

**MINUTES  
COUNCIL MEETING  
CITY OF OVERBROOK, OVERBROOK CITY HALL  
401 MAPLE STREET  
Aug 14, 2019**

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| <p>CALL TO ORDER,<br/>ROLL CALL<br/>(A)</p> | <p>Mayor Jon Brady called the Aug 14, 2019 Council Meeting to order at 7:00 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas.</p> <p><b>Mayor Jon Brady</b> – present<br/><b>Council Members:</b><br/>Carol Baughman – present<br/>Joanne Allen – present<br/>Tammy Metzger – present<br/>Cheryl Miller – present<br/>John Fairchild – arrived 7:05pm</p> <p><b>Others present:</b><br/>Jim Koger<br/>Cathy Sower<br/>Terry Hollingsworth<br/>Ross Miner</p>   |
| <p>APPROVAL OF AGENDA:<br/>(B)</p>          | <p>Discussion: Agenda reviewed.</p> <p>Motion: I move to approve the agenda as written.<br/>Moved: Joanne Allen, Carol Baughman<br/>Motion Carried (4-0)</p>  |
| <p>CONSENT AGENDA:<br/>(C)</p>              | <p>C.1. Minutes – 7/10/2019 Regular Council Meeting Minutes, 7/26/2019 Work Session Notes and Special Meeting Minutes<br/>C.2. Warrants<br/>C.3. Request to Shred City Documents<br/>C.4. Planning Commission Report P&amp;Z minutes<br/>C.5. Zoning Administrator Report<br/>C.6. Housing Authority Board Report<br/>C.7. Water Distribution System Report<br/>C.8. Council Work Order List<br/>C.9. Library Board Report<br/>C.10. Law Department/Animal Control Report<br/>C.11. Code Compliance Report- No Report<br/>C.12. Maintenance Department Report<br/>C.13. City Clerk Report<br/>C.14. OPR Director Report</p> |

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|   | <p>Motion: I move to approve the Consent Agenda as written.<br/>                 Moved: Carol Baughman, Tammy Metzger<br/>                 Motion Carried (5-0)</p>   |
| <p>SPECIAL REPORTS:<br/>                 (D.)</p>   | <p>None</p>   |
| <p>PUBLIC COMMENTS:<br/>                 (E.)</p>   | <p>Rick Calderwood reported that some of the weeds behind his business, Main Street Automotive, cannot be mowed because of sump pump drainage from Kansas State Bank;<br/><br/>                 David Alcorn doesn't want too many regulations. No specific regulations were noted.</p>   |
| <p>UTILITY BILLING ACCOUNT HEARINGS<br/>                 (F.)</p>                                 | <p>Discussion: Utility Billing Account Hearings<br/><br/>                 Motion: I move to authorize the city clerk to manage the Utility Billing hearings according to the protocol we have followed in the past.<br/>                 Moved: Tammy Metzger, Joanne Allen<br/>                 Motion Carried: (5-0)</p>  |
| <p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS<br/>                 (G.1)</p> | <p>Discussion: Treasurer's Report presented. Pool costs discussed.<br/><br/>                 Motion: I move to approve the Treasurer's Report<br/>                 Moved: Joanne Allen, Carol Baughman<br/>                 Motion Carried: (5-0)</p>   |
| <p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM<br/>                 (G.2)</p> | <p>Discussion:<br/>                 -Ordinance Proposal for Oak Street; signage;<br/><br/>                 Motion: I move to have the City Attorney write an ordinance to address the Oak Street safety issue pertaining to the elementary school and have it presented for approval at the next city council meeting.<br/>                 Moved: Cheryl Miller, Carol Baughman<br/>                 Motion Carried (5-0)<br/><br/>                 -Need for crossing light across the highway. Difficult for cars to see especially when the sun is in their eyes. No streetlights there; The police chief and the new principal will work out an action plan. Will consult with KDOT. Will look at tree trimming.</p> |

