

City of Overbrook
Overbrook City Hall
March 4th, 2026 6:00pm

<p>A. Call to order, Roll Call</p>	<p>Mayor Jon Brady called the meeting to order at 6:00pm.</p> <p>Mayor Jon Brady – Present Council Members: Polly Berkley- Present Cheryl Miller – Present Kyle Maichel – Present in late at 6:03 Hanna Smith – Present Matt Craig – Present</p> <p>We have a quorum.</p> <p>Others present: Becky Coltrane City Clerk, Bailey Lang Assistant City Clerk, Eric Carlson Police Chief, Danny Gamblin Head of Maintenance, Brent Newton, and Jeremy Roddery.</p>
<p>B. Commendation</p>	
<p>C. Approval Agenda</p>	<p>I move to approve the agenda.</p> <p>(Polly, Cheryl) Passed (4-0)</p>
<p>D. Approval Consent Agenda</p>	<p>I move to approve the consent Agenda as presented. (Polly, Cheryl) Passed (5-0)</p> <p>D.8 library board resignation, and a letter of introduction in the packet to join library board.</p> <p>I move to approve to approve Jayden Linqvist to join the library board. (Polly, Cheryl) Passed (5-0)</p>
<p>E. Special Reports:</p>	<p>E1. Sewer Project Updates-Preconstruction Meeting March 19 at 1:30pm.</p>
<p>F. Public Comment</p>	<p>F.1</p>

	NONE
G.1. Maintenance Action Items	<p>G.1 Sargent Drilling inspected Well #2 and removed the tubing in order to video the casing. Due to the condition of the casing, the only viable option would be to drill a new well in the same general area. However, the well is located in rock and Sargent Drilling does not have the equipment necessary to complete that type of drilling.</p> <p>Well #2 has been shut off for over a year, and without it the system could be strained if another well needs service. The City does have a rural water contract to assist in an emergency. Cost to redrill is unknown, and the City is awaiting video footage of the casing.</p> <p>No issues with sewer this month.</p> <p>Streets are currently in good condition overall, though some pothole patching will be needed. All street work at The Feed Bunk has been completed.</p> <p>Danny has been in contact with the county and state regarding the water issue at the northeast corner of Highway 56 and Maple near Rock Creek Café. They plan to investigate the source of the water by digging in the area. The proposed solution includes creating a ditch to direct the water into the nearby waterway and installing a drain.</p> <p>A sinkhole near the Co-Op and Pinnacle was found to be caused by a smaller culvert pipe inserted into a larger pipe that was not properly sealed. Maintenance plans to excavate from the 36-inch culvert to the sinkhole, connect to solid pipe, install new culvert, and tie it into the ditch.</p> <p>Kyle would like an engineer to look at it and give us some ideas and information. Jon will reach out to a few firms and see if they can check it out. Get some better barricades in the road.</p>
G. 2. OPR Action Items:	<p>G2. The work on the concessions bathrooms is underway. The doors have been installed, the girls' bathroom has been painted, and the boys' bathroom will be painted tomorrow.</p> <p>Tiles still need to be patched or replaced. One toilet in the women's restroom will need to be removed to make the stall ADA accessible and install grab rails. Faucet handles and an epoxy floor are also needed.</p> <p>I make a motion to approve 2 new toilets, grab bars, correct handles for sinks. (Polly, Cheryl) (5-0)</p>

