grant application and that it was okay for Mayor Young to sign. Mr. Brady was asked to meet with Larry Coursen at some point regarding Parks and Recreation.

Lake Road Entrance: Mayor Young indicated that Mike Fawl and Frank Rhoades had presented a bill for gravel and related skid loader work to the Council for consideration for payment. Both had been invited to the Council Meeting to discuss the matter but neither were in attendance when the Council, on a Larry Coursen motion, seconded by Bob Sisson, voted not to pay the bill. Motion passed 4-1. Mayor Young asked the Clerk to draft a letter to Fawl and Rhoades to let them know of the decision. Mayor Young asked Tadd Goodyear to contact Rick Garnett at the State Offices about fixing the Lake Road Entrance. Tadd also reiterated there are drainage concerns there as well.

WATER/SEWER REPORT: Vic Robbins was not present.

NEW BUSINESS:

The Library would like to host the May 2008 Council Meeting. If it is possible, the Clerk is to make arrangements.

2009 Budget Outlines:

Law: Don Schultz discussed the work he had been doing on preparing the 2009 Law Budget. Highlights included the car fund continuing as a sink for eventual replacement and an increase in misc. training. Don indicated that he

thought the previous budget had been well managed and that an increase on basic cost of living should be considered.

General Fund: Dorthy Chikly said that she and Patty Hylton had been working together on suggestions to clean up and align the General Fund sub-accounts.

Maintenance: Bob Sisson indicated that he had been working with Bob Call on maintenance budget items.

Streets: Tadd Goodyear will be working on the Streets budget outline.

Mayor Young requested that each Council Member have a report next meeting. Don Schultz asked what the next step was. It was indicated that information needs to be ready for when Auditor Jim Long comes the third week of May.

Zoning Change Request: The Council was made aware of Nolan McIver's request to change the zoning at 402 Ash. The Council told the Clerk that the application needs to be made in writing to the Planning Commission. The Clerk is to let Mr. McIver know.

Ice Cream Truck: The City had received a request for someone to have an Ice Cream Truck in town a couple of days a week this summer. Based off of the requirement from last year, Tadd Goodyear moved to have a background check on the applicant, once the results are back the decision will be made next meeting. Don Schultz seconded; motion passed. The Clerk will give Officer Harmison the applicant's name and phone number.

At this time, the Mayor requested a ten minute break.

UNFINISHED BUSINESS:

Franchise Ordinance for KS Gas Larry Coursen made a motion, seconded by Bob Sisson, to approve Ordinance 307 which renews the franchise contract with KS Gas. Motion carried 5-0. The clerk is to submit the documents to KS Gas and they will submit them for publication.

Job descriptions-evaluations Mayor Young will go over the evaluations at 2PM Thursday, March 13th.

Rate increase for water/ sewer: An 8% increase on water and sewer was approved at our January Council Meeting, however the change has not yet been implemented. Jim Koger is to work with Michael Coffman on this.

Report regarding building at 323 Maple: The Council was presented a letter from Lindee Calderwood indicating that they continue to work on the building, weather permitting. No further action was taken at this time.

Cell phone tower update: Mayor Young needs to call the representative back to set up a meeting.

KORA/KOMA LKM Class review Dorthy indicated it was a great class and gave each Council Member and the Mayor a copy of the booklet they received at the class. Don indicated that they learned that it was lawful and legal to have a telephone connection to missing council member(s) in order to complete a quorum.

Zoning Ordinance follow-up Dorthy Chikly and Michael Coffman discussed their recommendations which included flood plain verbiage, comprehensive plan consideration, and updating the zoning map. They also want to make sure that the existing ordinances are truly consolidated. Mayor Young will set up a meeting for Dorthy with Tom Wurdeman of the Planning Commission.

Pool Manager- executive session will be requested later in the meeting.

CITY OFFICER REPORTS:

Law

Officer Harmison gave his report. There were questions about whether the quarter slider machines were considered gambling. Officer Harmison presented a letter from the Kansas Attorney General's Office that cited cases from other states but failed to either approve or disapprove the devices. Either way it was questioned

whether the machines required a license or a fee. No action was taken on that but the Clerk was requested to provide the City Attorney with a copy of the gaming ordinance. Regarding the existing quarter slider machine, it was the consensus of the Council to not issue a ticket at this time.

Maintenance

Bob Sisson moved to hire Steve Simmons as a full-time maintenance employee. The motion died for lack of a second. Michael Coffman recommended posting a job description and the job opening if it were to be a full-time position. Bob Sisson moved to hire Steve Simmons as a part-time maintenance employee at \$9.50 per hour. Tadd Goodyear seconded; During discussion it was noted that a CDL was not required. Motion passed 5-0. There was no action taken as far as a trial period goes. If he accepts the offer, Steve is to start on Monday, March 17th. Rain permitting, Bob would like to burn the Lake dam as soon as he can. Bob will be in Wichita for classes on March 25th and 27th. The classes have been set-up and paid for. In case of a water or sewer emergency, Todd Goodyear knows that Bob will be out of town on those days. Bob is to let Steve Simmons know. Bob was to check with the register of deeds for 2 copies of the Meadowbrook division. It was decided to hold off on spreading the remaining pot ash for two weeks. Bob asked about putting gravel on the road to the south west pier at City Lake. The Council asked Bob to talk with Vic Robbins about the water that runs in the alley to the south of Kansas State Bank.

Treasurer

Patty Hylton gave her report. Bob Sisson moved to pay the bills, Larry Coursen seconded. Discussion included questions about the Patchen bill- it was for the pump at well #2 plus repairs to the chlorinator pump, Cheryl's Life insurance premium refund, GO Bond for the pool, debt payment for the wastewater project, and rural water 5 debt service. Motion carried 5-0. Patty presented the revised January Bank Reconciliation- transfers are now set up. It was a light month for transactions. Fund balances look good. The Clerk was asked to get an update on the 1% City Sales Tax.

Clerk

It was the consensus of the Council not to contribute to fundraising request made by Stephanie Watson of OCED for the County Fireworks Show at Eisenhower Park in July. The Mayor asked the Clerk to send Stephanie a letter to let her know. The Annual Operation and Maintenance Assurance Statement from Kansas Department of Wildlife and Parks was discussed. Mayor Young asked Jon Brady to discuss the Park Project with Linda Lanterman prior to Jack signing the document. The Clerk will follow-up with Jon Brady. The Clerk indicated that City Hall would be closed on Wednesday, March 19th. New office hours were established and are as follows:

Monday thru Thursday 8AM to 12:30PM, 1:30PM to 5PM
Friday 9AM to 12:30PM, 1:30PM to 6PM

COUNCIL MEMBER COMMENTS:

Dorothy Chikly had three items that should have been on Unfinished Business:
ATV ordinance followup with Michael Coffman: Ordinance 304 has been passed. Clerk needs to submit ordinance to paper for publishing.
The backflow device has not been installed at McAnulty's.
Jim Koger has been added as a co-signer.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Jon Brady addressed the Council in regards to the gaming issue. He also thought that since the Council asked for applicants for Pool Manager, they should have asked for applicants for the maintenance position.

At 9:40 PM Dorothy asked for a 20 minute executive session to discuss non-elected personnel matters. Larry Coursen seconded; Motion passed 5-0. Meeting was opened at 10PM, at which time the Mayor called for a 5 minute break. Upon return from break, at 10:05PM Chikly moved to recess again for another 20 minutes, this time with Jim Koger and Patty Hylton included, Sisson seconded. Meeting was opened again at 10:25PM. Coursen moved to recess for an additional 10 minutes, Schultz seconded; motion carried 5—0. Meeting was opened again at 10:35PM. No action was taken during the Executive Sessions.

ADDITIONAL COUNCIL MEMBER COMMENTS: Tadd Goodyear, Bob Sisson and Larry Coursen none. Don Schultz said that the sign board was being worked on and should be done soon.

MAYOR'S REPORT:

The Clerk will get a copy of the new file cabinet keys to Mayor.

POOL Manager: Dorothy motioned, seconded by Tadd Goodyear, to extend the full-time Pool Mgr position to Chelsea Luther, with Tammy Luther helping part-time. Motion carried 5-0. Dorothy is to extend the offer to Chelsea.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Tadd Goodyear, the meeting adjourned at 10:39 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
April 9, 2008

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

April 9, 2008

MEMBERS PRESENT: Don Schultz, Larry Coursen, Dorthy Chikly, Bob Sisson, Tadd Goodyear, Mayor Jack Young.

OTHERS PRESENT: Bob Call, Joe and Kenny Greene, Chet Lee, Jason Hielscher, Ed Harmison, Jon Brady, Mike Blood, Jason Hardin, Tammy Luther, Kristy Hamit, Michael Coffman 7:20PM, Ken Krause 7:22PM, Leonard Jirak 7:23PM, Patty Hylton 8:55PM.

The meeting was called to order by Mayor Young at 7:00 PM after which roll call determined the presence of a quorum.

Minutes: Larry Coursen moved to approve the minutes of the March 12, 2008 regular meeting as written. Don Schultz seconded; motion carried 5-0. Warrants will be discussed during the Treasurer report.

Jason Hardin from Crossroads Communications addressed the Council in regards to the possibility of placing a Cell Phone Antenna on the East Water Tower. After discussion, Larry Coursen moved to approve following review by our legal counsel and if our insurance says okay. Tadd Goodyear seconded; Motion carried 5-0. A complete structural analysis would be done prior to installation.

Joe Greene from Osage Waste was here to discuss the June contract renewal. High gas prices have led Osage Waste to request a 10% increase. Don Schultz moved to have the 10% increase written in to a new one year contract beginning May 1, 2008. Bob Sisson seconded; Motion carried 5-0. Joe Greene will get a copy of the contract to the Clerk. The Clerk will then forward the contract to Michael Coffman.

Jon Brady, Leonard Jirak, and Ken Krause addressed the Council in regards to the upcoming Children's Fishing Pond Project at Jones Park. The City will need to select a contractor. It was recommended that Leonard be named as supervisor. Leonard said that he favored bids by the hour on amenities; and bids by the yard for the dam. Bob Sisson moved to name Leonard Jirak overseer. Tadd Goodyear seconded; Motion carried 5-0. The Clerk is to write a letter for the Council letting both Leonard Jirak and Kansas Wildlife and Parks know that the City had chosen Leonard as supervisor. Once the notice of approval for the project comes from Pratt, Leonard is to meet with Bob Sisson and Tadd Goodyear to begin the process of soliciting bids for the project.

Jason Hielscher, OAA President, addressed the Council in regards to paying the field maintenance worker for the upcoming ball season at Jones Park. Last year it was \$1,300.00 to line the fields. Chalk was additional. It was budgeted out of the general fund. Tadd Goodyear moved for a cap of \$1,500 including chalk. If more chalk is needed, come back and make an additional request before the Council. Bob Sisson seconded; motion passed 5-0. Jason continued by asking about the graffiti at Jones Park. Per the Mayor, Officer Harmison is to call to see when items will be painted. The Mayor also directed Bob Call to put signs on the bathroom doors at the concession stand. The last topic for OAA was the PRIDE Softball Tournament 4th of July Weekend. After discussion, the Mayor directed the Clerk to review what was done for the Street Dance last fall. No action was taken.