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| <p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEM (G.3)</p>     | <p>Discussion:<br/>                     -Tree trimming along established bus routes. We will ask the bus company about trouble areas;<br/>                     -Lagoons’ east and west box need cleaning by a jet rodding company at approximately a \$1250.00 expense.</p> <p>Motion: Get estimates and give Jim the authority to move ahead based on his best judgment up to \$2,000.00 in expenditures.<br/>                     Moved: John Fairchild, Joanne Allen<br/>                     Motion Carried (5-0)</p>   |
| <p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: (G.4)</p> | <p>Discussion: budget hearing update; update repair policy; water distribution project update: CDBG application hearing at Sept Council meeting; Kramer Consulting Contract signature: The council will review the contract in the next week; Request donation 2019 Kids Fishing Derby to pay Sponsor Thank You ad in Osage County-Herald Chronicle. Last year was \$105.30;</p> <p>Motion: I move to support the fishing derby by buying the Sponsor Thank You ad.<br/>                     Moved: Tammy Metzger, John Fairchild<br/>                     Motion Carried (5-0)</p> |
| <p>COUNCIL ACTION/DISCUSSION ITEMS: PARK AND RECREATION ACTION ITEM: (G.5)</p>       | <p>No Action Items</p>  |
| <p>COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL ACTION ITEMS (G.6)</p>             | <p>Discussion: Pool professionally winterized; The city will purchase the anti-freeze locally. Painting plan will be presented next council meeting; cutting down tree near pump house. Council will look at tree and discuss with pool management.</p>   |
| <p>UNFINISHED BUSINESS: SIGN FOR DOWNTOWN BUSINESSES (H.1)</p>                       | <p>No discussion</p>  |
| <p>UNFINISHED BUSINESS: 2019 STREET WORK (H.2)</p>                                   | <p>Discussion: Request to order approximately 8 tons of Saturock from Carter-Waters in KC to do pothole patching at about \$80 per ton if we haul; Rent a roller for approximately \$325.00 per day (\$990/week) and or a plate compactor for \$75.00 per day; Total would range from \$1,050 to \$1,700</p>  |

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|  | <p>(plus our labor and materials); Target areas were discussed: 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> streets; Identify exact potholes ahead of time.<br/>                 Motion: Allow maintenance department and Jim Koger to work out the details, spending up to \$5000.00.<br/>                 Moved: Tammy Metzger, Cheryl Miller<br/>                 Motion Carried (5-0)</p>  |
| <p>UNFINISHED BUSINESS: OPR IN-TOWN BOARD MEMBER (H.3)</p>                                       | <p>Discussion: OPR has a potential candidate that they are meeting for consideration.</p>   |
| <p>OTHER UNFINISHED BUSINESS: (H.4)</p>  | <p>None</p>   |
| <p>NEW BUSINESS: LKM VOTING DELEGATES (I.1)</p>  | <p>Discussion: Selection of LKM voting delegates<br/><br/>                 Carol Baughman and Jim Koger (alternate) were selected as voting delegates by consensus.</p>   |
| <p>NEW BUSINESS: 2019 STANDARD TRAFFIC ORDINANCE, UNIFORM PUBLIC OFFENSE CODE FROM LKM (I.2)</p> | <p>Discussion: 2019 Standard Traffic Ordinance (STO) and Uniform Public Offense Code (UPOC) are ready to be reviewed for approval at the September 2019 Council Meeting.</p>  |
| <p>NEW BUSINESS: OTHER NEW BUSINESS (I.3)</p>  | <p>Looking at a better plan for equipment replacement in the budget: preventive maintenance checklist for daily or weekly, procedures for maintenance crew to present concerns about equipment, DVIR Daily Vehicle Inspection Reports</p>   |
| <p>COUNCIL MEMBER COMMENTS: (J)</p>  | <p>Tammy – Thank you for the card.<br/>                 Cheryl – Business Appreciation Day went well.<br/>                 Joanne – Will we need to update contracts with our well property owners if we proceed with the Water Distribution Project? If so, we will need to keep that in mind as the project moves forward.<br/>                 Jim – This month we had multiple questions regarding issues at the Fairgrounds and at the Cemetery. We directed callers to express their concerns to the respective Boards. We gave them contact information and explained that neither properties are city owned. If they still had questions after talking to the boards, we welcomed them to attend a Council Meeting to discuss further. I will be attending the Planning</p> |

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|  | and Zoning Meeting on August 20 <sup>th</sup> to discuss home business zoning regulations.<br>Carol: The fire department had fun with the kids and the hoses on Parade Day. |
| MAYOR'S COMMENTS:<br>(K)   | none  |
| ADJOURNMENT:<br>(L)  | Mayor Jon Brady called for a motion to adjourn.<br>Motion: I move to adjourn at 9:25 pm<br>Moved: Joanne Allen, Carol Baughman<br>Motion Carried: (5-0)                     |
| Respectfully submitted,<br>LaVerna Gray<br>Overbrook Assistant City Clerk<br>APPROVED September 11, 2019 |   |