**MINUTES**

**COUNCIL MEETING**

**CITY OF OVERBROOK, OVERBROOK CITY HALL**

**401 MAPLE STREET**

**JANUARY 8, 2020**

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| CALL TO ORDER,ROLL CALL(A) | Mayor Jon Brady called the January 8, 2020 Council Meeting to order at 7:12 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas.**Mayor Jon Brady -** present**Council Members:**Carol Baughman – presentJoanne Allen - presentPhoenix Anshutz – presentCaitlin Curtis - presentJohn Fairchild - presentCheryl Miller - present **Others present:**Jim KogerRoss MinerCathy SowersAaron TraphaganTerry Hollingsworth  |
| THANK YOU TO OUTGOING COUNCIL MEMBERS: INTRODUCTION AND SWEARING IN OF NEW COUNCIL MEMBERS(B.1) | Thanks was expressed to outgoing council members, Joanne Allen and Tammy Metzger. New members, Phoenix Anshutz and Caitlin Curtis, were introduced and sworn in.  |
| ELECTION OF CITY COUNCIL PRESIDENT(B.2) | Discussion: Responsibilities of the PresidentMotion: I nominate Carol BaughmanMoved: John Fairchild, Cheryl MillerMotion Carried (5-0) |
| APPROVAL OF AGENDA:(C) | Discussion: Agenda reviewed. Motion: I move to approve the agenda as written.Moved: Carol Baughman, Cheryl MillerMotion Carried (5-0) |
| CONSENT AGENDA:(D) | D.1. Minutes – 12/11/2019 Regular Council Meeting MinutesD.2. WarrantsD.3. Request to Shred City DocumentsD.4. Planning Commission Report P&Z minutes – No Report D.5. Zoning Administrator Report – No reportD.6. Housing Authority Board Report D.7. Water Distribution System Report D.8. Council Work Order List D.9. Library Board Report D.10. Law Department/Animal Control ReportD.11. Code Compliance ReportD.12. Maintenance Department ReportD.13. City Clerk ReportD.14. OPR Director ReportD.15. PRIDE ResolutionMotion: I move to approve the Consent Agenda as written. Moved: Cheryl Miller, John Fairchild Motion Carried (5-0) |
| SPECIAL REPORTS:(E.) | None |
| PUBLIC COMMENTS:(F.) | None |
| UTILITY BILLING ACCOUNT HEARINGS(G.) | Discussion: Utility Billing Hearings Report; Educating the community about the processAccounts: 320000, 315000, 370000,463000, 570000, 781000 Motion: I move to approve the payment plans as presented. Moved: Carol Baughman, Cheryl MillerMotion Carried: (5-0) |
| COUNCIL ACTION/DISCUSSION ITEMS: TREASURER REPORT: CATHY SOWERS(H.1) | Discussion: Treasurer’s Report presented. Will send note to council members about Special Highway Funds.Motion: I move to approve the Treasurer’s Report as presentedMoved: Cheryl Miller, John FairchildMotion Carried: (5-0) |
| COUNCIL ACTION/DISCUSSION ITEMS: POLICE DEPARTMENT: ACTION ITEM(H.2) | No action items |
| COUNCIL ACTION/DISCUSSION ITEMS: MAINTENANCE DEPARTMENT ACTION ITEM: SNOW BLADE(H.3) | Discussion: Purchase of snow blade for the 4-wheeler as snow blower’s motor went out. Cost options were presented by Aaron Traphagan. Uses of a snow blade: cleaning sidewalks; Research treatment put on sidewalks and sealing of sidewalks. Want to protect the sidewalk surface. Motion: I move we purchase a snow blade and hardware for the four-wheeler. Moved: Carol Baughman, Cheryl MillerDiscussion: Motion wording Amended Motion: I move we purchase a 54” snow blade for the four-wheeler, not to exceed $850. Moved: Carol Baughman, Cheryl MillerMotion Carried (5-0) |
| Break at 8:40 pm – 8:50 pm |  |
| COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: REVIEW CHECK SIGNER LIST (H.4.a) |  Discussion: Check signers Motion: I move we add John Fairchild, Cheryl Miller and Caitlin Curtis as check signers Moved: Caitlin Curtis, Cheryl MillerMotion Carried (5-0) |
| COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: 2020 GAAP WAIVER(H.4.b) | Discussion: Resolution No. 2020-02, GAAP WaiverMotion: I move to accept Resolution No. 2020-02 Moved: Carol Baughman, Cheryl MillerMotion Carried (5-0) |
| COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION ACTION ITEM: CORRECTION TO ORDINANCE #412 CLOSING OF OAK STREET(H.4.c) | Discussion: Repeal Ordinance #412 Motion: I move we approve Ordinance #418, repealing Ordinance #412, restricting motor vehicle traffic in the 700 of Oak Street. Moved: Carol Baughman, Cheryl MillerMotion Carried: (3-2) (Nays Cheryl Miller and Carol Baughman) |
| COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION ACTION ITEM: EXECUTIVE SESSION FOR PRESENTATION OF EMPLOYEE REVIEWS(H.4.d)  | Discussion: Need for executive sessionMotion: I move to go into executive session for the purpose of discussing matters that are related to non-elected personnel pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the City Council Room at 9:25 p.m. Moved: Caitlin Curtis, Cheryl MillerMotion Carried: (5-0) The City Council resumed to an open session at 9:25 pm. No decisions were made, and no action was taken during executive session.Discussion: The review process. Cost of living is at 1.6%; wages and salaries Motion: I move to give the employees a 1% cost of living raise. Moved: Cheryl Miller, Caitlin CurtisMotion carried: (5-0)  |
| COUNCIL ACTION/DISCUSSION ITEMS: PARK AND RECREATION ACTION ITEM (H.5) | No action items |
| COUNCIL ACTION/DISCUSSION ITEMS: SWIMMING POOL ACTION ITEMS: POOL MANAGER APPLICATIONS(H.6) | Discussion: Pool Manager Applications were due Jan. 8, 2020. Jon Brady, John Fairchild, and Jim Koger will review the application(s). |
| UNFINISHED BUSINESS: WATER DISTRIBUTION PROJECT/SEWER UPDATE (I.1.) |  Discussion: Updates from USDA Rural Development, Midwest Assistance Program, and CDBG; Blue towels in the sewer system; New water and sewer rates will be reflected on the next utility bill.  |
| UNFINISHED BUSINESS: POOL PAINTING PLAN UPDATE: POOL CRACK(I.2) | Discussion: Pool painting plan, amount of paint needed, and a new pool crack  |
| UNFINISHED BUSINESS: CLARIFICATION OF 91-623 KEEPING DOMESTIC FOWL, 91-607 KEEPING LIVESTOCK IN CITY, 91-608 EXCEPTIONS(I.3) | Discussion: Council members will study the changes and will address at the February City Council Meeting.  |
| OTHER UNFINISHED BUSINESS:(I.4) | None |
| NEW BUSINESS: BID FOR LIBRARY HVAC CONTRACT(J.1) | Discussion: Requests for Proposals will be sent out and a report will be presented at the February City Council Meeting.   |
| NEW BUSINESS: OTHER NEW BUSINESS (J.2) |  None |
| COUNCIL MEMBER COMMENTS:(K) |  Congratulations was expressed to staff by Cheryl Miller regarding the high quality of the newsletter.Work Session: Council will think about a time and date.  |
| MAYOR’S COMMENTS:(L) | none |
| ADJOURNMENT:(M) | Mayor Jon Brady called for a motion to adjourn. Motion: I move to adjourn at 10:02 pm.Moved: Carol Baughman, Cheryl MillerMotion Carried: (5-0) |
| Respectfully submitted,LaVerna GrayOverbrook Assistant City ClerkApproved February 12, 2020 |  |