

Minutes  
Overbrook City Council  
Overbrook, KS  
April 8, 2020

<p>CALL TO ORDER: (A)</p>	<p>Mayor Jon Brady called the Overbrook City Council to order at 7:03 pm. As a precautionary measure to protect individuals from Covid-19 this council meeting is a video conference open to the public.</p> <p>Mayor: John Brady - present City Clerk: Jim Koger – present</p> <p>Council Members: Carol Baughman – present Cheryl Miller – present John Fairchild – present Phoenix Anshutz – present Caitlin Curtis – present</p> <p>Others Present: LaVerna Gray Cathy Sowers Terry Hollingsworth Aaron Traphagan</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: Agenda Content</p> <p>Motion: I move to approve the agenda as written Moved: Carol Baughman, John Fairchild Motion Carried: (5-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1 Minutes 03/12/20 Regular Council Mtg minutes/ a March Work Session was not held. C.2 Warrants C.3 Request to shred city documents C.4 Planning Commission Report P&amp;Z Minutes 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</p>

	<p>Discussion: Consent Agenda contents                  Motion: I move to approve the Consent Agenda as written                  Moved: Cheryl Miller, Carol Baughman                  Motion Carried: (5-0)</p>
<p>SPECIAL REPORTS:                  VIDEO CONFERENCE:                  SARAH HINES of RURAL                  DEVELOPMENT                  (D)</p>	<p>Discussion: “Letter of Conditions” read aloud and conditions explained, “Letter of Conditions” approves the loan and obligation, questions were addressed</p> <p>Discussion: RD form 194246 Letter of Intent to Meet Conditions                  Motion: I move to approve the signing of RD form 194246 by Mayor Jon Brady                  Moved: Carol Baughman, Cheryl Miller                  Motion Carried: (5-0)</p> <p>Discussion: Form RD1940-1 Request for Obligation of Funds                  Motion: I move to approve the signing of RD form1940-1 by Mayor Jon Brady                  Moved: Carol Baughman, Cheryl Miller                  Motion Carried: (5-0)</p> <p>Discussion:                  Motion: I move to approve the signing of RUS Bulletin form 1780-27 (Loan Resolution) by Mayor Jon Brady                  Moved: Caitlin Curtis, Cheryl Miller                  Motion Carried: (5-0)</p> <p>Discussion: CDBG forms</p> <p>Motion: I move to approve the signing of the CDBG documents by Mayor Jon Brady.                  Moved: Carol Baughman, John Fairchild.                  Motion Carried: (5-0)</p>
<p>PUBLIC COMMENTS                  (E)</p>	<p>None</p>
<p>UTILITY BILLING                  ACCOUNT HEARINGS:                  (F)</p>	<p>Discussion: No utility hearings were presented. 72% increase in non-payments this month, will keep in contact with patrons regarding financial responsibility, will not shut off utilities for the three-month period as ordered by Governor Kelly due to COVID19. Consensus was met to allow Jim Koger to draft and send a letter to patrons with past due accounts.</p>

<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS (G.1)</p>	<p>Discussion: Treasurer’s Report</p> <p>Motion: I move to approve the treasurer’s report Moved: Carol Baughman, John Fairchild Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT (G.2)</p>	<p>no action items</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT (G.3)</p>	<p>no action items</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT (G.4)</p>	<p>Discussion: Water and Waste System Grant Agreement RUS Bulletin 1780-12</p> <p>Motion: I move to approve the signing of RUS Bulletin 1780- 12 by Mayor Jon Brady Moved: Cheryl Miller, John Fairchild Motion Carried: (5-0)</p> <p>Discussion: Health Insurance Renewal, waiting on bids, renewal due before the next scheduled City Council Meeting, process explained to date, will address at a special meeting, all employees must have information submitted by the end of next week.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: PARK &amp; REC (G.5)</p>	<p>no action items</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL (G.6)</p>	<p>Discussion: Mayor Brady stated that if the City is not able to open the pool as scheduled, the City will, never the less, honor employment commitments by assigning pool personnel projects.</p>
<p>UNFINISHED BUSINESS: WATER DISTRIBUTION PROJECT/SEWER UPDATE (H.1)</p>	<p>Discussion: Good progress has been made and thanks was expressed for everyone’s hard work. More hard work ahead.</p>
<p>UNFINISHED BUSINESS: POOL PAINTING PLAN UPDATE (H.2)</p>	<p>Waiting to purchase paint until we see how the COVID 19 pandemic progresses</p>

<p>UNFINISHED BUSINESS: REVISIT BUSINESS SIGN DISCUSSION (H.3)</p>	<p>No update currently</p>
<p>UNFINISHED BUSINESS: OTHER UNFINISHED BUSINESS (H.4)</p>	<p>None</p>
<p>NEW BUSINESS: OTHER NEW BUSINESS (I)</p>	<p>Discussion: City Wide Garage Sale canceled due to COVID 19. The plant sale will happen at Thriftway if plants can be purchased.</p> <p>Discussion: Garrett Fireworks’ application for a fireworks stand.</p> <p>Motion: I move to approve Garrett Fireworks Stand application. Moved: Carol Baughman, Caitlin Curtis Motion Carried: (5-0)</p> <p>Discussion: Review of Fireworks Ordinance to be placed on next month’s agenda. Community Survey;</p> <p>Discussion: April is Fair Housing Month Motion: I move that we proclaim April as Fair Housing Month Moved: Cheryl Miller, Carol Baughman Motion Carried: (5-0)</p> <p>Discussion: Merit pay increase in the maintenance department</p> <p>Motion: I move to go into executive session to discuss non-elective personnel until 9:20 pm.</p> <p>The City Council returned to an open session at 9:20 pm. No decisions were made, and no action was taken during executive session. Invitations were sent out to invite others to rejoin the video conference meeting.</p>

	<p>Discussion: Maintenance merit pay increase</p> <p>Motion: I move to grant authority to the Mayor and City Clerk to increase pay based on merit perceived in the maintenance department up to \$17.00 per hour.  Moved: Cheryl Miller, John Fairchild  Motion Carried: (5-0)</p> <p>Discussion: COVID 19 announcements, guidelines, and enforcement</p>
<p>COUNCIL MEMBER COMMENTS: (J)</p>	<p>Thanks was expressed to those attending the video conference for their cooperation and patience as this video conference was set up.</p>
<p>MAYOR COMMENTS: (K)</p>	<p>Appreciate meeting via Microsoft Teams and Jim's efforts to set the meeting up.</p>
<p>ADJOURNMENT: (L)</p>	<p>Discussion: Mayor Jon Brady requested a motion to adjourn.</p> <p>Motion: I move to adjourn at 9:45 pm  Moved: Carol Baughman, John Fairchild  Motion Carried: (5-0)</p>
<p>MINUTES CORDIALLY SUBMITTED BY  LAVERNA GRAY  APPROVED May 13, 2020</p>	