

**MINUTES
COUNCIL MEETING
CITY OF OVERBROOK, OVERBROOK CITY HALL
401 MAPLE STREET
April 11, 2018**

<p>CALL TO ORDER, ROLL CALL, PROCLAMATION (A)</p>	<p>Mayor Jon Brady called the April 11, 2018 Council Meeting to order at 7:00 p.m. in Overbrook City Hall, 401 Maple, Overbrook, Kansas. Mayor Jon Brady – present Council Members: Carol Baughman - present Joanne Allen - present Tammy Metzger- present David Penrod - present Cheryl Miller - present Others present: Jim Koger Terry Hollingsworth Dan Gamblin Cathy Sowers</p> <p>Proclamation: Celebrating 50 years of Fair Housing: The Mayor proclaims April as Fair Housing Month in the hope that this observance will promote fair housing practices throughout the City of Overbrook.</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: agenda reviewed</p> <p>Motion: Move to approve the agenda as written Moved: Carol Baughman, Tammy Metzger Motion carried (5-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1. Minutes- 3/14/18 Regular Council Meeting Minutes 3/23/18 Work Session Notes</p> <p>C.2. Warrants C.3. Request to Shred City Documents C.4. Planning Commission Report P&Z minutes- none C.5. Zoning Administrator Report C.6. Housing Authority Board Report C.7. Water Distribution System Report C.8. Council Work Order List C.9. Library Board Report C.10. Law Department/Animal Control Report C.11. Code Compliance Report C.12. Maintenance Department Report C.13. City Clerk Report C.14. OPR Director Report C.15 Approve renting of two portable toilets City-Wide Garage Sale weekend</p>

	<p>Discussion: The following items were deleted from the Consent Agenda: 3/23/18 Work Session Notes, Zoning Administrator Report, and the Housing Authority Board Report.</p> <p>Motion: Move to approve the Consent Agenda as amended Moved: Carol Baughman, Joanne Allen Motion Carried (5-0)</p>
SPECIAL REPORTS: (D)	No special reports
PUBLIC COMMENTS (E)	Parks and Rec Report presented by Bob Klingler
UTILITY BILLING ACCOUNT HEARINGS (F)	<p>Discussion: Utility Billing Hearings Report -</p> <p>Past Due Payment Plans presented: Account #362000 Account #621000 Account #270500</p> <p>Motion: Move to approve the payment plans as written Moved: Tammy Metzger, Joanne Allen Motion carried (5-0)</p>
COUNCIL ACTION/DISCUSSION ITEMS: TREASURER (G.1)	<p>Discussion: Treasurer Report</p> <p>Motion: Move to approve the Treasurer Report as written Moved: Carol Baughman, David Penrod Motion Carried: (5-0)</p>
COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE: PROPOSED ASPHALT WORK LOCATIONS (G.2.A)	Discussion: potholes, asphalt work, obtain bid(s) for asphalt work, drainage at The Hair Shoppe;
COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE: WELL DISCUSSION/UPDATE ON SEARCH GRANT (G.2.B)	Discussion: working on updates, Kramer testing, well production declining, assessment from well experts, well meters, chlorine building roof, painting, brush piles, storm drainage;

<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE: REQUEST FOR 10 MINUTE EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS OF NON-ELECTED PERSONNEL (G.2.C)</p>	<p>Motion: I move that the city council recess into executive session to discuss an individual employee’s performance. The justification of such motion is for the non-elected personnel matter exception, K.S.A 75-4219(b)(1). The open meeting will resume in the council room at 8:28 pm</p> <p>Moved: Carol Baughman, Tammy Metzger Motion Carried: (5-0)</p> <p>City Council resumed to an open meeting at 8:28 pm. During executive session no decisions were made and no action was taken.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE: REVIEW FOR APPROVAL BID FOR LIBRARY LIGHT REPAIRS (G.2.D)</p>	<p>Discussion: original wiring problems and covers, estimate from Gann Electric;</p> <p>Motion: Accept the bid and fix the lights Moved: David Penrod, Tammy Metzger Motion Carried (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION: DEPARTMENTAL STRUCTURE CONVERSATION INCLUDING 2ND FULL TIME POLICE OFFICER AND PUBLIC WORKS SUPERVISOR (G.3.A)</p>	<p>Discussion: Departmental Structure Draft Plan presented by the committee, 5 year goal, salary comparisons, Department Heads input, job descriptions for Clerk/Administration and Assistant City Clerk, begin transition, Discuss further in May</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION: REQUEST FOR 20 DAILY</p>	<p>Discussion: Last year gave 20 passes at a value of \$2 each.</p> <p>Motion: Approve donation of pool passes Moved: Carol Baughman, Joanne Allen</p>