Mark Jones had asked to be on the agenda but was not present for the meeting.

WATER/SEWER REPORT: Vic Robbins was not present. Mayor Young asked the Clerk to call Vic and ask him to contact Donna Crawford.

NEW BUSINESS:

Water and Sewer Rate Increases: Don Schultz moved to approve Ordinance 308, authorizing an 8% increase on water rates for the City of Overbrook. Tadd Goodyear seconded; Motion carried 5-0. Tadd Goodyear moved to approve Ordinance 309, authorizing an 8% increase on sewer rates for the City of Overbrook. Don Schultz seconded; motion passed 4-0 with Larry Coursen abstaining. The Clerk is to submit Ordinances 308 and 309 to the Osage County Herald-Chronicle. The Ordinances will go in effect 30 days after publication.

Bob Sisson moved to appoint Marni Penrod to the Library Board. Tadd Goodyear seconded; Motion passed 4-0 with Larry Coursen abstaining.

Bob Sisson moved to approve the purchase of Court Software as per the recommendations of the Judge Jones and Clerk Coursen. Dorthy Chikly seconded; Motion carried 5-0.

Blue Cross Blue Shield of Kansas Renewal: Our current plan was discontinued. Following discussion, Dorthy Chikly moved to approve the Blue Cross Preferred Plan for Employee and Spouse. Larry Coursen seconded; motion passed 5-0.

Renaissance Committee Larry Coursen moved to pay \$100. Bob Sisson seconded; Motion carried 5-0.

Don Schultz and Dorthy Chikly presented highlights from two recent LKM Classes they recently attended. Lots of good information was presented on Personnel Management, Buying Products and Services, and Capital Improvement Planning.

Ten minute break- please be back at 8:55PM.

Meeting resumed at 8:55PM.

Patty Hylton arrived.

No more new business.

UNFINISHED BUSINESS:

Zoning Ordinance update: Following Michael Coffman's recommendation, Dorthy Chikly moved to remove section 22 of the proposed Zoning Ordinance #310 before approving it. Larry Coursen seconded; Motion Carried 5-0. Zoning Ordinance 310 will be effective upon publication in the Osage County Herald-Chronicle.

The Mayor asked the Clerk to let the Council know when the Planning Commission re-appointments are due.

2009 Budget Outlines:

Parks and Rec: Clerk was directed to find documents on the old Park and Rec Commission.

Library Board: Kristy Hamit reviewed a draft of the Library Budget with the Council. If anyone has questions regarding the Library Budget, please let Kristy or Dorthy know.

Maintenance: Bob Sisson presented budget information he had received from Bob Call.

Pool: Larry Coursen presented budget information he had received from Bob Call. The skimmers were the biggest concern; their condition has led to water loss.

Update on the Pool: Tammy Luther discussed the upcoming pool season with the Council. Her daughter, Chelsea, is the Pool Manager. Tammy will be helping Chelsea, who is currently away at school. Chelsea will get back on May 16th. They'll spend the following Monday and Tuesday cleaning up at the pool and working with returning lifeguards. Lifeguard Training will be held from May 21st-23rd. The pool will open on Memorial Day, May 26th. The Mayor directed Bob Call to set up a training meeting with the pool chemical company, Chelsea and Tammy. Bob will let Tammy know. Dorthy Chikly moved to reimburse Chelsea \$250 for a required Lifeguard Certification class she is taking in Hays. Tadd Goodyear seconded; Motion Carried 5-0. The Clerk is to get the receipt. Lifeguard suits were discussed next. Tammy indicated that 8-10 suits would be needed at approximately \$60 each. She asked if the Council would reimburse half of the cost of the suits. The Mayor recommended that the City buy the suits since the uniforms were required and the lifeguard already had a \$100 out-of-pocket training fee expense. Dorthy Chikly moved to buy the suits, spending no more than \$60 each. Tadd Goodyear seconded; Discussion clarified that new suits would have to be bought each year. Motion Carried 5-0. Tammy asked if there is a budget for the pool. A copy of the information presented earlier from Bob Call was given to Tammy. The anticipated closing date of the pool is not yet know. Convenience items will by handled once again by a vendor. Preliminary review of wages \$5.75/hr to start with a .25 raise/year (\$6 if WSI). The Pool Manager receives \$10.00/hr, the Asst. Manager \$7.75/hr (\$8 with WSI). Patty Hylton indicated that we did not budget for an increase. Both Tammy and Chelsea will be gone for a week in July. Bob Call is to make sure that a Safety Call List is posted at the pool. The Mayor thanked Tammy for attending.

Lift Station Alarm System: Since Vic Robbins was not present, the Mayor asked the Clerk to ask Vic to come to the next meeting. The Mayor also asked Bob Call to meet with Vic regarding the Lift Station Alarm System.

Report regarding building at 323 Maple: The owner was not in attendance and did not provide a report for the Council to review. The Clerk was directed to contact the owner and remind them of the May 28th deadline and that the Council wanted to receive a monthly update.

Osage County Herald-Chronicle Progress Edition: The Clerk is to follow-up with Barb at the Herald-Chronicle.

Update on Drainage at 704 W. Santa Fe Trail: Tadd Goodyear indicated that he had gone to the site with Scott and Nathan Averill. Tadd believes that the issue will be resolved by the Nursing Home.

Grant application for playground surface: Jon Brady will bring the grant application documents to the Clerk. Once completed, the application will be presented to the Mayor to sign.

Lake Road Entrance: Tadd Goodyear will follow-up.

Zoning Change request at 402 Ash: The Clerk indicated that the owner had been instructed to make the formal request to the Planning Commission.

Ice Cream Truck request: Officer Harmison said that two calls had been made and will follow-up soon.

Backflow Device at 206 W. Market: Tadd Goodyear spoke with them on April 8th. Their work had not yet been completed; we won't install the backflow device until it is done.

Message Board Status: Don Schultz indicated that the sign should be done in time for Citywide Garage Sales.

CITY OFFICER REPORTS:

Law

Officer Harmison asked why the Gaming Update had been removed from the Agenda. Michael Coffman indicated that it had been done at his request because he felt that it had been resolved at the previous meeting and therefore was no longer an unfinished business item. Officer Harmison then requested that an Executive Session be held to go over the Background Check he had been requested to conduct on our new hire. The Mayor indicated that we would hold the Executive Session at the end of the meeting.

At this point the Mayor was reminded that we hadn't discussed Employee raises and subsequently interrupted the Law Report.

Larry Coursen moved to grant everyone, including part-timers, a 3% raise from the first of the year. Bob Sisson seconded; Motion Carried 5-0.

The Law Report resumed with Officer Harmison asking that other departments submit reports to the Council as requested. Officer Harmison will be soon attending school which will require him to be gone two nights. He then asked that his part-time officer salary be increased to \$11.25/hr. No motion was made to do so and therefore the new part-time law salary will increase only by the previously described 3%.

Maintenance

Bob Call indicated that among other things they had removed the spreader from the Dump Truck, changed the oil in the equipment, and mowed the ball diamonds. High Plains will be here to bid a section tomorrow. The Mayor asked Bob to contact Harbor Construction about coming to look at their chip and seal work. The Mayor would like to talk with them while they were here. Bob will get Sature rock out when pot holes dry up some. Bob was asked to talk to Utility Services about the Crossroads antenna. There was follow-up on the hole by the barber shop and Wrench Benders. Weather has delayed painting the school crossing near Casey's. Bob has a bid from G&G to fix the drainage behind the Post Office. Bob indicated, however, that since he received the bid they found that there is an additional drain (from the Post Office) that will need to be connected. Larry Coursen moved to accept the bid, with the change to tie in the drain from the Post Office. Dorthy Chikly seconded; Motion Passed 5-0. Bob was

asked how his part-time help was working out. Bob said that Steve has done a good job- he's been busy, he's had some weekend animal control calls, and that he hauled gravel all day today.

Treasurer

Patty Hylton began her report by presenting the Warrant List. Council Review included questions regarding:
The \$260 Tractor Supply charge: This included a \$200 cage for catching larger animals.

Hinckley Springs: The Council decided to end the Hinckley Springs service as long as we weren't in a contract.

Phones: consensus was for Embarq to become an auto draft to avoid late fees due to the timing of our monthly meetings.

Galaxy: The Clerk was instructed to contact Galaxy about eliminating Cable Service at City Hall.

Patty continued by indicating that warrant list included two reimbursements: One to Mary Settles for a billing correction and one to Dorothy Chikly for mileage for attending a LKM activity. Dorothy Chikly moved to pay the warrants. Bob Sisson seconded; motion passed 5-0. Next the Council went over the bank reconciliation. Patty discussed the possibility of purchasing a new cd. The Council thought it was a good idea to do so. There was a question about penalties for late water and sewer payments. The consensus of the Council was for the Clerk to apply penalties. The Clerk too should look at options that Ordinance 106 gives us regarding outstanding balances. Jim Long, our Auditor, will be coming the 3rd Monday in May. 10:37PM Larry Coursen left. We'll need to collect ideas for Jim Long for next meeting.

Clerk

Jim Koger gave his report. Jim recommended changing the web host for overbrookks.com. Tadd moved and Dorothy seconded the change. Motion Carried 4-0. The May 14th City Council Meeting will be at the Library. Jim is to publish the change in venue.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, and Dorothy Chikly none.

Don Schultz Saturday is City Wide Cleanup please help if you can.

MAYOR'S REPORT:

KOMA violations are serious. The Council was directed by the Mayor to refrain from discussing executive session items in public. It can't continue, fines will be applied if it does, and legal action is possible.

11:10 PM a ten minute executive session with City Attorney Michael Coffman was called to discuss issues related to non-elected personnel.

11:20 PM Back in session. The Clerk was asked to have Steve Simmons fill out an application to placed in his permanent file. No further action was taken as a result of the executive session.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: there were none.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Bob Sisson, the meeting adjourned at 11:23 PM.

Respectfully submitted,

Jim Koger, City Clerk

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

May 14, 2008

MEMBERS PRESENT: Don Schultz, Dorthy Chikly, Bob Sisson, Tadd Goodyear. Mayor Jack Young and Larry Coursen were absent.

OTHERS PRESENT: Letha Haslett, Bev Hix, Ed Harmison, Jon Brady, Rick Calderwood, Lindee Calderwood, Austin Calderwood, Pat Martin, Walt Martin, Jim Foster, Tom Baumgardner, Darin Jones, Patty Hylton, Jim Koger, Steve Simmons, Vic Robbins, Michael Coffman 7:30PM.

The meeting was called to order by Mayor Young at 7:13 PM after which roll call determined the presence of a quorum.

Minutes: The minutes were not done for the previous meeting. Warrants will be part of the Treasurer's report.

