

**MINUTES  
COUNCIL MEETING  
CITY OF OVERBROOK, OVERBROOK CITY HALL  
401 MAPLE STREET  
May 13, 2020**

<p>CALL TO ORDER, ROLL CALL (A)</p>	<p>Mayor Jon Brady called the May 13, 2020 Council Meeting to order at 7:17 pm in Overbrook City Hall, 401 Maple, Overbrook, Kansas. This is a virtual meeting through Microsoft Teams due to COVID-19. This meeting is open to the public. We had a delayed start due to technical difficulties <b>Mayor Jon Brady</b> – present <b>Council Members:</b> Carol Baughman - present Cheryl Miller- present John Fairchild- present Phoenix Anschutz - present Caitlyn Curtis - present <b>Others Present:</b> Jim Koger LaVerna Gray Cathy Sowers</p>
<p>APPROVAL OF AGENDA: (B)</p>	<p>Discussion: Agenda reviewed.  Motion: I move to approve the agenda as written. Moved: Carol Baughman, John Fairchild Motion Carried: (5-0)</p>
<p>CONSENT AGENDA: (C)</p>	<p>C.1 Minutes – 04/08/20 Regular Council Mtg, we did not have an April Work Session. C.2 Warrants C.3 Request to Shred City Documents C.4 Planning Commission Report P&amp;Z Minutes C.5 Zoning Administrator Report C.6 Housing Authority Board Report C.7 Water Distribution System Report C.8 Council Work Order List C.9 Library Board Report C.10 Law Department/Animal Control Report C.11 Code Compliance Report C.12 Maintenance Department Report C.13 City Clerk Report C.14 OPR Director Report  Discussion: April 30, 2020 Special Meeting notes were approved by consensus.</p>

	<p>Motion: I move to approve the consent agenda  Moved: Carol Baughman, John Fairchild  Motion Carried: (5-0)</p>
<p>SPECIAL REPORTS:  (D)</p>	<p>None</p>
<p>PUBLIC COMMENTS:  (E)</p>	<p>None</p>
<p>UTILITY BILLING  ACCOUNT HEARINGS:  (F)</p>	<p>None due to Governor Order re:COVID-19  13 accounts were paid by anonymous donation.</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS:  TREASURER REPORT:  CATHY SOWERS  (G.1)</p>	<p>Discussion: Treasurer’s Report   Motion: I move to approve the Treasurer’s Report  Moved: Cheryl Miller, Phoenix Anschutz  Motion Carried (5-0)</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS: POLICE  DEPARTMENT: ACTION  ITEM  (G.2)</p>	<p>No action items</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS:  MAINTENANCE  DEPARTMENT: ACTION  ITEM  (G.3)</p>	<p>No action items</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS:  ADMINISTRATION  DEPARTMENT:  REAPPOINTMENT OF NON-  ELECTED PERSONNEL  (G.4a)</p>	<p>Discussion: Reappointment of non-elected personnel   Motion: I move to reappoint all non-elected personnel.  Moved: Carol Baughman, Cheryl Miller  Motion Carried: (5-0)</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS:  ADMINISTRATION  DEPARTMENT: METER  READER  (G.4b)</p>	<p>Discussion: meter reader requested pay increase   Motion: I move to offer the meter reader a raise in pay to  \$.85 per meter  Moved: Carol Baughman, John Fairchild  Motion Carried (5-0)</p>
<p>COUNCIL ACTION/  DISCUSSION ITEMS:  ADMINISTRATION  DEPARTMENT: BEEHIVE  (G.4c)</p>	<p>Discussion: requested placement of a beehive at the  lagoons: Consensus was to allow a beehive at the lagoons  with the County’s approval.</p>

