

**Council Meeting
City of Overbrook
Overbrook City Hall
October 12, 2022
6:00 pm**

| | |
|---|--|
| <p>A. Call to order B. Roll call</p> | <p>Mayor Jon Brady called the meeting to order at 6:00. The Mayor welcomed the SFT Government Class and asked them to introduce themselves. There were 2 foreign exchange students present as well.</p> <p>Mayor Jon Brady - present Council Members: Carol Baughman – present Cheryl Miller – present John Fairchild – absent Caitlin Curtis – present Angela Mordecai- present</p> <p>We have a quorum. Others present: Jim Koger, Becky Coltrane, Aaron Traphagan, Eric Carlson, Bob Ellis, Eric Staab SFTHS students; Matthew Coltrane, Sammy Daniels, Glisa Raymond, Linda Galfione, Chayt Hathaway, Jonathan Green.</p> |
| | <p>Discussion: Add H.4 Zoning questions and J.1 Wind Turbine Ordinance</p> <p>Motion: 1 motion to approve agenda as amended Carol, Cheryl Passed (4-0)</p> |
| <p>D. Consent Agenda D.1 to D. 14</p> | <p>Discussion: none Motion: 1 motion to approve the consent agenda. Carol, Angela Passed (4-0)</p> |

| | |
|---|---|
| <p>E.1 Special Reports: SFTHS Government Classes-Community Outreach</p> | <p>Discussion: Teacher Eric Staab shared his community outreach program work that the students would like to do. Add helmet racks to the baseball dug outs. Matthew Coltrane shared the groups ideas to paint and replaces hoop nets on the community basketball courts and to paint the dugouts on the softball fields. The council thought those ideas were great. And gave them permission to move forward. The class will be working on the projects on Nov. 2nd. Mr. Stabb would be interested in getting some information about the committee meetings. Becky will email him a list of meetings and times.</p> |
| <p>E.2 Ben Kramer Engineering Water Project</p> | <p>Discussion: Council members expressed pressure concerns. Aaron Traphagan (maintenance dept) addressed those concerns by explaining as the water goes down the line the pressure gets less. Hoping that the additional water tank that will be online on Oct. 13th will help with the issue.</p> <p>Ben Kramer – Finishing up painting the inside of west tower. Hopefully in about 10ish days it will be back online. There have been citizen concerns with dishwashers, hot water heaters, water filtration system complications with the variance in pressure.</p> <p>New water buildings look good. Discussion about the contractors plan with seeding and grass growing. Jim and Ben looked at the standards and guidelines for planting seed, and the percentage that has to be grown before project is complete.</p> <p>Original substantial completion was September, completion was October, we have an extension in place for substantial completion being set for December 14th.</p> <p>Pay requests from Central Tank, Carstensens, Kramer Engineering, Loan information and Grant fund information. Last council meeting members were curious what the contingency balance was and right now we will be using all of the contingency balance funds. Total project costs is \$6,862,00.</p> |

| | |
|--|---|
| | <p>Motion: I motion to approve the pay requests. Angela, Carol Passed (4-0)</p> <p>Grant advisor has applied for tax exemption request. It was approved.</p> <p>Carsenstons has asked for an extension of time. Discussion on liquidated damages. Discussion on extend engineering costs. Two change orders #12 for \$64,991.30 and #10 for \$24,392.08.</p> <p>We have 3 options moving forward:</p> <ul style="list-style-type: none">- Pay change orders for projects #10 and #12 or-Charge Liquidated damage and deny extension, or- give the extension and accept change order for project #12. Substantial completion as of Dec. 14th then consider charging damages. Would put final completion in January 2023. <p>Motion: I move to extend the substantial completion date to Dec 14th and final completion date to Jan 30, 2023. And include agreeing to pay Change order for project #12 in the amount of \$64,991.30 and waive change order for project #10 in the amount of \$24,392.08.</p> <p>Angela, Carol Passed: (4-0)</p> <p>Discussion: Change orders and how to pay.</p> <p>Motion: I move for Jon Brady (Mayor) to sign the change orders when completed.</p> <p>Carol, Cheryl Passed (4-0)</p> <p>Discussion: Kramer Engineering will bill at an hourly rate after October 26th at \$80/hour, with some administrative costs an additional hourly rate.</p> |
|--|---|