Jason Hardin from Crossroads Communications addressed the Council in regards to the possibility of placing a Cell Phone Antenna on the East Water Tower. After discussion, Larry Coursen moved to approve following review by our legal counsel and if our insurance says okay. Tadd Goodyear seconded; Motion carried 5-0. A complete structural analysis would be done prior to installation.

Joe Greene from Osage Waste was here to discuss the June contract renewal. High gas prices have led Osage Waste to request a 10% increase. Don Schultz moved to have the 10% increase written in to a new one year contract beginning May 1, 2008. Bob Sisson seconded; Motion carried 5-0. Joe Greene will get a copy of the contract to the Clerk. The Clerk will then forward the contract to Michael Coffman.

Jon Brady, Leonard Jirak, and Ken Krause addressed the Council in regards to the upcoming Children's Fishing Pond Project at Jones Park. The City will need to select a contractor. It was recommended that Leonard be named as supervisor. Leonard said that he favored bids by the hour on amenities; and bids by the yard for the dam. Bob Sisson moved to name Leonard Jirak overseer. Tadd Goodyear seconded; Motion carried 5-0. The Clerk is to write a letter for the Council letting both Leonard Jirak and Kansas Wildlife and Parks know that the City had chosen Leonard as supervisor. Once the notice of approval for the project comes from Pratt, Leonard is to meet with Bob Sisson and Tadd Goodyear to begin the process of soliciting bids for the project.

Jason Hielscher, OAA President, addressed the Council in regards to paying the field maintenance worker for the upcoming ball season at Jones Park. Last year it was \$1,300.00 to line the fields. Chalk was additional. It was budgeted out of the general fund. Tadd Goodyear moved for a cap of \$1,500 including chalk. If more chalk is needed, come back and make an additional request before the Council. Bob Sisson seconded; motion passed 5-0. Jason continued by asking about the graffiti at Jones Park. Per the Mayor, Officer Harmison is to call to see when items will be painted. The Mayor also directed Bob Call to put signs on the bathroom doors at the concession stand. The last topic for OAA was the PRIDE Softball Tournament 4th of July Weekend. After discussion, the Mayor directed the Clerk to review what was done for the Street Dance last fall. No action was taken.

Mark Jones had asked to be on the agenda but was not present for the meeting.

WATER/SEWER REPORT: Vic Robbins was not present. Mayor Young asked the Clerk to call Vic and ask him to contact Donna Crawford.

NEW BUSINESS:

Water and Sewer Rate Increases: Don Schultz moved to approve Ordinance 308, authorizing an 8% increase on water rates for the City of Overbrook. Tadd Goodyear seconded; Motion carried 5-0. Tadd Goodyear moved to approve Ordinance 309, authorizing an 8% increase on sewer rates for the City of Overbrook. Don Schultz seconded; motion passed 4-0 with Larry Coursen abstaining. The Clerk is to submit Ordinances 308 and 309 to the Osage County Herald-Chronicle. The Ordinances will go in effect 30 days after publication.

Bob Sisson moved to appoint Marni Penrod to the Library Board. Tadd Goodyear seconded; Motion passed 4-0 with Larry Coursen abstaining.

Bob Sisson moved to approve the purchase of Court Software as per the recommendations of the Judge Jones and Clerk Coursen. Dorthy Chikly seconded; Motion carried 5-0.

Blue Cross Blue Shield of Kansas Renewal: Our current plan was discontinued. Following discussion, Dorthy Chikly moved to approve the Blue Cross Preferred Plan for Employee and Spouse. Larry Coursen seconded; motion passed 5-0.

Renaissance Committee Larry Coursen moved to pay \$100. Bob Sisson seconded; Motion carried 5-0.

Don Schultz and Dorthy Chikly presented highlights from two recent LKM Classes they recently attended. Lots of good information was presented on Personnel Management, Buying Products and Services, and Capital Improvement Planning.

Ten minute break- please be back at 8:55PM.

Meeting resumed at 8:55PM.

Patty Hylton arrived.

No more new business.

UNFINISHED BUSINESS:

Zoning Ordinance update: Following Michael Coffman's recommendation, Dorthy Chikly moved to remove section 22 of the proposed Zoning Ordinance #310 before approving it. Larry Coursen seconded; Motion Carried 5-0. Zoning Ordinance 310 will be effective upon publication in the Osage County Herald-Chronicle.

The Mayor asked the Clerk to let the Council know when the Planning Commission re-appointments are due.

2009 Budget Outlines:

Parks and Rec: Clerk was directed to find documents on the old Park and Rec Commission.

Library Board: Kristy Hamit reviewed a draft of the Library Budget with the Council. If anyone has questions regarding the Library Budget, please let Kristy or Dorthy know.

Maintenance: Bob Sisson presented budget information he had received from Bob Call.

Pool: Larry Coursen presented budget information he had received from Bob Call. The skimmers were the biggest concern; their condition has led to water loss.

Update on the Pool: Tammy Luther discussed the upcoming pool season with the Council. Her daughter, Chelsea, is the Pool Manager. Tammy will be helping Chelsea, who is currently away at school. Chelsea will get back on May 16th. They'll spend the following Monday and Tuesday cleaning up at the pool and working with returning lifeguards. Lifeguard Training will be held from May 21st-23rd. The pool will open on Memorial Day, May 26th. The Mayor directed Bob Call to set up a training meeting with the pool chemical company, Chelsea and Tammy. Bob will let Tammy know. Dorthy Chikly moved to reimburse Chelsea \$250 for a required Lifeguard Certification class she is taking in Hays. Tadd Goodyear seconded; Motion Carried 5-0. The Clerk is to get the receipt. Lifeguard suits were discussed next. Tammy indicated that 8-10 suits would be needed at approximately \$60 each. She asked if the Council would reimburse half of the cost of the suits. The Mayor recommended that the City buy the suits since the uniforms were required and the lifeguard already had a \$100 out-of-pocket training fee expense. Dorthy Chikly moved to buy the suits, spending no more than \$60 each. Tadd Goodyear seconded; Discussion clarified that new suits would have to be bought each year. Motion Carried 5-0. Tammy asked if there is a budget for the pool. A copy of the information presented earlier from Bob Call was given to Tammy. The anticipated closing date of the pool is not yet know. Convenience items will by handled once again by a vendor. Preliminary review of wages \$5.75/hr to start with a .25 raise/year (\$6 if WSI). The Pool Manager receives \$10.00/hr, the Asst. Manager \$7.75/hr (\$8 with WSI). Patty Hylton indicated that we did not budget for an increase. Both Tammy and Chelsea will be gone for a week in July. Bob Call is to make sure that a Safety Call List is posted at the pool. The Mayor thanked Tammy for attending.

Lift Station Alarm System: Since Vic Robbins was not present, the Mayor asked the Clerk to ask Vic to come to the next meeting. The Mayor also asked Bob Call to meet with Vic regarding the Lift Station Alarm System.

Report regarding building at 323 Maple: The owner was not in attendance and did not provide a report for the Council to review. The Clerk was directed to contact the owner and remind them of the May 28th deadline and that the Council wanted to receive a monthly update.

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Clerk

Jim Koger gave his report. Jim recommended changing the web host for overbrookks.com. Tadd moved and Dorothy seconded the change. Motion Carried 4-0. The May 14th City Council Meeting will be at the Library. Jim is to publish the change in venue.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, and Dorothy Chikly none.

Don Schultz Saturday is City Wide Cleanup please help if you can.

MAYOR'S REPORT:

KOMA violations are serious. The Council was directed by the Mayor to refrain from discussing executive session items in public. It can't continue, fines will be applied if it does, and legal action is possible.

11:10 PM a ten minute executive session with City Attorney Michael Coffman was called to discuss issues related to non-elected personnel.

11:20 PM Back in session. The Clerk was asked to have Steve Simmons fill out an application to placed in his permanent file. No further action was taken as a result of the executive session.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: there were none.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Bob Sisson, the meeting adjourned at 11:23 PM.

Respectfully submitted,

Jim Koger, City Clerk

Approved:

July 9, 2008

CITY OF OVERBROOK

MINUTES REGULAR COUNCIL MEETING June 11, 2008 Overbrook City Hall

MEMBERS PRESENT: Tadd Goodyear, Dorothy Chikly, Bob Sisson, Larry Coursen, Mayor Jack Young. Don Schultz was absent.

OTHERS PRESENT: Pat and Walt Martin, Letha Haslett, Bev Hix, Rick and Lindee Calderwood, Austin Calderwood, Jim Foster, Darin Jones, Tom Baumgardner, Patty Hylton, Jim Koger, Steve Simmons, Jon Brady, Vic Robbins, Michael Coffman (7:30PM).

The meeting was called to order by Mayor Young at 7:13 PM after which roll call determined the presence of a quorum.

Minutes: Minutes from the May 14, 2008 meeting were not ready. Warrants will be discussed during the Treasurer report.

Walt Martin addressed the Council about the possibility of closing 1st Street east to Standard Oil. After discussion, Larry Coursen moved to close the street as requested pending legalities. Tadd Goodyear seconded; Motion carried 4-0. Jim Koger is to verify with the County Clerk.

WATER/SEWER REPORT: Vic Robbins was present. Jack Young, Vic Robbins and Jim Koger will work on the KDHE requested Project Certification. Jim Koger is to contact the lab in Auburn regarding the new E Coli Monitoring. Vic and Jim are to work on the details that Vic needs to complete the preliminary engineering report for the CDBG application for Phase 2 of the Waste Improvement Project. The KIAK meeting is to be set up by the end of August. Vic Robbins and Michael Coffman will work on easements. Bob Sisson moved to amend the existing revolving loan for the project. Larry Coursen seconded; Motion carried 4-0. After discussion, Larry Coursen moved to purchase the Lift Station Alarms from the Ray Lindsey Company. Bob Sisson seconded; motion passed 4-0. Jim Koger is to let John Tillman at Ray Lindsey know. Jim is also to let KDHE know when the alarms are installed.

NEW BUSINESS:

RE-APPOINTMENT OF OFFICERS:

Tadd Goodyear moved to reappoint the officers as recommended by Mayor Jack Young. Larry Coursen seconded; Motion passed 4-0. The only change was that Everette Dannar was re-appointed as a part-time officer only.

SIDEWALKS IN MEADOWBROOK:

Jim to look for original plat. After discussion, Bob Sisson moved to leave it to the developer. Tadd Goodyear seconded; Motion carried 4-0.

MAINTENANCE ITEMS:

The Council instructed Jim Koger to have K&K Electric replace the pole at the West Lift Station. Steve Simmons is to contact Clyde Martin about the shingles on the chlorinator building. Steve is to mow around the well houses and valves. Steve is also to contact G&G about putting gravel around the well houses.

No more new business.

UNFINISHED BUSINESS:

CROSSROADS:

Michael Coffman, City Attorney, indicated that he received a favorable resolution to the question whether adding an antenna to our water tower would change our property tax requirements. Bob Sisson moved to finalize the

lease with Crossroads Wireless. Tadd Goodyear seconded; motion carried 4-0. Jim is to contact Jason Hardin for final draft.