G.3 Pool Action Items	<p>G3. Slide information: couple options for slide for pool- for a few thousand dollars, would be placed at NW corner of pool 5 ft deep.</p> <p>Council wants to investigate this more before making a decision. Plenty of work on pool house to keep busy. Flanges ordered and on the way.</p>
G.4. Public Safety action items	G.4 None.
G.5 Financial Report	<p>G5. Financial Report: The City is currently breaking even on water with the new water rates, which include trash service. However, trash expenses are still higher than the revenue coming in. After discussion, Kyle indicated he is comfortable with the current trash rates and does not plan to increase them at this time.</p> <p>The City plans to apply for a CDBG grant for sidewalk improvements on Main Street and 4th Street. Public Works will also continue patching potholes and completing ditch work.</p> <p>A lead and copper notification letter will be sent to residents after an error was discovered in recording two testing sites that were not corrected when originally submitted. The report has since been fixed, but a notification letter is still required. The upcoming newsletter will also include a reminder about proper trash dumping.</p> <p>I make a motion to approve the treasurer's report (Kyle, Polly) (5-0)</p>
G.6 Administrative Action Items	<p>G6a: Executive Session- K.S. A. 75-4319 (b)(1) non-elected personnel</p> <p>I move that the governing body recess into an executive session to discuss non-elected personnel merit raises in pursuant to the K.S. A. 75-4319 (b)(1). The open meeting will resume in 15 minutes at 7:20. Motion made by Polly and 2nd by Hanna. Coming out of executive session at 7:35. Those present will be council members, city clerk, and mayor.</p> <p>No actions and no decisions were made.</p>
	<p>G6b. Merit Raises approval Performance reviews for 2025 I make a motion to approve raises. (Cheryl, Hanna) (5-0)</p>
	G6c. Executive Session- K.S. A. 75-4319 (b)(2) consultation with attorney for contract negotiations.

	<p>I move that the governing body recess into an executive session to discuss contract negotiations with attorney in pursuant to the K.S. A. 75-4319 (b)(1). The open meeting will resume in 20 minutes at Overbrook City Hall at 7:40. Motion made by Matt and 2nd by Polly. Coming out of executive session at 8:00. Those present will be council members, city clerk, mayor, and attorney.</p> <p>Motion to recess back into exec session for 15 minutes I move that the governing body recess into an executive session to discuss contract negotiations with attorney in pursuant to the K.S. A. 75-4319 (b)(1). The open meeting will resume in 15 minutes at Overbrook City Hall at 8:03. Motion made by Matt and 2nd by Polly. Coming out of executive session at 8:19. Those present will be council members, city clerk, mayor, and attorney.</p> <p>No actions and no decisions were made.</p>
	<p>G6d. City Insurance Review I make a motion to approve the insurance. (Matt, Cheryl) (5-0)</p>
	<p>G6e.</p>
<p>H. Unfinished Business</p>	<p>H.1 Burn Ban Resolution with the County- citizens would be required to get a burn permit for burning. Publish in newsletter that we are following counties resolution.</p> <p>I make a motion to approve the burn ban resolution pending Pats review. (Hanna, Polly) (5-0)</p> <p>H. 2 Mayor’s Summit review of Meeting- The conference was helpful in learning about common challenges cities face and potential funding opportunities. There was discussion about creating an Osage County–style directory of services and businesses, adding links to local businesses on the City website, and highlighting businesses in the newsletter.</p> <p>H. 3 The school board is reviewing options for restructuring, considering bussing and the proximity of the middle and grade schools. Scranton has been closed, and the City is advocating to keep Overbrook School open. No decisions have been made yet on whether to operate two or three schools or if and when a bond will be proposed.</p> <p>H. 4 2018 Building Codes – planning and zoning does not have an update. They are still working through the process. We will follow up on link to the actual codes, as well as needing a fee structure for said codes.</p>
<p>I. New Business</p>	<p>II. Old Fire Station Auction- on the 13th of April at 6pm.</p>

	<p>I2. LED Lighting upgrade proposal- The Library is the most expensive to update to LED lighting. The council would like to find out more information on the grant offered through everygy.</p> <p>I3. Osage County Guide – page quote gets updated every two years, we have to have our information in by march.</p> <p>I make a motion to approve putting in an ad in the Osage County Guide. Kyle, Polly (5-0)</p> <p>I4. Osage County Connecting Links – (sign or not) We do not sign, the county maintains the center line.</p> <p>I make a motion to approve to not sign. (Hanna, Matt) (5-0)</p> <p>I5. Stipend for Planning and zoning minutes taker- would like council like to pay her a small stipend for taking minutes.</p>
J. Mayor Comments	<p>Several projects are underway, including updates to downtown and relocating benches for a refreshed look. Residents are reminded that Washburn students are in town conducting interviews and working on the City’s comprehensive plan. A survey is available on the City’s Facebook page for community input.</p>
K. Adjournment	<p>I move to adjourn at 9:08. (Polly, Matt) Passed (5-0) passed</p>
<p>Respectfully Submitted Bailey Lang Assistant City Clerk APPROVED March 8th, 2026</p>	