

**City of Overbrook  
Overbrook City Hall  
February 14, 2024 6:00pm**

<p>A. Call to order, Roll Call</p>	<p>Mayor Jon Brady called the meeting to order at 6:00pm.</p> <p><b>Mayor Jon Brady</b> - present  <b>Council Members:</b>  Carol Baughman – present  Cheryl Miller – present  Kyle Maichel – absent, arrived at 6:02  Hanna Smith – Present  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 dept. Amy Miner Pawsitive solutions, citizens Darin Josnson, Maria Dressman, Darin Johns, Jessica Bender, Chris Bender, Charlie Glenn, Bear Willmont.</p>
<p>B. Not used</p>	<p>Thoughts and Prayers to the victims of the shooting in KC. We need to think about our actions. And remind each other we need to look for positive solutions for conflicts.</p>
<p>C. Agenda</p>	<p>I move to approve the agenda as amended.  Carol, Cheryl  Passed (5-0)</p> <p>Move Fairboard discussion to Special Reports after public comments.</p>
<p>D. Consent Agenda</p>	<p>Items to note: D:13 KRWA Annual Mtg System Delegate and D:14 Resolutions PRIDE, and GAAP WAIVER.</p> <p>I move to approve the consent Agenda.  Cheryl, Carol  Passed (5-0)</p>

<p>E. Special Reports</p>	<p>E.1 Pawsitive Solutions: Cat Issue, Ms. Minor has been working in Overbrook for the past 6 years. We trap community cats, fix them, vaccinate, and then return them. We trap all around Osage County. City government really is not involved. Cat and Killed doesn't really work. They are like wild animals, Cats are territorial and if you removed them completely new cats just move in. Trap-Neuter-Release. Would like Overbrook to maybe start their own group. Police Chief would like to set up a meeting and get information out and start a group here in Overbrook.</p> <p>E.2 EMC Property Insurance – From Elliott Insurance Darin Johnson, Maria Dressman. Presentation of Insurance Audit. Refer to handouts. Our current insurance broker is Ron Bows.</p> <p>E.3 Water Project Include RWD #5 Contract Update and Warranty discussion: Wastewater Project Update. We got a response back from Brenda paperwork got lost in the shuffle and they will be sending us the paperwork. We have some warranty items to submit to Carstensen. Feb 17<sup>th</sup> is the date for the Warranty period. Council Member Matt Craig would like to have his meter added to the list to be looked at. Waiting for the signed contract from RW5. We are paying our bill in good faith. We are working on going on a Wetland Cell, property purchase, desludging and we have an engineering estimate.</p>
<p>H.1F Fired Department</p>	<p>Fire Department building permit fees. Planning and Zoning has signed the building permit. Fire Department is ready to start construction. The city has incurred fees for the sewer evaluation. Charlie Glen was here to discuss the build, the meter installation, etc. Review of what we have now with the fire dept. The City does not charge for water, sewer or trash. How do we handle this when the fire dept moves to their new building? Council would like to leave things as they are but would like to put it onto paper. Some sort of “contract”, for the future.</p>
<p>F. Public Comment</p>	<p>Benders are here to discuss their mini pig. They adopted a pig through a legitimate organization of KCPRN. KCPRN called Chief Hollingsworth and he approved housing of a pig. Mrs. Bender shared their love of the pig and their care and devotion to their pig. Their pig is not a “live stock” pig. With the passing of Chief Hollingsworth there is no record of this approval. She would like to normalize pigs as pets. She gave copies of all her paper work for her pig. There is a court date already set for this case. She would like the city to consider rewriting the ordinance, to put something into place about keeping pot belly pigs in town.</p>

<p>G. 1a Treasurers Report</p>	<p>Received Dec. 2023 Disbursement this week. This made our fund balances off. Hopefully the disbursements will be coming along soon.</p> <p>I move to approve the treasures report. Carol, Hanna Passed (5-0)</p>
<p>G.2 Public Safety Ordinances</p>	<p>We need to publish the Fines for animal Control ordinances. We need to start thinking about a permit process for exotic animals. Item will be added to work session to come up with specific words for this type of permit or license.</p> <p>Matt Craig questions for public safety – Why do we have two officers on duty sometimes? Concerned that a part time officer is allowed to drive to Green Acres for dinner. Concern about officers running stop signs, would like to discuss this with the Chief.</p>
<p>G.3 Maintenance Department Action Items</p>	<p>a. Restrooms in old gym. Danny has some numbers for the update. Gas Heaters - \$6,000 for gym, heaters for restrooms \$1,300 each would like to have 4. Toilets \$250 each. Not enough room for 2 in each bathroom. Put in vanities, partitions, \$1448.00 Total \$12,822 without a drop ceiling and electrical. Probably \$15000 to \$20000. We also need to replace the guttering around the building at around \$5800. Trying to make the restrooms ADA compliant is going to be a challenge.</p> <p>Maintenance Report – Review of Snow removal, chlorine building complications, using rural water, sewer repairs, drainage by barber shop is fixed and has new concrete.</p> <p>Action Item: Would like to purchase a meter that attaches to the fire hydrant. We have companies that would like to purchase bulk water and we would like to have a way to measure this accurately. Danny has priced two meters one at \$2085 and the other is \$2009.</p> <p>Meeting with JR with Carstensen. Fixed some meter settings. Reviewed some leaking meters.</p>
<p>G4a. 911 Address Sign</p>	<p>I move to purchase 911 signs for the rest of City properties. Kyle, Matt Passed (5-0)</p> <p>Get list to Charlie Glenn.</p>
<p>G4b. Additional Hours for Denali Support</p>	<p>I move to approve additional hours for Denali Services. Kyle Cheryl</p>

	Passed (5-0)
G.4c New PC for billing Clerk	I move to approve up to \$2000 of a new computer for the billing clerk. Kyle, Hanna Passed (5-0)
G.4d Executive Session Personnel Review	I move to go into executive Session at 9:20, for 15 mins, to discuss no elected personnel, returning at 9:30. Matt, Carol Passed (5-0) Return at 9:30 no actions no decisions were made.  I move to go into executive Session at 9:30 for 30 mins to discuss non-elected personnel, including City Clerk and Asst. City Clerk. Matt, Carol Passed (5-0)  Return at 10:00 pm.  I move to go into executive session for 15min at 10:03, to discuss non-elected personnel. Returning at 10:17. Passed (5-0)  Return from executive session at 10:17 no actions no decisions were made.
G.4e Personnel Handbook Updates	I move to approve the nepotism policy with corrections. Carol, Hanna (passed 5-0)
G.5 Pool Action Items	none
G.6 OPR Action Items	none
H. Unfinished Business	Discussion of insurance policies and brokers.
I. New Business	Planning and Zoning, Parks and Rec 2 OPR and 2 Planning and Zoning we need new members on each board. The planning and zoning board needs to present their inspection plan before we can move forward with enforcement.  Work Day Meeting – March 1 <sup>st</sup> @ noon. Let’s eat at 11:45.
J. Council Members Comments	Carol- nothing Hanna – A long meeting Matt – nothing Cheryl – nothing Kyle – nothing

	Jim – nothing Becky – nothing
K. Mayor Comments	Mayor- sorry for the long meeting, thank you for your dedication.
L. Adjournment	I move to adjourn. Carol, Matt Passed (5-0)
Respectfully Submitted Becky Coltrane Assistant City Clerk Approved March 13th, 2024	