BUILDING AT 323 MAPLE:

Per information provided from the Calderwood's, Michael Coffman suggested extending the May 28, 2008 deadline one month. Larry Coursen moved to extend one month. Tadd Goodyear seconded; Motion carried 4-0.

OKTOBERFEST:

Bob Sisson moved to give CMB to Oktoberfest if arrangements are made with Fair Board. Larry Coursen seconded; Motion carried 4-0.

FISH FEEDERS:

Tadd Goodyear moved to fix the fish feeder. Bob Sisson seconded; Motion carried 4-0. Fisherman in boats manually turn feeder- this strips the motor.

REC COMMISSION:

Michael Coffman will draft a petition and get it to Jon Brady. If enough signatures of qualified voters are recorded, this item will be on the ballot for the general election in November.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Letha Haslett asked about straightening the bank behind her house. Steve and Jack will go see on Thursday.

Darin Jones said that he was glad to see that the fish feeder was going to be fixed. He then asked about the possibility of holding one or two catch and release fishing tournaments at the City Lake. Larry Coursen moved to allow if it was okay with KDWP. Tadd Goodyear seconded; Motion carried 4-0. Jack will discuss with Leonard Jirak.

Jim Foster discussed the work done in the alley behind the Library.

Jon Brady indicated that the Culverts that had been approved for the 5th Street extension to Jones Park have been ordered and that the City should soon be receiving the bill. Jim Koger let Jon know that a meeting had been set up for the Children's Fishing Pond 10AM June 18.

The Mayor called for a ten minute recess at 8:18PM. Meeting resumed at 8:28PM.

CITY OFFICER REPORTS:

Law

Officer Harmison gave his report and indicated that the Community Service work would continue thru the next week. They were working on Maple Street and would paint stripes next.

Maintenance

Steve Simmons let the Council know that they had gotten the two beaver out of the City Lake; however there are still muskrats. In addition to the shingle work on the chlorinator building, the Council would also like for Steve to have Clyde Martin look at the tar caps on the buildings for Wells 1&2.

Treasurer

Patty Hylton began her report by presenting the Warrant List. After discussion, Tadd Goodyear moved to pay warrants. Larry Coursen seconded; Motion carried 4-0. The Reconciliation did not balance. Patty will advise next meeting. Jim Long will be getting audit information to us. Dorthy Chikly indicated that LKM has a simplified form

for the information a Treasurer should present to the Council and will show Patty an example of what LKM recommends.

Clerk

Jim Koger gave his report. Jim will continue to work on the outstanding water bill balances.

Tammy Luther then gave a report on the Pool. Some of the Skimmer baskets are either broken or missing all-together. Tammy believes that they have received approximately \$5,000 in swimming lesson fees, \$3,000 in pool passes, and \$200 daily so far this season. The lifeguard swimsuits have been ordered. There was some discussion about funding of the Swim Team. No action was taken as the consensus of the Council was that swim team funding will be discussed prior to the start of next season.

EXECUTIVE SESSION: At 9:10PM Bob Sisson made a motion to go into executive session for 10 minutes with City Attorney Michael Coffman to discuss non-elected personnel matters. Larry Coursen seconded; motion carried. Meeting was opened at 9:19. No action was taken.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear said that he thought Jim and Steve were doing great.

Larry Coursen asked what are we doing to replace Bob Call? Jack Young indicated that he had questions about what we want- and suggested a special meeting to decide. A special meeting, tentatively scheduled for 8AM on Friday, June 20th, to identify qualifications for the Maintenance Superintendent position, was discussed.

Bob Sisson, and Dorthy Chikly none.

COMMENTS FROM THE MAYOR:

Jack Young read apologies from two of the young men involved in the fire hydrant incident last winter.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Tadd Goodyear, the meeting adjourned at 9:37 PM.

Respectfully submitted,

Jim Koger, City Clerk

Approved:

July 9, 2008

CITY OF OVERBROOK

MINUTES

SPECIAL COUNCIL MEETING

June 20, 2008

Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, Mayor Jack Young. Council Member Tadd Goodyear arrived at 8:05AM.

OTHERS PRESENT: Pat Martin, Bruce Smith, Jim Koger, Steve Simmons.

The meeting was called to order by Mayor Young at 8:00 AM after which roll call determined the presence of a quorum. The mayor then stated that the purpose of the meeting to decide on the qualifications for a new Maintenance Superintendent.

After lengthy discussion, Larry Coursen moved to establish that a successful applicant had to live within 5 miles of Overbrook. Motion died for lack of a second. Dorothy Chikly moved that our Maintenance Superintendent Job Description state that the successful applicant live within a half hour of Overbrook. Bob Sisson seconded; Motion carried 3-2.

No additional changes to the job description were made.

The Clerk is to post an ad in the Herald-Chronicle and the Topeka Capital-Journal. Deadline for applications is July 7, 2008.

Larry Coursen moved to adjourn, with Bob Sisson seconding. Motion carried; meeting was adjourned at 8:55 AM.

Respectfully submitted,

Jim Koger, City Clerk

Approved:

July 9, 2008

CITY OF OVERBROOK

MINUTES
City Hall

REGULAR COUNCIL MEETING

July 9, 2008

Overbrook

MEMBERS PRESENT: Don Schultz, Dorthy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear. and Mayor Jack Young.

OTHERS PRESENT: Ed Harmison, Patty Hylton, Jim Koger, Mark Jones, Max Friesen, Eula Lee Fuller, Beverly Hix, Nelta Land, Stephanie Watson, Dennis Graves, Brant Greenfield, Teri Graham, Pat Martin, Steve Simmons, Jon Brady, Mike Graham, Sheila Dale, Larry Woodson, Bob Call, Vic Robbins (7:12PM), and two unidentified guests.

The meeting was called to order by Mayor Jack Young at 7:00 PM after which roll call determined the presence of a quorum.

MINUTES: Larry Coursen moved to approve the Minutes from May 14, 2008, June 11, 2008, and June 20, 2008. Don Schultz seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

At this point it was noted that three agenda items will need to be added: Sheila Dale is here to discuss Hazard Mitigation as well as the Storm Ready plan. Nelta Land is here to discuss the possibility of starting a recycling program in Overbrook.

Max Friesen discussed a new subdivision with the Council. Max presented his plan and asked the Council to think about it.

Bicycle Safety Fair: Don Schultz and Mark Jones discussed the Children's Bicycle Safety Fair to be held at 7PM on July 26th at the OAC Playground. Capps Bike Shop will be here to conduct the Safety Fair. Bikes will be registered. Donations are to cover the cost of helmets for participating Overbrook children.

Dennis Graves discussed the possibility of having Sidewalks come in to the park from the Meadowbrook subdivision. Jack Young gave Mr. Graves a copy of the information that Michael Coffman had prepared regarding this issue. No action was taken.

WATER/SEWER REPORT: Vic Robbins presented his report. Vic has been working on the preliminary engineering report. It is close to being ready. The KIAC meeting will be August 26th. Donna Crawford and Vic will be going. Vic asked that at least one Council Member go with them. Vic and Jim will work on the revolving loan application. Sheila Dale asked about the culvert on 5th Street. Jack will go look.

NEW BUSINESS:

Recycling

Stephanie Watson was here along with Nelta Land and a guest to discuss the possibility of starting a recycling program in Overbrook.

Tractor at Shucks

Estimate is not back yet.

Housing Authority

Larry Coursen moved to reappoint Cliff O'Bryhim and JA Cordts to the Housing Authority Board. Bob Sisson seconded; motion carried 5-0. Jack suggested that the Council and Bruce Smith continue to work to find someone for the one remaining open seat.

Drainage

Brant Greenfield, Mike Graham, and Teri Graham were at the meeting to discuss drainage on Devin Street. After lengthy discussion, the Mayor advised the Council that there are lots of ditches in town that need attention and suggested that they work on a plan beginning with fixing Eula Fuller's drainage problem that we had committed to

fix a year ago. Dorthy Chikly moved to get a bid to get Eula's issued fixed. Tadd Goodyear seconded; Motion carried 5-0. Jack will call Mike Graham to go look at his property.

Capital Equipment
Discussion but no action taken.

UNFINISHED BUSINESS:

Crossroads Wireless
Agreement has been signed. We should receive the originals soon.

Lift Station Alarm System
Alarm system is installed. Jim to take the Police Department off the call list.

Report regarding building at 323 Maple
Property owner will have report at next meeting.

Road entrance lake
Tadd will continue to work on.

Walt Martin's road closure request
Larry Coursen moved to have First Street, east of Maple to the railroad easement, closed by Ordinance. Tadd Goodyear seconded; Motion carried 5-0. Jim Koger to have Ordinance ready to sign next meeting.

Quorum change
Jim Koger to verify with Michael Coffman how to repeal charter ordinance.

Tree Dump
Discussion but no action taken.

Trail Grant bathroom
Don Schultz moved to front the money for the purchase of the bathroom, with funds to be reimbursed from the grant. Tadd Goodyear seconded; Motion carried 4-1.

KPERS/KPF difference
After discussion, which included Bob Call saying that when he had quit he had purposely kept City equipment (specifically the video camera (and tapes) and the valve map) until the City settled up with him, Don Schultz moved to pay Bob Call the KPERS/KPF difference since December of last year. Dorthy Chikly seconded; Motion carried 5-0.

Kid's Fishing Pond No bids were received so before deciding to extend the bid window, it was the consensus of the Council to invite Leonard Jirak to the next regular Council Meeting to discuss why no bids were received.

CITY OFFICER REPORTS:

Law
Officer Harmison gave his report. Officer Harmison is to work with Steve Simmons on tree trimming along the parade route.

Maintenance
Steve Simmons provided the Council with a detailed report on his daily Maintenance activities.

Treasurer

Patty Hylton gave her report. Tadd Goodyear moved to pay warrants. Don Schultz seconded; Motion approved. Street Maintenance Jim to get Tadd contact names. We need to find out if ditches are part of the street. Patty will ask Jim Long to be here on July 24th at 6PM for the Budget Workshop.

Clerk

Jim Koger gave his report. Bob Sisson made a motion to shut off all past-due meters. Motion died for lack of a second. Larry Coursen moved to file liens per Ordinance 106, pull meters on all past due that don't make payments, and not to use a collection agency at this time. Tadd Goodyear seconded. Discussion included talk about making the person who incurred the bill responsible for paying the bill. Motion carried 4-1.

At this point, Don Schultz moved to have a fifteen minute Executive Session with Sheila Dale to discuss Hazard Mitigation. Larry Coursen seconded; Motion carried 5-0.

A 5 minute break was held before the Council went to Executive Session at 9:40PM.

9:49PM upon return from Executive Session, Dorthy Chikly moved that we participate in the Hazard Mitigation Plan. Don Schultz seconded; Motion carried 5-0. Tadd Goodyear moved that we join the Storm Ready plan. Dorthy Chikly seconded; motion carried 5-0. Sheila will follow-up with Jim Koger.

