

**MINUTES
COUNCIL MEETING
CITY OF OVERBROOK, OVERBROOK CITY HALL
401 MAPLE STREET
OCTOBER 9, 2019**

<p>CALL TO ORDER, ROLL CALL (A)</p>	<p>Mayor Jon Brady called the October 9, 2019 Council Meeting to order at 7:00 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas. Mayor Jon Brady – present Council Members: Carol Baughman - present Joanne Allen - present Tammy Metzger - present Cheryl Miller - present John Fairchild - present Others present: Jim Koger Terry Hollingsworth Ross Miner</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: Agenda reviewed. G4- executive session Motion: I move to approve the agenda Moved: Tammy Metzger, Carol Baughman Motion Carried (5-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1. Minutes – 9/11/2019 Regular Council Meeting Minutes, 9/27/2019 Work Session Notes C.2. Warrants C.3. Request to Shred City Documents C.4. Planning Commission Report P&Z minutes – No Report 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- No 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 Motion: I move to approve the Consent Agenda as written.</p>

	<p>Motion: I move to approve the consent agenda. Moved: Joanne Allen, John Fairchild Motion Carried (5-0)</p>
<p>SPECIAL REPORTS: ERIC STAAB: CIVIC ENGAGEMENT SFTHS (D)</p>	<p>Discussion: Eric Staab presented proposals made by his SFTHS government students to improve our community. Discussed Charger Day on Nov 13, noon to 3pm. Council will select projects and will communicate with Eric Staab.</p>
<p>PUBLIC COMMENTS: (E.)</p>	<p>none</p>
<p>UTILITY BILLING ACCOUNT HEARINGS (F.)</p>	<p>Discussion: Utility Billing Hearings Report Account # 269700 Motion: I move to approve the utility payment plan as presented. Moved: Tammy Metzger, Joanne Allen Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS (G.1)</p>	<p>Discussion: Treasurer's Report presented. Motion: I move to approve the Treasurer's Report Moved: Carol Baughman, Tammy Metzger Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM: CROWN VIC (G.2a)</p>	<p>Discussion: Crown Vic is 10 years old and not running without dying. Attempts to repair unsuccessful. Explored options to replace. 2020 Chevy Tahoe \$36,640.05 municipality cost. New lighting less than \$1,000.00. Projected 10-year usable life. Lease/purchase allowable in current law budget. Motion: I move we authorize the Chief of Police to purchase a vehicle he has researched and selected up to \$40,000.00. Moved: Carol Baughman, Joanne Allen Motion Carried (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM: ORDINANCE 412 (G.2B)</p>	<p>Discussion: Ordinance 412 closing Oak Street between 7th and 8th Street. School Administration would like to close year-round. Will state on website and in newsletter that we will discuss at the next Council Meeting inviting input from the public.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEM: (G.3A)</p>	<p>Discussion: Equipment replacement plan. Repair/replace skid steer. Approximately, \$75,000.00 to \$77,000.00 replacement costs. Approximately, \$9,000.00 repair costs. Could place out for a bid on a</p>

	trade in. There is no cushion within the maintenance budget, but there is in the equipment reserve budget. Will need additional dollars. How to fund? Is there a state purchasing contract? The city clerk will put out a request for quotation from several dealers.
COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEM: SALT/SAND PURCHASE (G.3B)	Discussion: Purchase load of Salt/Sand? Motion: I move to authorize the purchase of salt/sand at the City Clerk’s discretion, not to exceed \$2,000.00 Moved: Tammy Metzger, Joanne Allen Motion Carried (5-0)
COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: WATER DISTRIBUTION PROJECT (G.4A)	Discussion: Water Distribution Project – Presented options for water rates. Current rate \$46.19 for a 5,000-gallon user. USDA wants us to increase rate to \$60-\$65 for a 5,000-gallon user to qualify for grant. Will need to decide rate before 2020. Out of compliance on our lagoons now according to KDHE, so need to look at sewer as well as water. Set up a town hall meeting soon. Jim will draft an ordinance for a water ratee increase in 2020, 2021, and 2022.
COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: TRAINING AGREEMENT PRYOR LEARNING SOLUTIONS (G.4B)	Discussion: Training agreement Pryor Learning Solutions. Recommend buy one user. Motion: I move we buy for one user. Moved: Tammy Metzger, Cheryl Miller Motion Carried (5-0)
COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: RESOLUTION #2019-10 (G.4C)	Discussion: Resolution #2019-10 Adopting the Kansas Homeland Security Region J Hazard Mitigation Plan – Need to approve to apply for FEMA grants Motion: I move we adopt the Kansas Homeland Security Region J Hazard Mitigation Plan. Moved: Tammy Metzger, Joanne Allen Motion Carried (5-0)
COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: SAGE RENEWAL/QUICKBOOKS (G.4D)	Discussion: Sage renewal / Quickbooks Motion: I move that we switch to Quickbooks Moved: Cheryl Miller, Tammy Metzger Motion Carried (5-0)
COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION	Discussion: Personnel Policy updates Discussion: Sick time clarification

