

**Council Meeting Minutes**  
**City of Overbrook**  
**Overbrook City Hall**  
**July 12, 2023, 6:00 pm**

<p>A. Call to order, Roll Call</p>	<p>Mayor Jon Brady called the meeting to order at 6:00.</p> <p><b>Mayor Jon Brady</b> - present <b>Council Members:</b> Carol Baughman – on way, arrived at 6:10pm Cheryl Miller – present John Fairchild – absent Caitlin Curtis – present Angela Mordecai- present</p> <p>We have a quorum. <b>Others present:</b> Eric Carlson Police Chief, Kyle Sederstrom Librarian, Polly Berkley Library Board Member</p>
<p>B.</p>	<p>Resignation of Council Member and appointment of new Council Member</p> <p>Mayor Brady presented note from Laurie Shuck, Sister and Power of Attorney for Council Member John Fairchild, that indicated her belief that Council Member Fairchild could no longer fulfill his duties as Council Member due to medical reasons and she was submitting his resignation. Mayor Brady asked for the Council to accept the resignation. Following discussion, Angela Mordecai (Cheryl Miller) moved to accept the resignation of Council Member John Fairchild. The motion was approved 3-0. Carol Baughman arrived. Mayor Brady and the Council all mentioned that they appreciated John’s service to our community and enjoyed his time on the Council.</p> <p>Following discussion, Mayor Brady presented Kyle Maichel for appointment to the open Council Member position. Cheryl Miller (Angela Mordecai) moved to appoint Kyle Maichel. Motion carried 4-0. Kyle was not able to attend tonight due to a last minute business conflict.</p> <p>Mayor Brady mentioned that the weather forecast called for possible severe weather in our area which might result in an early adjournment of the meeting.</p>

<p>C.</p>	<p>Angela Mordecai (Cheryl Miller) moved to amend the Agenda to have representatives from the Library discuss their budget as E.2, moving the Water project discussion to E.3. Motion carried 4-0.</p>
<p>D. Consent Agenda</p>	<p>I move to approve the consent agenda.          Angela Mordecai, Cheryl Miller          Passed (4-0)</p>
<p>E. Special Reports</p>	<p>E.1 Dan Rukes from the Osage County Herald-Chronicle presented information on the upcoming Osage County Tourism Guide which they publish every two years. Following discussion, we'll get new pictures to Dan and Cheryl Miller (Carol Baughman) moved to purchase a full-page ad for \$725 and two 1/8-inch ads. Motion carried 4-0. Aim to have new photos to Dan by end of July.</p> <p>E.2 Kyle Sederstrom and Polly Berkley were in attendance to present the 2024 Library Budget proposal for the Council to review. There was discussion about rising utility costs being the biggest hurdle. We also discussed the need to address the gutter draining on to the sidewalk as well as the water meter location. No further action was taken at this time as the City Budget for 2024 will be reviewed for approval over the next couple of months. Our Revenue Neutral Rate Hearing will be held in conjunction with our 2024 Budget hearing at our September 13, 2023, City Council Meeting.</p> <p>E.3 Water Project – Ben Kramer was in attendance to discuss the water project. Mayor Brady illustrated that the approximate \$156,000 additional project cost will make our debt service around \$142,000/year for the first 20 years and then \$126,000/year for the next 20. Ben Kramer described how he viewed grass planted by Carstensen that hasn't grown yet differently than saying it was all warranty. We discussed additional reasons to charge liquidated damages. Angela Mordecai (Caitlin Curtis) moved to approve submitting KDHE Pay Request #24. We anticipate that we will withhold dollars from Carstensen's Pay Request #20. This motion passed 4-0. We will want to have additional discussion to finalize the amount withheld.</p> <p>Next, we discussed the Kramer pay request. Ben Kramer indicated that a pay request from April in the amount of \$ had not been voted on. Angela Mordecai (Carol Baughman) moved that we pay Kramer (after validating the previous invoice had not been paid). Motion carried 4-0.</p> <p>Mayor Brady discussed the next steps for the project. KDHE will review the pay app, we'll need to get all the lien releases and issues summarized from the final walk through, Sarah at Rural Development</p>