	<p>Also, at a future council meeting, a discrepancy found between a zoning article and the City’s animal ordinance will be addressed.</p>
<p>COUNCIL ACTION/ DISCUSSION ITEMS: ADMINISTRATION DEPARTMENT: HEALTH SAVINGS ACCOUNT (G.4d)</p>	<p>Discussion: tabled until the next council meeting.</p>
<p>COUNCIL ACTION/ DISCUSSION ITEMS: PARK &amp; REC: ACTION ITEM (G.5)</p>	<p>No action item</p>
<p>COUNCIL ACTION/ DISCUSSION ITEMS: SWIMMING POOL: ACTION ITEM (G.6)</p>	<p>Discussion: Opening the pool with COVID-19 considerations. Discussed what surrounding towns are doing. How to provide services to all strata of the population. Consensus met: The intent is to open the pool on June 15. The date can change depending on the virus a final decision will be made at the June Council Meeting. Special Cleaning rules for use of shared equipment will need to be considered. Chemicals, paint, crack in pool, chemical monitoring, Trent will give bids on chemicals and chemical testing equipment to LaVerna.</p> <p>Motion: I move to give Jon Brade or Jim Koger the authority to purchase pool chemicals. Moved: Cheryl Miller, Carol Baughman Motion Carried: (5-0)</p>
<p>UNFINISHED BUSINESS: WATER DISTSRIBUTION PROJECT/SEWER UPDATE: ACTION ITEM (H.1)</p>	<p>Discussion: Ordinance 420 regarding the execution of a loan between the City of Overbrook and the State of Kansas</p> <p>Motion: I move to approve Ordinance 420 Moved: Cheryl Miller, John Fairchild Motion Carried (5-0)</p> <p>Discussion: Cosgrove Web and Omen letter regarding fee estimate and agreement. Jim Koger will ask Michael Coffman to review the letters.</p> <p>Discussion: debt service payments and spending reserves. Motion: I move to pay off the KDHE Waterline Loan Moved: Cheryl Miller, Carol Baughman Motion Carried: (5-0)</p>

	Discussion: Cathy Sowers will reschedule the audit meeting with Jim Long.
UNFINISHED BUSINESS: OTHER UNFINISHED BUSINESS (H.2)	None
NEW BUSINESS: INITIAL REVIEW OF DRAFT ORDINANCE REQUIRING NUMBERS ON BUILDINGS (I.1)	Discussion: Draft ordinance was presented for an initial review. Will place on the June Council Meeting agenda for approval. Jim Koger will ask for public comment.
NEW BUSINESS: FIREWORK ORDINANCE: (I.2)	Discussion: Cheryl Miller received feedback from residents following July 2019 celebrations: requested shortened hours and number of days. Will get public input. Cheryl Miller will work with Jim Koger on possible revision of the Firework Ordinance.
NEW BUSINESS: DISCUSS REPAIR/REPLACEMENT OF MESSAGE SIGN (I.3)	Discussion: Damaged in May 5 <sup>th</sup> storm. Repair or other option? LED? Carol Baughman, Cheryl Miller, Caitlin Curtis and LaVerna Gray will serve on a committee to explore options for replacement.
NEW BUSINESS: OTHER NEW BUSINESS (I.4)	Discussion: Ad for appreciation of help following storm on May 5 <sup>th</sup> and the COVID-19 response. LaVerna will send out an e-mail requesting input from the Council on an ad.
COUNCIL MEMBER COMMENTS: (J)	<p>Cheryl Miller praised Overbrook City staff on their work cleaning-up after storm</p> <p>Jim Koger appreciates the patience shown with setting up a virtual meeting, and thanked Cheryl Miller for her Thank You note.</p> <p>Jim Koger announced work he is doing work with Mayor Brady on a CDBG grant that may help local businesses with payroll following the impact on businesses due to COVID-19.</p> <p>LaVerna Gray stated that she had lived in several small towns and has found Overbrook to be outstanding in the way the residents care for each other and has seen many examples of neighbors helping neighbors.</p> <p>Cathy Sowers –The CDBG grant and fireworks ordinance draft can be the topic for the May 27 work session. All agreed</p>

MAYOR COMMENTS: (K)	We are looking at the CDBG grant designed to support local businesses, and will seek input from the council. Certainly, want to give our businesses any help we can.
ADJOURNMENT: (L)	Mayor Jon Brady called for a motion to adjourn. Motion: I move to adjourn at 9:21 pm. Moved: Carol Baughman, Cheryl Miller Motion Carried: (5-0)
Respectfully submitted, LaVerna Gray Overbrook Assistant City Clerk APPROVED June 10, 2020	