<p>DEPARTMENT ACTION ITEM: PERSONNEL POLICY UPDATES (G.4E)</p> <p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: PERSONNEL POLICY UPDATES: SICK LEAVE CLARIFICATION (G.4E.1)</p> <p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: PERSONNEL POLICY UPDATES: ON CLOCK WHILE RECEIVING MILEAGE (G.4E.2)</p>	<p>Discussion: On clock while receiving mileage</p> <p>Will add these topics to unfinished business next month.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: EXECUTIVE SESSION TO DISCUSS NON-ELECTIVE PERSONNEL (G.4F)</p>	<p>Discussion: Need for executive session</p> <p>Motion: I move to go into executive session for the purpose of discussing matters related to non-elective personnel for 10 minutes. Moved: Tammy Metzger, Joanne Allen Motion Carried (5-0)</p> <p>Returned to an open session after 10 minutes. No action or decisions were made during executive session.</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: PARK AND RECREATION ACTION ITEM: NEW BOARD MEMBER (G.5)</p>	<p>Discussion: New Park and Rec board member recommended, Sarah Wilson. Bob Klingler resigns as Park and Rec director on December 1, 2019.</p> <p>Motion: I move to accept Sarah Wilson as a Park and Rec board member Moved: Joanne Allen, Tammy Metzger Motion Carried (5-0)</p>
<p>COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL: TREE NEAR PUMP HOUSE (G.6)</p>	<p>Tabled discussion until November council meeting</p>
<p>UNFINISHED BUSINESS: SIGN FOR DOWNTOWN BUSINESSES (H.1)</p>	<p>Discussion: Icons for signs: the cost will be determined. Placement, size and color of sign was discussed.</p>

UNFINISHED BUSINESS: OPR IN-TOWN BOARD MEMBER (H.2)	Discussion: previously discussed. See G.5
UNFINISHED BUSINESS: GOOSE MANAGEMENT PLAN UPDATE (H.3)	Discussion: Currently few geese on the lake. Will turn aerators off again this year. Desire to hold hunts earlier in the year. Park and Rec would prefer to hold a hunt on private property if needed and not at the city park.
UNFINISHED BUSINESS: CLARIFICATION OF 91-623 KEEPING OF DOMESTIC FOWL, 91-607 KEEPING LIVESTOCK IN CITY, 91-608 EXCEPTIONS (H.4)	<p>Discussion: Terry Hollingsworth led discussion and presented a draft of Ordinance 91 clarifications. Changes were suggested.</p> <p>Motion: I move we put the corrections in and the City Clerk will draw up the ordinance and do the necessary publications.</p> <p>Moved: Joanne Allen, Carol Baughman</p> <p>Motion Carried (5-0)</p> <p>Request to add animal control to the monthly law report.</p>
OTHER UNFINISHED BUSINESS (H.5)	Discussion: None
NEW BUSINESS: OTHER NEW BUSINESS (I.1)	Discussion: None
COUNCIL MEMBER COMMENTS: (J)	<p>Joanne Allen – Nov 11 Veteran’s Day Breakfast – all are welcome. Have had many volunteers that helped to keep the Veterans’ Memorial nice.</p> <p>Jim Koger – Carol Baughman, Jim Koger, and Tammy Metzger are going to the League Conference this month.</p>
MAYOR’S COMMENTS: (K)	none
ADJOURNMENT: (L)	<p>Mayor Jon Brady called for a motion to adjourn.</p> <p>Motion: I move to adjourn at 10:12 pm.</p> <p>Moved: Joanne Allen, Tammy Metzger</p> <p>Motion Carried: (5-0)</p>
Respectfully submitted, LaVerna Gray Overbrook Assistant City Clerk	