<p>SWIMMING POOL PASSES TO BE GIVEN AS PRIZES AT OVERBROOK PUBLIC LIBRARY (G.3.B)</p>	<p>Motion Carried (4-1) (Nay- David Penrod)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION: REVIEW UTILILITY BILLING SOFTWARE LEASE RENEWAL FOR APPROVAL (G.3.C)</p>	<p>Discussion: Utility Software Lease Renewal Motion: Approve the renewal of the Utility Software Lease Moved: Joanne Allen, David Penrod Motion Carried (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ZONING (G.4)</p>	<p>No action items presented</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: PARK AND REC (G.5)</p>	<p>Discussion: crappie creel and size limits Motion: I move to pass the draft resolution #2018-02 Moved: Tammy Metzger, Carol Baughman Motion Carried (5-0)</p>
<p>UNFINISHED BUSINESS: CODIFICATION UPDATE (H.1)</p>	<p>No action items presented</p>
<p>UNFINISHED BUSINESS: SURVEYING DISCUSSION (H.2)</p>	<p>Discussion: 1st Street</p>
<p>UNFINISHED BUSINESS: OLD GYM DISCUSSION (H.3)</p>	<p>Discussion: window boards were cut, cleaning for plant sale</p>
<p>UNFINISHED BUSINESS: BOARD MEMBER APPOINTMENTS: OHA, OPR (H.4)</p>	<p>Discussion: John Fairchild- OHA, Perry Boyd- Parks and Rec, Summer Taylor – Library Board Motion: Accept appointment of John Fairchild as an OHA board member and Perry Boyd as an OPR board member Moved: Tammy Metzger, David Penrod Motion Carried (5-0)</p>

	<p>Motion: Move to approve the appointment of Summer Taylor as a Library board member if she accepts the position . Moved: Joanne Allen, David Penrod Motion Carried (5-0)</p>
<p>UNFINISHED BUSINESS: BCBS RENEWAL (H.5)</p>	<p>Discussion: May 1, 2018 renewal date, health insurance options, health savings plan, Motion: Move to accept Blue Cross Blue Shield’s Simple Silver SG Choice High Deductible Health Plan Moved: David Penrod, Joanne Allen Motion Carried (5-0)</p>
<p>OTHER UNFINISHED BUSINESS (H.5)</p>	<p>None</p>
<p>NEW BUSINESS: CULVERT DISCUSSION: CLEAN, WE REQUIRE VS THEY REQUEST (I.1)</p>	<p>Discussion: present policy, cleaning, city/owner responsibility, culvert program</p>
<p>NEW BUSINESS: SFTAC PTO CARNIVAL REQUEST A 2018 FAMILY POOL PASS DONATION TO OVERBROOK COMMUNITY EVENT (I.2)</p>	<p>Discussion: Pool Pass donations Motion: move to donate a Family Pool Pass to SFTAC PTO Carnival Moved: David Penrod, Joanne Allen Motion Carried (4-1) (Nay-David Penrod)</p>
<p>NEW BUSINESS: OTHER NEW BUSINESS (I.3)</p>	<p>Discussion: none</p>
<p>COUNCIL MEMBER COMMENTS: (J)</p>	<p>David: may need to move Unfinished Business up in the agenda, may be able to attend by phone next month Joanne: may be able to attend by phone next month</p>
<p>MAYOR’S COMMENTS: (K)</p>	<p>Thank you to everybody for their work. Big decisions concerning water, personnel, and budget coming up. Work Session will be on April 23 at 3:00 pm. Restructuring Committee meeting TBA</p>
<p>ADJOURNMENT:</p>	<p>Mayor Jon Brady called for a motion to adjourn.</p>

(L)	Motion: Move to adjourn at 9:51 pm Moved: David Penrod, Joanne Allen Motion carried (5-0)
Respectfully submitted, LaVerna Gray: Overbrook Assistant City Clerk APPROVED 5/9/2018	