**MINUTES**

**COUNCIL MEETING**

**CITY OF OVERBROOK, OVERBROOK CITY HALL**

**401 MAPLE STREET**

**JANUARY 8, 2020**

|  |  |
| --- | --- |
| 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 – present  Joanne Allen - present  Phoenix Anshutz – present  Caitlin Curtis - present  John Fairchild - present  Cheryl Miller - present  **Others present:**  Jim Koger  Ross Miner  Cathy Sowers  Aaron Traphagan  Terry 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 President  Motion: I nominate Carol Baughman  Moved: John Fairchild, Cheryl Miller  Motion Carried (5-0) |
| APPROVAL OF AGENDA:  (C) | Discussion: Agenda reviewed.  Motion: I move to approve the agenda as written.  Moved: Carol Baughman, Cheryl Miller  Motion Carried (5-0) |
| CONSENT AGENDA:  (D) | D.1. Minutes – 12/11/2019 Regular Council Meeting Minutes  D.2. Warrants  D.3. Request to Shred City Documents  D.4. Planning Commission Report P&Z minutes – No Report  D.5. Zoning Administrator Report – No report  D.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 Report  D.11. Code Compliance Report  D.12. Maintenance Department Report  D.13. City Clerk Report  D.14. OPR Director Report  D.15. PRIDE Resolution  Motion: 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 process  Accounts: 320000, 315000, 370000,463000, 570000, 781000  Motion: I move to approve the payment plans as presented.  Moved: Carol Baughman, Cheryl Miller  Motion 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 presented  Moved: Cheryl Miller, John Fairchild  Motion 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 Miller  Discussion: Motion wording  Amended Motion: I move we purchase a 54” snow blade for the four-wheeler, not to exceed $850.  Moved: Carol Baughman, Cheryl Miller  Motion 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 Miller  Motion Carried (5-0) |
| COUNCIL ACTION/DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT ACTION ITEM: 2020 GAAP WAIVER  (H.4.b) | Discussion: Resolution No. 2020-02, GAAP Waiver  Motion: I move to accept Resolution No. 2020-02  Moved: Carol Baughman, Cheryl Miller  Motion 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 Miller  Motion 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 session  Motion: 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 Miller  Motion 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 Curtis  Motion 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 Miller  Motion Carried: (5-0) |
| Respectfully submitted,  LaVerna Gray  Overbrook Assistant City Clerk  Approved February 12, 2020 |  |