Larry Coursen moved to have a one hour Executive Session to discuss the candidates for the vacant Maintenance Superintendent position. Bob Sisson seconded; Motion carried 5-0. Council went in to Executive Session at 9:50PM. The Mayor was not part of this Session.

At 10:21 PM the Council came back early from Executive Session. Larry Coursen moved for the Clerk to schedule interviews with the indicated applicants on July 24, 2008 at either 7PM or 8PM. Don Schultz seconded; Motion carried 5-0.

COUNCIL MEMBER COMMENTS:

None.

MAYOR'S REPORT:

The Mayor indicated that we will probably receive some feedback on Monday the 21st following the issuance of shut-off notices for the 20th.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Bob Call indicated that he wished we had let the people outside know that the Council had come back early from Executive Session. Note from Clerk- nothing intentional- had no idea there were still people out front- nor did I know that they had not heard the call to come back as those of us in the back part of the building had.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Bob Sisson, the meeting adjourned at 10:23 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
August 13, 2008

CITY OF OVERBROOK

MINUTES
City Hall

SPECIAL COUNCIL MEETING

July 24, 2008

Overbrook

MEMBERS PRESENT: Don Schultz, Dorthy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear. Mayor Jack Young was absent.

OTHERS PRESENT: Ed Harmison, Patty Hylton, Jim Koger, Jim Long, and Kristy Hamit (6:02 PM)

The meeting was called to order by Council President Bob Sisson at 6:00 PM after which roll call determined the presence of a quorum.

The Budget Workshop began with Jim Long presenting the audit for review. After discussion, Dorthy Chikly moved to approve the audit with a change to read that per our employment policy accumulated sick leave would not be paid out when employment ended. Larry Coursen seconded; Motion carried 4-0.

Jim Long then presented the 2009 Budget. After discussion, Don Schultz moved to have our Budget Hearing at the beginning of our regular August 13th Council Meeting. Dorthy Chikly seconded; Motion Carried 4-0. The Clerk is to have the Budget Hearing Notice published in the Osage County Herald-Chronicle.

At 6:51PM a 5 minute recess was called.

Upon return at 6:56PM, Larry Coursen moved to hold an Executive Session for the purpose of conducting interviews for the Maintenance Superintendent Position. A period of time of 1.5 hours was requested. Tadd Goodyear seconded; Motion carried 4-0.

The Council returned from Executive Session at 8:30PM. At 8:32PM Don Schultz moved for an additional 10 minutes to select candidates for additional interview(s). Larry Coursen seconded; Motion carried 4-0. The Clerk was instructed to stay for this session.

Upon return from Executive Session at 8:42PM, Larry Coursen moved to hold second interviews with three of the candidates at 7PM on August 5th. The Clerk is to have basic background checks run as well as set up the second interviews. Dorthy Chikly seconded; Motion passed 4-0.

Larry Coursen moved to adjourn, with Dorthy Chikly seconding. Motion carried; meeting was adjourned at 8:43 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
August 13, 2008

CITY OF OVERBROOK

MINUTES
Overbrook City Hall

REGULAR COUNCIL MEETING

August 13, 2008

MEMBERS PRESENT: Don Schultz, Dorthy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear. and Mayor Jack Young.

OTHERS PRESENT: Ed Harmison, Patty Hylton, Jim Koger, Beverly Hix, Stephanie Watson, Pat Martin, Steve Simmons, Jon Brady, Nancy Durbin, Dale Devin, and Scott Warren. Ken Krause arrived at 7:10PM. Jim Gates and Michael Coffman arrived at 7:23PM. Leonard Jirak arrived at 7:37PM. Eula Lee Fuller and Charles Glenn arrived at 7:55PM. Chelsea Luther arrived at 8:04PM. Mary and Conrad Boos arrived at 8:05PM.

The meeting was called to order by Mayor Jack Young at 7:00 PM after which roll call determined the presence of a quorum.

Budget Hearing:

Verified that the audit was corrected to say accumulated sick leave was not paid upon leaving employment with the City. With no Budget questions from the public, the hearing was closed at 7:03PM.

MINUTES: Larry Coursen moved to approve the Minutes from July 9, 2008 Regular Council Meeting and the July 24, 2008 Special Council Meeting. Bob Sisson seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

Nancy Durbin was present to discuss the upcoming Santa Fe Trail Days October 3rd and 4th. Bob Sisson moved to purchase a half-page ad in the SFT Days brochure. Larry Coursen seconded; motion carried 5-0.

At 7:11 PM Bob Sisson moved to go in to Executive Session to discuss non-elected personnel matters. Larry Coursen seconded; Motion carried 5-0. Upon return from Executive Session at 7:23pm, Don Schultz moved to table the discussion and to re-open the application process. Dorthy Chikly seconded; Motion failed 2-3. Larry Coursen moved to hire Charles Glenn. Bob Sisson seconded; Motion failed 2-3. Don Schultz suggested a working meeting at 7PM tomorrow, August 14th, to go over the applications further.

WATER/SEWER REPORT: Vic Robbins was not present. Vic had called and asked that the Clerk remind everyone that the KIAK Meeting will be on August 26th.

NEW BUSINESS:

a. KDOT Grant for Safe Path to School: It's a 100% reimbursement Grant. Dorthy is to find out more information. Perhaps we can use to improve sidewalks (or streets and ditches). Clerk is to discuss with City Manager at McPherson.

Children's Fishing Pond discussion with Leonard Jirak and Ken Krause: Concensus was to see if the two contractors that are bidding on the ball diamonds would like to bid on the Children's Fishing Pond. The Clerk is to send information to both and give them a week to respond. December 1st is the completed deadline for grant.

b. Brush cleanup at various intersections: No action taken.

c. Reser Tree Service Tree Trim Bid: Dorthy Chikly moved to get more bids. Don Schultz seconded; motion carried 5-0. Clerk is to contact Peterson and Heartland Tree.

d. KPERS enrollment; fup on BCBS participation: Tadd Goodyear moved to offer KPERS to Steve Simmons as he was approaching the hours worked requirement. Bob Sisson seconded; Motion carried 5-0. Tadd Goodyear moved to make Steve Simmons Full-Time. Bob Sisson seconded; following discussion, Tadd retracted his motion. Steve Simmons has become eligible for our BCBS coverage. The City will pay for his individual coverage under our group plan. He would have the opportunity to purchase additional coverage, if he so desired.

e. HB 2217 Review; LKM recommends exemption and move from 45 to 60 days: Dorothy Chikly moved to take the LKM recommendation regarding HB2217 to move the time limit from 45 to 60 days and to exempt the City from requirement to make a resolution to identify why a re-appointment is not made. Don Schultz seconded; Motion carried 4-0. The Clerk is to prepare the Charter Ordinance for next meeting.

Mary and Conrad Boos were here to discuss hosting a Street Event at Conrad's on August 23rd. Maple Street would be closed and a snow fence would be erected. Beer would be sold in the fenced area outside Conrad's. Don Schultz moved to accept and support the event. Tadd Goodyear seconded; Motion carried 4-0.

Pool Manager Chelsea Luther discussed the pool. She had a bid from Line X in Topeka to resurface the diving boards. It was suggested that an additional bid be secured locally from Buddy Rogers. Chelsea's report listed a couple of repair items in the bathhouse. Chelsea asked that the Council consider the new minimum wage when calculating the Lifeguard Salaries for next season. Revenue to date included \$4,895 in pool passes, \$3,090 in public swim lessons, and \$510 for pool parties. In addition, the WSI certified lifeguards earned \$1,215 for private lessons. There was discussion about the Swim Team, the season went very well, 25 kids were involved. Fees and fundraising should be considered next year. Chelsea planned on keeping the pool open weekends until Labor Day. Bob Sisson moved to close the pool as of August 17th. Larry Coursen seconded. Discussion indicated that a Pool Party was scheduled for August 22nd. Motion carried 3-2. The Clerk is to get bids for repairing the pool. Don Schultz moved to approve a bid for complete repair up to \$15,000 for Mayor approval. Larry Coursen seconded; Motion carried 5-0.

A ten minute break was called at 8:37PM.

At 8:47PM the meeting resumed.

UNFINISHED BUSINESS:

a. Bid for tractor repair at Shucks Implement in Lawrence: Bob Sisson moved to have the tractor fixed per the \$2000 bid from Shuck's Implement. Larry Coursen seconded the motion. Motion carried 5-0.

b. Housing Authority one empty seat (since Feb 2007): The Council had no suggestions at this time.

c. Drainage update Fuller, Devon St.: Work finished today at Eula Lee Fuller's. Steve is to get hay from Tadd to cover the grass seeding. The consensus was that once a new maintenance superintendent was hired, a drainage plan could be established.

d. Lake Road entrance- Tadd Goodyear: discussion but no action taken. The clerk will work on the road paperwork.

e. Ordinance 312 1st Street East of Maple to Railroad road closure: Larry Coursen moved to approve Ordinance 312, closing First Street east of Maple to the railroad tracks. Tadd Goodyear seconded; Motion carried 5-0. The Ordinance will be effective upon publication in the Osage County Herald-Chronicle.

f. Charter Ordinance 11 Quorum change: Dorothy Chikly moved to adopt Charter Ordinance #11, rescinding Charter Ordinance #10 in it's entirety. Don Schultz seconded; Motion approved 5-0. The Charter Ordinance is to

be published twice in the Osage County Herald-Chronicle. The public will have 60 days following the second publication to voice opposition via petition. If after such 60 days, no petition exists, the Charter Ordinance will become effective.

g. Update on Bicycle Safety Fair- Don Schultz: Very successful despite the weather. Soon we will have the remaining helmets at City Hall, bring bikes to register while they last. Thank you to Mark and Gaylene Jones for their help with this event.

h. Update on Osage County Multi-Hazard Mitigation Plan: discussion, no action taken.

i. Update on OAA petition: Dorthy Chikly moved to place the question on the November ballot, as set out in petition, subject to verification by the Overbrook City Clerk. Tadd Goodyear seconded; Motion carried 5-0.

Report regarding building at 323 Maple: Discussion verified that if property changes hands, agreement does not change. Larry Coursen moved to have Michael Coffman write David Peimann a letter so stating that a plan was required by the end of August with completion by the end of September. Tadd Goodyear seconded; Motion carried 5-0.

CITY OFFICER REPORTS:

LAW: Officer Harmison gave his report. Discussion included the police car accident and a Doberman near 1st and Ash.

MAINTENANCE: Steve Simmons gave his report. Don Schultz asked about the school cross walks being painted. There was also some discussion about filling pot holes.

TREASURER: Patty Hylton gave the Treasurers report. Following discussion, Don Schultz moved to pay warrants as presented. Larry Coursen seconded; Motion carried 5-0. The bank reconciliation is now one page. Pool revenue is up \$1,500 from last year at this time, pool expenses are down \$1,000 during the same period. Patty will check with KSB to make sure our deposits are sufficiently covered.

