

**City of Overbrook**  
**Overbrook City Hall**  
**April 9, 2025 6:00pm**

A. Call to order, Roll Call	<p>Mayor Jon Brady called the meeting to order at 6:02</p> <p><b>Mayor Jon Brady</b> - present  <b>Council Members:</b>  Carol Baughman – absent  Cheryl Miller – present  Kyle Maichel – present  Hanna Smith –absent  Matt Craig – present</p> <p>We have a quorum.</p> <p><b>Others present:</b>  Jim Koger City Clerk, Becky Coltrane Assistant City Clerk, Eric Carlson Police Chief, Danny Gamblin Maintenance, Madison Warbritten OPR, JoAnn Allen, Joe Greene, Becky Heines</p>
B. not used this month	
C. Approval Agenda	<p>I move to approve the agenda with appropriate changes. Move up G5 and 6 after G3 and move G1 to after G4, Matt would like to add an item to public safety action items. Jim would like to request Danny stay during one of the executive session. Move treasurers report to after administration.</p> <p>Matt, Cheryl  Passed (3-0)</p>
D. Approval Consent Agenda	<p>I move to approve the consent agenda</p> <p>Kyle, Cheryl  Passed (3-0)</p>
E. Special Reports: Waste Water Project Updates	<p>We got our letter from KDHE, and Loan agreement for \$1,829,800.00  We will need to approve Ordinance #445.</p>

	<p>I move to approve ordinance #445, and for Jon to sign the loan agreement.</p> <p>Jim pointed out that there is a shortfall on paying the drawn down on the loan. So we would need to adjust sewer rates to help with the difference.</p> <p>Kyle, Cheryl Passed (3-0)</p> <p>I move we move the waste management discussion up in the agenda. Cheryl, Matt Passed(3-0)</p>
F. Public Comment	none
G.4. Waste Management	<p>Discussion of solid waste services, and questions that came up at the work session. Review of the answers each company gave.</p> <p>I move we stay with Osage Waste, because they are local and they have provided service to Overbrook for years. Matt, Cheryl Passed (3-0)</p> <p>After the vote the discussion of contract Length.</p> <p>I move we leave the contract at 2 years. Matt, Cheryl Passed (3-0)</p> <p>Review of exclusivity of roll offs. Council wants add an adendum for exclusivity on rolls with Osage Waste, adding “first right of refusal” to the contract. And for contractors with their own company dumpster. We will need to advertise this information in the newsletter and online. Probably should add this to the building permit information.</p> <p>I move we allow the mayor to sign the contract and item 2.2 will be amended in the future. Matt, Cheryl Passed (3-0)</p> <p>Public Comment from JoAnn Allen about how Joe gave her a price for a pick up but then called her after he saw was being picked up and reduced the price.</p>
G. 1a Treasurers Report	

G.2 Public Safety Action Items	<p>AED – Renting AED will need to sign a contract and will need to pay for it by ACH. We can purchase 6 AED's through the Osage County EMS, but we will need to pay for them up front. Each Department will need to pay for them out of their budget upfront.</p> <p>Discussion of options: rental agreement and plan for next year in the budget for 2026 or look at a lease purchase to purchase in full and the departments pay their portion, and the admin budget will pay the rest monthly.</p> <p>I move that we enter into a rental agreement for a short period of time and look at the budget or grants for the future. Cheryl, Kyle. Passed (3-0)</p> <p>I move to allow the AED to be paid for by ACH payment method. Matt, Cheryl Passed (3-0)</p> <p>ATV Ordinance Review - Town hall meeting had good conversations. 4 people showed up. Many questions came up. Council members suggested writing the simplest ordinance as possible. We can get it to the lawyer to review it.</p> <p>Insurance Review – open enrollment period. The Personnel committee wants to change from EPO to PPO. See the list of detailed information in council packet.</p> <p>I move to go with the insurance the chief recommended. And make appropriate changes in the Handbook. Kyle, Cheryl Passed (3-0)</p>
G.3 Maintenance Dept Action Items	<p>Snowblower update – Danny brought in 3 options: Honda from Topeka Powersports, 34 inch wide \$1900, walk behind,</p> <p>Consensus from the council that Danny price a cub cadet at Tarwaters and bring it back next month to see if we can purchase it.</p>

	<p>Sewer Line from Jewels – we have received some bids to dig up and fix the offset. We are waiting on one more. In the meantime, Danny will be getting the lined cleaned with copper sulfate.</p> <p>Filmac issues – warranty has run out on 2/17/2025. We have had 10ish repairs since then. What is our plan for the future? We will cover a % of the fix? And how long will we do that?</p> <p>I move we pay the current one and then pay 50% on any others for 1 year from the time of the warranty expiration of 2/17/2025.</p> <p>Kyle, Cheryl Passed (2-1)</p> <p>Megginson’s Water – we have ordered a test kit hydrogen sulfide. We thought we would see something. Nothing showed up. No smelly water has come from our main. The smelly water is coming from their house. Danny tested the water pressure, and it was 45psi outside.</p> <p>I move we replace their service line. This is an isolated case. And we will get it done ASAP.</p> <p>Kyle, Cheryl Passed (3-0)</p>
G.5 and G.6	No Action Items
G.4 Administrative Action Items	<p>G4a. – Sidewalk review and consensus. Two valid bids after the request for additional information. The sidewalk bid for the park will go to Midland Concrete and Maple street will go to DL Concrete.</p> <p>G4b – Information from Velocity on Generators for City Hall, lift stations and pump house. Discussion and Review over what velocity gave us. This discussion will be tabled for a later date.</p> <p>G4d – I move to go into executive session to discuss matters of non-elected personnel, for 5mins. Including maintenance, clerk and assistant clerk.</p> <p>Matt, Kyle Passed (3-0)</p> <p>Come out of executive session at 8:55 no action no decisions were made.</p>

	<p>I move to move employees out of probation to permanent status and increase their pay from the time their probation ended. Madison March 16th, Travis March 24<sup>th</sup>.</p> <p>Matt, Kyle Passed (3-0)</p> <p>I move to adjust Becky's Pay to 90% of what Jim was making. For stepping up to the City Clerk Position.</p> <p>Kyle, Matt Passed (3-0)</p> <p>I move to change the signees to FSB Accounts Add Matt Craig, Jim Koger, Carol Baughman, Jon Brady, Cheryl Miller, Becky Coltrane to Checking Account #.....089 and add Jon Brady, Jim Koger, Becky Coltrane and Matt Craig to CD #0639 and CD 0103.</p> <p>Cheryl, Kyle Passed (3-0)</p> <p>I move to up the credit card limit to the Admin Credit Card to \$3000.00. Matt, Cheryl Passed (3-0)</p>
G.1 Treasurer's Report	<p>Review of Treasure's report. Everything balances. We are ready for Brian Nyp the accountant to review.</p> <p>I move to approve the treasurer's report. Kyle, Matt Passed (3-0)</p>
H. Unfinished Business	
I. New Business	<p>Washburn Students will be coming May 9<sup>th</sup>. Work session we need to come up with 80% items so we can come up with a list. Tentatively plan on the 25<sup>th</sup> of April.</p>
J. Council Members Comments	<p>Kyle – nothing Matt – nothing Cheryl – nothing Madison – nothing Jim – still working on lots of training.</p>
K. Mayor Comments	No comments

L. Adjournment	I move to adjourn. Cheryl, Kyle Passed (3-0)
Respectfully Submitted Becky Coltrane Assistant City Clerk APPROVED May 14th, 2025	