October Council Minutes 2022

| | |
|---|---|
| | <p>Motion: I move for Jon Brady (Mayor) to sign for engineering services beginning on October 27th.</p> <p>Angel, Cheryl Passed: (4-0)</p> |
| <p>F. Public Comments</p> | <p>Bob Ellis wanted to discuss the controversy with the Windmills being built in Osage County. He is concerned about them being built close to the city limits. He would like the city to consider looking at their own zoning policies and regulations to make sure they are on top of the situation and be proactive.</p> |
| <p>G. Utility Billing Account Hearings</p> | <p>29 Shut off notices were delivered on Thursday Sept. 6th. 14 paid required amounts, 2 have requested hearings. The 13 we didn't hear from are scheduled for shut off on 10/15/22. We will attempt to reach them before shutting them off.</p> |
| <p>H. Council Action/Discussion Items</p> <p>H.1 Treasurer Report</p> | <p>Reviewed auditors report, working on coding items, and credit card bills, looking at different software for our accounting, Quickbooks does not work with fund accounting. Council needs to approve/look over the reconciliation report. We will wait to approve the treasurers report until we get it reconciled with the accountant.</p> <p>No action taken.</p> |
| <p>H.2 Police Department</p> <p>a.</p> | <p>Chief Carlson brought in a bill for temporary speed bumps and explained use and placements.</p> <p>Motion: I move to approve the purchase of the speed bumps. Cait, Angela Passed: (4-0)</p> <p>Chief Carlson passed out copies of the bid he received to update the police department offices. Council recommend he get another bid for diversity. Some of the plans include the removing of the evidence closet, adding a new gun safe/evidence safe, and interview room, finger printing area and VIN inspecting.</p> <p>Motion: I move to give the Chief up to \$15,000 for the Police Department renovation, giving him the authority to choose which contractor he wishes.</p> |

| | |
|--|---|
| | <p>Angela, Chery Passed: (3-0) 1 abstain- Cait personal conflict</p> |
| <p>H.3 Maintenance Department Action Items a. Street Repair Plan</p> | <p>Discussion: Aaron Traphagan presented his report including information on water testing, sewer testing, street repair, boring at a residential home, plan of fixing a cracked residential driveway, working on getting a drainage box at a residence. He also presented information on purchasing a newer truck. Trucks are very high priced right now. Quantity very slim especially with government rates. Review of the equipment plan and what funds were available for that type of purchase. Aaron referend to a motion in a previous year for allotment for a truck purchase. Becky will do research to find that motion.</p> <p>Angela left meeting at 8:50pm/returned at 8:57</p> |
| <p>H.4 Administration Department Action Items a. Review 2021 Auditors Report b. Phone bill auto pay, Evergy autopay, visa limits c. Zoning Question d. Resignation of John Fairchild</p> | <p>a. Discussion: Review of auditor’s report.</p> <p>Motion: I move to approve auditors report. Cait, Carol Passed: (4-0)</p> <p>Everyone needs to sign the budget certificate</p> <p>b. Discussion: Put evergy bill for Historical Society’s lot on auto pay. Need turn bill over to the Historical Society since it is now their lot. Will ask them to come to the next council meeting to discuss.</p> <p>Table phone bill and visa limits</p> <p>c. Discussion: Zoning Board full, meeting on Tuesday October 17, and Special zoning hearing on October 27th @ 7:00pm.</p> <p>d. John Fairchild will be unable to maintain his duties to the council. Discussion of the process to accept his resignation and move forward.</p> <p>Motion: I move to approve the resignation of John Fairchild from city council, pending confirmation from his power of attorney.</p> <p>Cheryl, Cait</p> |

October Council Minutes 2022

| | |
|--|--|
| | Passed: (4-0) |
| H.5 Pool Action Item | Pool will be getting winterized on October 24 th . |
| I. Unfinished Business a. water distribution project b. Sewer | Discussion: Struggling with the testing, b. We have found two areas of Overbrook that the foundation drains are pumping into the sewer. |
| I.2 Pay structure/payroll updates | <p>Motion: I move to go into executive session for 15 minutes to discuss non-elected personnel. Beginning at 9:30.</p> <p>Angela, Cheryl Passed: (4-0) Returned at 9:45 no actions no decisions were made.</p> <p>Motion: I move to approve new maintenance pay structure to lead maintenance worker \$22.50, full time maintenance worker with water and sewer certifications \$21.00, Full time noncertified maintenance worker \$18.50.</p> <p>Cait, Angela Passed: (4-0)</p> |
| I.3 Committee Reports | Tabled for next month |
| I.4 STO (Standard Traffic Ordinance), UPOC (Uniform Public Offense Code) | <p>Motion: I move to approve the STO and UPOC.</p> <p>Angel, Carol Passed: (4-0)</p> |
| I.5 Approval of Casey's Cereal Malt Beverage License. | <p>Motion: I motion to approve Casey's CMB License.</p> <p>Cait, Carol Passed: (4-0)</p> |
| J. New Business 1. Wind Turbine Ordinance | Angela would like to move forward to work on a proposed wind turbine ordinance to have ready for review by the work session. |
| Council Member Comments: | <p>Angela – skunk concerns in neighborhood</p> <p>Cait – none</p> <p>Carol – none</p> <p>Cheryl – none</p> <p>Jim – updates on health</p> |

October Council Minutes 2022

| | |
|--|--|
| | Becky – wanted to council to know how much she appreciates the maintenance guys for their help with her questions and with citizens' concerns about the water project. |
| Mayors Comments: | No comments today |
| L. Adjournment | Motion: 1 motion to adjourn this meeting. Cait, Angela Passed: (4-0) |
| Respectfully Submitted Becky Coltrane Assistant City Clerk APPROVED November 9 th , 2022 | |