CLERK: Jim Koger gave the Clerk report reminding the Mayor and Council that the KIAK meeting was August 26th at 4PM in Topeka. The Operator-in-Training paperwork was discussed.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear will not be here tomorrow.

Bob Sisson will want to have an executive session next month.

Don Schultz reminded everyone that the next Overbrook Business Meeting would be on October 15th at the Brookside Community Room. On October 22nd, LKM will have a town hall meeting.

Dorthy Chikly and Larry Coursen had no comment.

MAYOR'S REPORT:

The Mayor acknowledged a letter from two young residents asking about a skateboard park. The clerk was asked to forward the letter to both the OAA and to PRIDE.

The Mayor then said that he wanted to make it clear that he isn't part of picking the new maintenance person.

Water Bill Hearing: Resident was not disputing the amount; just was hoping to delay when they could make payment. The Council indicated that \$135.15 was due by the end of business on August 14th or the water meter would be shut off.

COMMENTS FROM PUBLIC NOT ON THE AGENDA:

Jon Brady presented the OAA petition to the Clerk to verify signatures. Michael Coffman indicated that the ballot items would be needed by the end of the month. Jon Brady also reminded people to keep track of both time and materials on any work being done on the Park Project.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Larry Coursen and Bob Sisson, the meeting adjourned at 10:05 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
September 10, 2008

CITY OF OVERBROOK

MINUTES SPECIAL COUNCIL MEETING

August 19, 2008

Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, and Mayor Jack Young.

OTHERS PRESENT: Jim Koger, Sam Nihiser, Dave Dillner Edgerton City Administrator, Frances Cross Edgerton Mayor.

The meeting was called to order by Mayor Jack Young at 7:15 PM at which time it was determined there was not the presence of a quorum.

For 45 minutes, Dave Dillner and Frances Cross discussed the City Administrator position as it was utilized by the City of Edgerton, Kansas. Mr. Dillner had prepared a flyer for everyone to review.

The session was informative and enjoyable.

Respectfully submitted,

Jim Koger, City Clerk

CITY OF OVERBROOK

MINUTES REGULAR COUNCIL MEETING September 10, 2008 Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear. and Mayor Jack Young.

OTHERS PRESENT: Donna Crawford, Vic Robbins, Ed Harmison (7:03), Patty Hylton, Jim Koger, Steve Simmons, Dan Reser, Dale Devin, Hilda Cowen, Doris Larson, Scott Warren, Dave Swaim (7:05), Patrick Graham (7:17), and the Reporter for the Osage County Herald-Chronicle. Bruce McKee arrived at 7:34. Beverly Hix arrived at 7:37PM.

The meeting was called to order by Mayor Jack Young at 7:00 PM after which roll call determined the presence of a quorum.

Public Hearing

Donna Crawford, Grant Administrator, and Vic Robbins, City Engineer, led the Public Hearing for Phase II of the Sewer Rehabilitation Project. After Vic detailed the history of the project, Donna asked the public for input. Questions included discussion about the width of the easement requests, what would happen if line replacement was required, how the lining process would not plug service lines, and whether the main line was installed correctly (or located correctly) in the first place.

The Public Hearing was closed at 7:25PM.

Dorothy Chikly moved to pass Resolution 97; Tadd Goodyear seconded. Motion passed 5-0.

Dorothy Chikly moved to pass Resolution 98; Tadd Goodyear seconded. Motion passed 5-0.

Don Schultz moved to pass Resolution 99; Dorothy Chikly seconded. Motion passed 5-0.

MINUTES: Larry Coursen moved to approve the Minutes from the August 13, 2008 Regular Council Meeting. Dorothy Chikly seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

Patrick Graham and Dave Swaim were here to discuss with the Council the possibility of Overbrook hosting the high school Homecoming Parade on a rotating basis. The Council voted 5-0 to endorse the Parade on a motion duly made and seconded by Bob Sisson and Larry Coursen. The order will be randomly determined at the September 22nd School Board Meeting. Jack and Bob will represent Overbrook at the board meeting.

Swimming Pool Update: Bruce McKee was here to discuss his bid for the pool repair with the Council. He could do the work in October/November and recommended that it be done before the next pool season. The Council thanked Bruce for his input. Bruce left the meeting.

After reviewing the bids for the pool repair, Larry Coursen moved to have Bruce McKee do the repair. Dorothy Chikly seconded; there was discussion over whether we had the money to do the repair; Motion carried 5-0. The Clerk is to let McKee know.

Don Schultz moved to have Buddy Rogers resurface the diving boards and stands. Bob Sisson seconded; Motion carried 5-0.

Building at 323 Maple: Following discussion, Don Schultz moved for Jim Koger and Michael Coffman to secure legal access to the property for the purpose of getting an engineering report giving us the least cost option to make the building safe- whether that is to tear down or to repair. Bob Sisson seconded; Motion carried 5-0. Michael to work with Jim and Vic on a list of names of structural engineers.

At 8:12PM, the Mayor called for a 5 minute break.

The Meeting resumed at 8:18PM.

At 8:20 PM Don Schultz moved to go in to executive session for 20 minutes to discuss non-elected personnel. Larry Coursen seconded; Motion carried 5-0.

At 8:40 PM, the Council returned from Executive Session. No Action was taken as a result of the Executive Session.

Tadd Goodyear moved to hire someone to help Steve Simmons. Larry Coursen seconded; after discussion of the job duties, the motion passed 3-2 with Don Schultz and Dorothy Chikly opposed.

Following discussion of the hours and how long the interim period would be, Larry Coursen moved to hire Charles Glenn. Tadd Goodyear seconded; Motion carried 3-2.

Larry Coursen then moved that the salary would be \$13.75 per hour, not exceeding 32 hours worked per week. Bob Sisson seconded; Motion carried 3-2. Jim Koger was instructed to write Charles Glenn to let him know.

At 9:05PM, Don Schultz asked for an executive session for 10 minutes to discuss non-elected personnel. Larry Coursen seconded; Motion carried 5-0.

At 9:15PM, the Council returned from executive session. No action was taken during the executive session.

Tadd Goodyear withdrew his previous motion; Dorothy Chikly seconded. Motion to withdraw was approved 5-0.

Don Schultz moved to hire a part-time worker (20 hrs/wk) for a couple of months at the rate of \$9.79/hr. Dorothy Chikly seconded; Motion carried 5-0.
Jim Koger is to contact all those who previously applied with a deadline of close of business on September 26th.

WATER/SEWER REPORT: Vic Robbins discussed the KIAC meeting and indicated that Donna Crawford was preparing the grant application for the October 1st deadline. The loan amendment will need to be worked on. Vic also indicated that Jim Koger needed to follow-up as soon as possible with Scott Tucker the re-seeding from Phase I. Vic will work on the pavement settling on 4th St- it's warranty work, and if Joshua is out of business, this may require help from Michael Coffman. After discussion about the rates necessary to support Phase II, Bob Sisson moved to approve Ordinance 313 effective January 1, 2009. Dorothy Chikly seconded; Motion carried 5-0.

NEW BUSINESS:

- a. Patchen bid for Well #4. The Council would like to have more bids.
- b. Children's Fishing Pond: After discussion it was decided that Don Schultz would talk to PRIDE about the core trench, the water level in regard to the sidewalk, and the easement necessary for the new plan. Jim Koger is to let Leonard Jirak know that we need to have sufficient answers before the bid notice is sent out.

c. Booster Ad: Bob Sisson moved to do the Booster Ad. Tadd Goodyear seconded; motion carried 5-0.

d. Building Permit Request: After discussion, Tadd Goodyear moved to deny the building permit request. Dorothy Chikly seconded; the motion carried 4-0 with Larry Coursen abstaining. The Clerk was asked to instruct the applicant to request a Variance from the Planning and Zoning Commission if the applicant so desires. Larry Coursen moved to name Jim Koger the Building Inspector. Tadd Goodyear seconded; Motion carried 5-0.

e. Increase on Budget: Dorothy Chikly moved to pass Ordinance #314. Larry Coursen seconded; Motion carried 5-0.

f&g. Moving Aqua Mag and repairs to well house 1&2: More information needed. No action taken.

h. Contracted Operator: After discussion, Dorothy Chikly moved to name Steve Simmons Operator-In-Training for water and sewer. Bob Sisson seconded; Motion carried 5-0. Jim Koger is to let KDHE and Steve Gibbs know.

i. LKM class review: Don Schultz discussed his recent LKM class with the Council.

J. PRIDE Resolution renewal: Bob Sisson moved to pass the resolution. The motion was seconded and passed 5-0.

k. Overbrook City Lake Sign for US56: The Council wants KDOT to purchase, locate and install the sign.

UNFINISHED BUSINESS:

a. Housing Authority: No suggestions for filling empty seat. Follow-up next meeting.

b. Drainage update After discussion that the money would have to come from the General fund, Don Schultz moved to accept the bid from G&G to do the drainage work on Devon Street. Dorothy Chikly seconded; Motion carried 5-0.

c. Lake Road entrance- Jim Koger gave requested application paperwork to Tadd Goodyear. There was discussion about moving the speed limit to the city limits on the east side of town. No action was taken.

d. Update on Osage County Multi-Hazard Mitigation Plan- Jim will work on NIMS paperwork with Jack.

e. Update on items to be on November ballot: answer needed from Rhonda Beets regarding whether HAVA rules apply to an advisory election.

f. KDOT Grant for Safe Path to School: The application deadline has passed for 2008. Dorothy Chikly moved that we pursue the fullest reimbursement amount for Overbrook in 2009. Don Schultz seconded; Motion passed 5-0. 2009 is the last year for the grant.

g. Tree Trim Bids: After discussion, Dorothy moved to accept the bid from Reser Tree Service at \$80/blk on specific blocks as determined by the City. Tadd Goodyear seconded; Motion carried 5-0. Steve Simmons is to work on preparing list.

h. Charter Ordinance 12 and Ordinance 315: Dorothy Chikly moved that we approve both Ordinance 315 and Charter Ordinance 12. Don Schultz seconded. Motion carried 5-0. Jim Koger to send Ordinances for publication.

i. Oktoberfest CMB: consensus was for Mayor to sign when completed paperwork received.

CITY OFFICER REPORTS:

LAW: Officer Harmison gave his report. Officer Harrison is in the hospital. The Council wants to send flowers to his home. Officer Harmison will take care of ordering the flowers.

MAINTENANCE: Steve Simmons gave his report. Steve discussed preparing the tree trim list, as well as the hole in front of the barbershop. Tadd will follow-up with Steve on the condition of the sickle bar.

TREASURER: Patty Hylton gave the Treasurers report. Following discussion, Tadd Goodyear moved to pay warrants as presented. Bob Sisson seconded; Motion carried 4-0. Special Highway funds were discussed. The Special Highway funds can not be used for maintenance.

CLERK: Jim Koger gave the Clerk report. Tadd Goodyear moved for Don Schultz to be our League Voter. Bob Sisson seconded; Motion carried 5-0. Jim is to order pens (\$50 limit) for the upcoming local event at Grace Community Church. Jack acknowledged and read a letter from the teen court.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, Dorothy Chikly, Larry Coursen: None.