July Council Minutes 2023

	<p>will get to work with Bond Council, we'll be working with Brenda Diegel at KDHE about the repayment schedule, and our best estimate is that the process will take 60-90 days.</p> <p>There was additional discussion about Liquidated Damages.</p> <p>Cheryl Miller (Carol Baughman) moved to reserve the right to charge 27 days of Liquidated Damages (the # of days that Final Completion was extended). Motion carried 4-0.</p> <p>We'll talk more at the July 4<sup>th</sup> Friday Work Session.</p>
F. Public Comments	None
G. Council Action/Discussion Items	<p>G.1 Treasurers Report: Review of the treasurer's report. Figures are high in General and in the Water fund.</p> <p>I move to approve the treasurers Report Angela, Carol Passed (4-0)</p> <p>Lots of work to do in July to get to Denali.</p>
G.2 Public Safety Action Item	<p>G.2 Public Safety: Chief Carlson presented an update to add 20 MPH School Zone Speed Limit to Ordinance 13-2. Following discussion, Caitlin Curtis (Angela Mordecai) moved to approve the update. Motion carried 4-0.</p> <p>The Public Safety Committee will paint the cross walks on Maple Street. August 1<sup>st</sup> is the National Night Out Celebration.</p>
G.3 Maintenance Dept Action	<p>We had a discussion regarding Sewer Compliance.</p> <p>The Council asked the Clerk to check on state regulations for smoking in a city-owned vehicle.</p>
BREAK	At 8:15PM, we had a two-minute break, returned at 8:17PM.
G.4 Administration Dept. Action Items	<p>G.4.a Budget Resolution Following budget discussion including the dates and steps required, Carol Baughman (Cheryl Miller) moved to let the County Clerk know of our intent to exceed the RNR. Motion carried 4-0.</p> <p>G.4.b Following discussion, a request was made to increase the Park and Rec Visa limit from \$1,500 to \$3,000, the Admin Visa limit</p>

	<p>from \$1,000 to \$1,500, the Maintenance Visa from \$750 to \$1,500, and the Public Safety Visa from \$750 to \$1,000.  This would move our overall limit from \$4,000 to \$7,000.  This would eliminate the need to pay the Visa bill more than one time per month.  We'll continue working on the approval process and the monitoring of receipts.</p> <p>Carol Baughman (Cheryl Miller) moved to approve the request as submitted. Motion carried 4-0.</p> <p>G.4.c The Cleaning RFQ has been sent out and will be back in time for the August Council Meeting.</p>
<p>G.5 Pool Action Items</p>	<p>The pool is running on no skimmers. The lifeguards are having to do more cleaning. It is manageable right now. We will need to look at the pool in the budget for next year.</p>
<p>G.6 OPR Action Items</p>	<p>None</p>
<p>H. Unfinished Business</p>	<p>H.1 Review of Policies for Leaks and Outside Watering</p> <p>We looked at the summary figures for the last 3 months. Consensus was to discuss further at the next Council meeting.</p> <p>H.2 Drought Emergency Plan</p> <p>We held discussion regarding our drought emergency plan. We will keep an eye on the area drought status as we hope for more rain!</p> <p>H.3 Geotech, Inc. Proposal for Surveying</p> <p>Further information received from Geotech was discussed. Cheryl Miller (Carol Baughman) moved to rescind the approval amount from last meeting of \$3,000 and increase it to \$3,200 for the project. Motion carried 4-0.</p> <p>There was a question about the grant that Bonnie Butel was working on. The grant was discussed but no actions were taken.</p>
<p>I. New Business</p>	<p>I.1 Neptune R900 Belt Clip discussion wait until we know more about the final project costs before we decide on this item. Please follow-up in three months.</p>

July Council Minutes 2023

	<p>I.2 Review of Solid Waste Collection and Prices Discussion: Compare prices and then review with Michael Coffman.</p> <p>I.3 City Fireworks Donation amount to PRIDE following discussion, believe was approved before. We will review and advise.</p>
<p>J. Council Members Comments</p>	<p>Carol – None            Cheryl – General comments.            Cait – Discussed the energy bill increase at the Library- wondered if the Community Room design was insulated and if so, was the R Value sufficient? Are there any Solar Options we should explore? Cait also asked about spraying at the Booster Pump Station.            Angela – Can we move the work session to the evening? Mayor Brady suggested that we send a list of possible dates to Becky Coltrane.</p> <p>Jim – County Commissioner Heather Kuder will be attending the next City Council Meeting.</p>
<p>K. Mayor Comments</p>	<p>Mayor Brady asked who all was going to the Mayor’s Summit in Burlingame as well as the County Economic Development Seminar in early August?</p> <p>Jon also discussed the Peterson Foundation grant proposal deadline on July 20<sup>th</sup>. It is a Community related grant with a 50/50 match.</p>
<p>L. Adjournment</p>	<p>I move to adjourn the meeting. 9:31pm            Angela Mordecai, Carol Baughman            Passed(4-0)</p>
<p>Respectfully Submitted            Jim Koger            City Clerk            APPROVED August 9<sup>th</sup>, 2023</p>	