Don Schultz reminded everyone that on Wednesday, September 24th, Brookside will be hosting a Small Business Seminar. The next Overbrook Business Meeting would be on October 15th at the Brookside Community Room. On October 22nd, LKM will have a town hall meeting.

Dorothy Chikly and Larry Coursen had no comment.

MAYOR'S REPORT:

The Mayor acknowledged that there were some incorrect statements regarding the Mayor's job in the City Manager data sheet in the Council packets.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: None.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Bob Sisson, the meeting adjourned at 11:15 PM.

Respectfully submitted,

Jim Koger, City Clerk

Approved:

October 8, 2008

CITY OF OVERBROOK

MINUTES REGULAR COUNCIL MEETING October 8, 2008 Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear, and Mayor Jack Young.

OTHERS PRESENT: Ed Harmison, Patty Hylton, Jim Koger, Steve Simmons, Bruce Smith, Jon Brady, Eula Lee Fuller, Bev Hix, and DeAun Michael. Vic Robbins arrived at 7:09PM. Michael Coffman arrived at 7:32PM.

The meeting was called to order by Mayor Jack Young at 7:00 PM after which roll call determined the presence of a quorum.

MINUTES: Larry Coursen moved to approve the Minutes from the September 10, 2008 Regular Council Meeting. Dorothy Chikly seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

There was discussion about the bid opening for the Children's Fishing Pond. Some of the Council would like a ruling from Michael Coffman in regards to the bid award process.

SEWER UPDATE: We will wait until Michael arrives to work on the sewer update.

NEW BUSINESS:

Don Schultz moved to approve Ordinance 316 naming Jim Koger as Building Inspector. Dorothy Chikly seconded; Motion carried 5-0.

Chlorine Backup device: Larry Coursen moved to purchase the backup chlorine device from Douglas County RWD#3 for \$800.00. Bob Sisson seconded; Motion carried 5-0.

Street Repair: After discussion, Don Schultz will find out if Special Highway funds can be used for Street Maintenance.

City Shop/Storage: Discussion included talk about the propane tank location and where we can store equipment and materials. As we move forward, we will need to revisit this topic. Bob Sisson suggested that we check in to heating the Maintenance Building with Natural Gas. Larry Coursen moved to have it converted to Natural Gas. Don Schultz seconded; Motion carried 5-0. Bob Sisson will check with Walt Martin about converting the furnace. Jim Koger will contact KS Gas.

A shop cleanup was scheduled for 9:30AM on October 18th.

School Crossing Light at Wright Building: Dorothy Chikly moved to buy a new controller. Larry Coursen seconded; Motion carried 5-0. Jim Koger to contact K&K Electric to have this done.

Termite Inspection Renewal: The contract with Schendel expires November 9th. After discussion, the Council asked the clerk to bring data about what buildings are covered and services provided along with additional bids to the next meeting. Clerk is also to let Schendel know that our meeting is not until the 12th.

After Prom Request: Larry Coursen moved to give the same amount as last year. Tadd Goodyear seconded; Motion carried 5-0.

Michael Coffman arrived at 7:32PM.

UNFINISHED BUSINESS:

Ballot question Second FT Police Officer update/discussion: We discussed why the outcome was not binding and the potential cost of an Advisory Election. Don Schultz moved to conduct a Special Election at the earliest convenience. Larry Coursen seconded; Motion carried 4-1.

Officer Harmison left, as he was due back in Wichita for further training.

We will go back to Unfinished Business after the sewer update.

SEWER UPDATE: Vic Robbins indicated that as far as we know the Grant for Phase II had been submitted as required. The Loan Amendment application is done- we should hear the results soon. Vic, Patty and Jim worked on the financial capability to repay debt worksheet for Rod Geisler at KDHE. The new contract with King Engineering for Phase II has been signed by the Mayor. We should hear around January 1st on the Grant Application. Since engineering work would need to be started before we hear back on the grant, the consensus of the Council was for Vic to first work on the plans for the lagoon. Our tentative schedule is for plans to be ready by April. Jack Young asked Michael Coffman if he can, in the meantime, sign and be the City Representative for the sewer project if he does not run in April. Michael indicated that he can't expand on what's being spent. Vic then discussed the reseeding for Phase I- Tadd Goodyear is to discuss the list with Scott Tucker, the settlement on 4th Street, and the easements for Phase II. Bob Sisson moved to approve Ordinance 317, AN ORDINANCE PERMITTING THE RIGHT OF EMINENT DOMAIN FOR THE PURPOSE OF MAINTENANCE OF SEWERS. Tadd Goodyear seconded; Motion carried 5-0.

The Mayor now asked Michael Coffman to address the earlier question regarding the bid process for the Children's Fishing Pond. After discussion, no action was taken.

Back to UNFINISHED BUSINESS:

PT temporary Maintenance Position: After discussion, Don Schultz withdrew his 9/10/08 motion to hire a temporary maintenance worker.

A 10 minute break was called at 8:33PM.

Back from break at 8:42PM.

Pool repair: Bruce McKee's crew has been working. The skimmers are almost done.

Housing Authority: It is not our understanding that the By-Laws require a board member to live in town. No action taken.

Repairs at Well #4: It was decided to get the pole set and then get more bids.

Children's Fishing Pond Update: Jon Brady updated the Council on the Children's Fishing Pond. Jon also spoke about the recycled tire material for the playground, and the restroom that will be next to the tennis court. Water for the restroom will come from the south. They will tie in to the sewer in the easement near Mac Barnett and Patrick Graham properties. Consensus was okay but the sewer connection has to be inspected before it is covered.

Overbrook City Lake Sign for US56: Jim Koger updated the Council in regards to the sign. KDOT will be installing soon.

Building at 323 Maple: The Structural Engineer should have the results soon. Jim Koger is to let the Council and Dave Peimann know as soon as the results are received.

CITY OFFICER REPORTS:

LAW: The Law Report is in your packet. Officer Harmison is on his way back to Wichita.

MAINTENANCE: Steve Simmons gave his report. He will discuss the results of the Shop clean-up at our next meeting. Steve had some questions about Animal Control issues. Jim Koger will pull the Animal Control Ordinances for our next meeting. Steve is to talk to Ed Harmison about the tranquilizer. Tadd Goodyear is to help Steve locate a new Animal Control Pole. Bob Sisson will contact the Overbrook Veterinarian about storing strays there.

TREASURER: Following discussion, Larry Coursen moved to pay warrants as presented. Tadd Goodyear seconded; Motion carried 5-0. Patty Hylton gave the Treasurer Report. Dorothy Chikly moved to transfer \$2,500 from the General Fund to the Library. Larry Coursen seconded; Motion carried 5-0.

CLERK: Jim Koger gave the Clerk report. Following discussion regarding a reconnect charge for water service, Larry Coursen moved to set the fee at \$150.00. Bob Sisson seconded; Motion carried 3-2. Jim Koger voiced his concern and subsequently Larry Coursen withdrew the previous approved motion. Bob Sisson seconded; the withdrawal was approved 5-0. Additional discussion led to the setting of a Special Meeting to review our delinquent utility bill ordinance. The Special Meeting is to be held at 6PM on October 21st.

Larry Coursen left the meeting.

The discussion then turned to the Maintenance Assistant position. Bob Sisson moved to hire a 20 hr/wk pt-time Maintenance Assistant at \$7.72/hr. Steve Simmons and Jim Koger are to decide who to hire. Tadd Goodyear seconded; Motion carried 4-0.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, Don Schultz: None.

Dorothy Chikly thanked DeAun Michael from the Herald-Chronicle for attending.

MAYOR'S REPORT:

The Mayor seconded the thank you to DeAun Michael and also let the Council know that we had received a Thank You from the Renaissance Committee at SFT High School. The Mayor also acknowledged the recent news that Osage County RWD#5 rates will be increasing. At this point it was noted that we failed to discuss ordering 2009 calendars during the Clerk report. Bob Sisson moved to purchase 250 calendars. Dorothy Chikly seconded; Motion carried 4-0.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: Traffic control on the new 5th St. addition was discussed.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Don Schultz, the meeting adjourned at 10:40 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
November 12, 2008

CITY OF OVERBROOK

MINUTES

REGULAR COUNCIL MEETING

November 12, 2008

Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear, and Mayor Jack Young.

OTHERS PRESENT: Patty Hylton, Jim Koger, Steve Simmons, Scott Warren, Dan Reser, Bev Hix, Brian Kuermaier, and Vickie Peek. Michael Coffman arrived at 7:32PM. Jon Brady arrived at 7:20PM.

The meeting was called to order by Mayor Jack Young at 7:03 PM after which roll call determined the presence of a quorum.

MINUTES: Larry Coursen moved to approve the Minutes from the October 8, 2008 Regular Council Meeting. Dorothy Chikly seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

SEWER UPDATE: Vic Robbins was unable to attend the meeting. We discussed the settlement on 4th Street as well as the progress of the Phase I re-seeding.

Dorothy Chikly moved to approve Ordinance 318. Larry Coursen seconded; Motion carried 5-0. We are waiting on proof of publication before we can begin the Condemnation Proceedings on the easements for Phase II.

Engineering Report 323 Maple: There was discussion about the cost of the three alternatives (1. repair the building, 2. partial demolition and repair, 3. demolish the entire building) listed in the engineering report on 323 Maple. Larry Coursen moved to get bids for all three options. Bob Sisson seconded; Motion failed 2-3. Dorothy Chikly moved for the Clerk to contact the Structural Engineer for his opinion on what would be the least expensive of the three options and to solicit bids based off of that alternative. Tadd Goodyear seconded; Motion carried 5-0. Jim Koger is to see if there is an existing party wall agreement regarding the common wall.

Jones Park Update: Jon Brady updated the Council on recent activities at the Children's Fishing Pond and at Jones Park. As the Children's Fishing Pond gets closer to being completed, the final easement

Recreation Commission Discussion: Following discussion about what the next step will be, it was decided that Don Schultz would find out if board members in a proposed 3 mile radius would be subject to our zoning regulations. Jim Koger is to locate the Park and Recreation Statute and we will address again at our next meeting.

At 8:05PM, Mayor Jack Young called for a 10 minute break.

At 8:15PM the meeting was called back to order by Mayor Jack Young.

NEW BUSINESS:

Planning and Zoning: Tadd Goodyear moved to accept the Planning and Zoning recommendation to approve Nolan McIver's request for Zoning Change from M-1 to R-2 for the block east of Ash Street and north of Santa Fe Street. Bob Sisson seconded; Motion carried 5-0. There was discussion about the open seats on the Planning and Zoning Commission. Mayor Young asked the Council to bring possible names to our next meeting. Mayor Young asked Jon Brady to discuss the boundary to Jones Park from the west with Nolan McIver. There was additional discussion about our 5 yr Comprehensive Plan and what was still needed to complete our Master Zoning Ordinance.

Parking in alley near 5th and Cedar: Consensus was that parking was being done on private property. Jim Koger is to discuss this with Mr. Birrell.

Additional Pt. Maintenance Employee: Following discussion, Bob Sisson moved to allow Curtis Musick to work up to 32 hours/week. Don Schultz seconded; Motion approved 5-0. Tadd Goodyear moved to open the tree dump at the sewer pond for 2 hours on Friday afternoon. Bob Sisson seconded; Motion Carried 5-0. There is work to be done to get the tree dump ready. The opening date will be determined soon.

New NFIP Map: The Council reviewed the new NFIP map. No changes appeared necessary.

Replacement Aerator: Don Schultz moved to purchase the replacement aerator for the City Lake for the price of \$720 plus S&H (as quoted from Aquatic Eco Systems). Dorothy Chikly seconded; Motion carried 5-0.

Forms for Activity Reports: There was discussion about the type of Activity Forms the Council would like to see from the different departments.

UNFINISHED BUSINESS:

Ballot question Second FT Police Officer update/discussion: The Special Advisory Election for this issue will be held December 16, 2008 at the Overbrook Public Library. Polls will be open from 7AM to 7PM.

Housing Authority: Tadd Goodyear moved to name Jim Koger to the Housing Authority Board. Dorothy Chikly seconded; Motion carried 5-0.

KS Gas Service/Shop: Mayor Young will sign the contract to get the service installed.

Repairs at Well #4: Following discussion, Dorothy Chikly moved to accept the bid from Russell Smith Electric. Bob Sisson seconded; Motion carried 5-0.

Utility Bill Ordinance Update: We will hold a special working meeting December 3rd at 9AM to work on updating our Utility Bill Ordinances. The meeting will be at City Hall.

Lake Road Entrance: Tadd Goodyear will continue to work on this issue and will update us next meeting.

Additional follow-up was discussed in regards to past unfinished business items. Mayor Young and Jim Koger are to follow-up on previous sewer related items from work at 206 W. Market. Jim is to check with Crossroads regarding the status of our project.

CITY OFFICER REPORTS:

LAW: The Law Report is in your packet. Officer Harmison was absent.

MAINTENANCE: Steve Simmons gave his report.

TREASURER: Following discussion, Larry Coursen moved to pay warrants. We will wait to pay Douglas County RWD#3 for the backup chlorine unit until after it is installed and we make sure it is working correctly. Tadd Goodyear seconded; Motion carried 5-0. Patty Hylton gave the Treasurer Report. Patty Hylton and Bob Sisson will check the budget by department for discussion at our next regular Council Meeting.

CLERK: Jim Koger gave the Clerk report. Bob Sisson is to check with the Overbrook Veterinarian about using their services for strays. We will work on the Animal Control Ordinances next meeting.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, Don Schultz, Larry Coursen: None.

Dorothy Chikly indicated that we could check purplewave.com for auctions on equipment and a lot of other items. Most items have a disclosure report.

MAYOR'S REPORT:

The Mayor acknowledged a Thank You card from Dorothy Chikly.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: Jon Brady discussed his thoughts on the cost of the advisory election.

EXECUTIVE SESSION:

At 9:58 PM Larry Coursen made a motion, seconded by Dorothy Chikly, to go in to Executive Session for 5 minutes to discuss client/attorney privileged matters with the city attorney present.

The Mayor called the meeting back to order at 10:05 PM. No action was taken.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Larry Coursen, the meeting was adjourned at 10:06 PM.

Respectfully submitted,

Jim Koger, City Clerk

Approved:

December 10, 2008

CITY OF OVERBROOK

MINUTES SPECIAL COUNCIL MEETING 9AM December 3, 2008 Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, and Mayor Jack Young. Tadd Goodyear arrived at 9:03AM

OTHERS PRESENT: Jim Koger

The meeting was called to order by Mayor Jack Young at 9:02 AM after which roll call determined the presence of a quorum. The Mayor then stated that the purpose of the meeting was to discuss updating our Utility Billing Ordinances.

After discussion, it was decided that Jim Koger will utilize the League template to update our Billing Ordinances and consolidate in to one Master Ordinance. Jim is to work on this and present to the Council in the near future for approval.

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Bob Sisson and Tadd Goodyear, the meeting was adjourned at 10:07 AM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
January 14, 2009

CITY OF OVERBROOK

MINUTES REGULAR COUNCIL MEETING December 10, 2008 Overbrook City Hall

MEMBERS PRESENT: Don Schultz, Dorothy Chikly, Bob Sisson, Larry Coursen, Tadd Goodyear, and Mayor Jack Young.

OTHERS PRESENT: Patty Hylton, Jim Koger, Steve Simmons, Curtis Musick, Pat Martin, Jon Brady, Eula Lee Fuller, Bev Hix, Dennis Graves, and Mike Graham. Jason Supple, Vic Robbins, Michael Coffman, and Dave Penrod arrived shortly after the meeting began.

The meeting was called to order by Mayor Jack Young at 7:00 PM after which roll call determined the presence of a quorum.

MINUTES: Larry Coursen moved to approve the Minutes from the November 12, 2008 Regular Council Meeting. Tadd Goodyear seconded; Motion approved 5-0.

WARRANTS: Warrants will be discussed during the Treasurer report.

323 MAPLE: Following discussion, we will solicit bid from McPherson Construction. Jim is to follow-up with David Peimann and report next meeting.

MEADOWBROOK II SIDEWALKS TO JONES PARK: Discussed the sidewalk easement/utility easement issue

SEWER LOCATION 701 W. 2nd Mike Graham: Following discussion, the Council recommended that Mike contact David Peimann to see if there is an easement. We will discuss the issue further once that has been determined.

SEWER UPDATE: Vic Robbins Trench Settlement Re-seeding Phase 2 design work continues on lagoons. The Grant decision should be received in January. Our effluent for October had a slight exceedence for BOD & SS primarily because of high algae. This is not unusual for September or October. We need to continue to regularly check the influent structure so it doesn't plug with floating debris. Shop towels continue to be a problem. There was discussion about clean water getting in to the sewer from foundation drains. Jim Koger is to call Ed Hickman about repairs for the East Lift Station. The Council instructed Jim Koger to include a note about the heavy paper towels with the next Utility Bill.

PRIDE RECYCLING UPDATE: Progress being made, PRIDE will continue working on the project.

NEW BUSINESS:

Jason Supple Building Permit: Per recommendation from the Planning and Zoning Commission, Dorothy Chikly moved to approve Jason Supple's Building Permit request. Tadd Goodyear seconded; Motion carried 5-0.

2009 Liquor/Cereal Malt Beverage/Game Machine/etc License renewal: Bob Sisson moved to approve the licenses for Casey's, Conrad's, O'Bryhim's and The Patch. Dorothy Chikly seconded; Motion carried 5-0.

Planning and Zoning: Tadd Goodyear moved to accept the Planning and Zoning recommendation to approve Nolan McIver's request for Zoning Change from M-1 to R-2 for the block east of Ash Street and north of Santa Fe Street. Bob Sisson seconded; Motion carried 5-0. There was discussion about

the open seats on the Planning and Zoning Commission. Mayor Young asked the Council to bring possible names to our next meeting. Mayor Young asked Jon Brady to discuss the boundary to Jones Park from the west with Nolan McIver. There was additional discussion about our 5 yr Comprehensive Plan and what was still needed to complete our Master Zoning Ordinance.

Parking in alley near 5th and Cedar: Consensus was that parking was being done on private property. Jim Koger is to discuss this with Mr. Birrell.

Additional Pt. Maintenance Employee: Following discussion, Bob Sisson moved to allow Curtis Musick to work up to 32 hours/week. Don Schultz seconded; Motion approved 5-0. Tadd Goodyear moved to open the tree dump at the sewer pond for 2 hours on Friday afternoon. Bob Sisson seconded; Motion Carried 5-0. There is work to be done to get the tree dump ready. The opening date will be determined soon.

New NFIP Map: The Council reviewed the new NFIP map. No changes appeared necessary.

Replacement Aerator: Don Schultz moved to purchase the replacement aerator for the City Lake for the price of \$720 plus S&H (as quoted from Aquatic Eco Systems). Dorthy Chikly seconded; Motion carried 5-0.

Forms for Activity Reports: There was discussion about the type of Activity Forms the Council would like to see from the different departments.

UNFINISHED BUSINESS:

Ballot question Second FT Police Officer update/discussion: The Special Advisory Election for this issue will be held December 16, 2008 at the Overbrook Public Library. Polls will be open from 7AM to 7PM.

Housing Authority: Tadd Goodyear moved to name Jim Koger to the Housing Authority Board. Dorthy Chikly seconded; Motion carried 5-0.

KS Gas Service/Shop: Mayor Young will sign the contract to get the service installed.

Repairs at Well #4: Following discussion, Dorthy Chikly moved to accept the bid from Russell Smith Electric. Bob Sisson seconded; Motion carried 5-0.

Utility Bill Ordinance Update: We will hold a special working meeting December 3rd at 9AM to work on updating our Utility Bill Ordinances. The meeting will be at City Hall.

Lake Road Entrance: Tadd Goodyear will continue to work on this issue and will update us next meeting.

Additional follow-up was discussed in regards to past unfinished business items. Mayor Young and Jim Koger are to follow-up on previous sewer related items from work at 206 W. Market. Jim is to check with Crossroads regarding the status of our project.

CITY OFFICER REPORTS:

LAW: The Law Report is in your packet. Officer Harmison was absent.

MAINTENANCE: Steve Simmons gave his report.

TREASURER: Following discussion, Tadd Goodyear moved to pay warrants. Dorothy Chikly seconded; Motion carried 5-0. Patty Hylton gave the Treasurer Report. Bob Sisson moved to give the same bonus as last year, \$50 for FT employees, \$25 for PT employees. Tadd Goodyear seconded; Motion carried 5-0. Don Schultz moved to pay the KPERS/KPF differential as we have in the past. Bob Sisson seconded; Motion carried 5-0. Jim Koger, Steve Simmons, and Ed Harmison are to get vacation info to Patty for the Dec 23rd Payroll. Discussion included

CLERK: Jim Koger gave the Clerk report. Jim is to follow-up on the well payments with Tadd. City Hall will be closed December 26th.

COMMENTS FROM PUBLIC NOT ON THE AGENDA: Jon Brady indicated that the bill for gravelling 5th Street should be forwarded to Overbrook PRIDE.

COUNCIL MEMBER COMMENTS:

Tadd Goodyear, Bob Sisson, Don Schultz: None.

Dorothy Chikly asked Jim Koger to thank Beverly Hix for the brownies.

Larry Coursen asked if the credit cards have been closed for the employees who no longer are employed by the City. Jim Koger verified that they have been closed.

MAYOR'S REPORT:

none

ADJOURNMENT:

There being no further business to come before the Council, on a motion duly made and seconded by Dorothy Chikly and Larry Coursen, the meeting was adjourned at 10:23 PM.

Respectfully submitted,

Jim Koger, City Clerk
Approved:
January 14, 2009