

**City of Overbrook
Overbrook City Hall
November 12th, 2025
6:00pm**

A. Call to order, Roll Call	<p>Mayor Jon Brady called the meeting to order at 6:02pm.</p> <p>Mayor Jon Brady – Present</p> <p>Council Members:</p> <p>Carol Baughman –Absent Cheryl Miller – Present Kyle Maichel –Present Hanna Smith – Absent 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 left at 8:30pm, Eli Rolla 6:41 left at 9:00pm.</p>
B.	
C. Approval Agenda	<p>I move to approve the agenda.</p> <p>(Matt, Cheryl) Passed (3-0)</p>
D. Approval Consent Agenda	<p>I move to approve the consent Agenda as presented.</p> <p>(Matt, Cheryl) Passed (3-0)</p>
E. Special Reports:	E1.
F. Public Comment	F.1 none
G.1. Maintenance Action Items	<p>Dump Truck: Repairs on the dump truck's scissor lift are currently underway.</p> <p>Winter Prep: The snow blower is being serviced; we're waiting on a cable repair before picking it up. This blower will be used for clearing sidewalks around the lake, the walkway to the pool, and the ball fields.</p>
G. 2. OPR Action Items: none	G2.

G.3 Pool Action Items	<p>Pool: Midwest Pool is scheduled to come either this week or next to winterize the pool.</p> <p>Pickleball Courts: The pickleball bathrooms will be winterized before Thanksgiving.</p> <p>Winter Supplies: Salt and sand have been ordered (30 tons total). A pallet of ice melt will also be ordered to ensure safe use on the new sidewalks.</p>
G.4. Public Safety action items	<p>G.4a.</p> <p>Rat problem in teachers' loop (Surrey and Devon area) cooks nuisance control:</p> <p>Council would like to hire Cooks Nuisance Control to investigate rat problems and help us find a solution to elevate the rat problem.</p>
G.5 Financial Report	<p>Report/02 water fund review:</p> <p>Receipts and disbursements- negatives for pool, parks and rec, public safety. Amend budget for law expenses. Look closer at distributions and validate amounts, and coding.</p> <p>Equipment reserve has doubled paid for this year's loan payment- could be paid off next year.</p> <p>I make a motion to approve treasures report (Cheryl, Matt) (3-0) passed</p> <p>Water fund review:</p> <p>The reimbursement check for the sewer project is expected to arrive soon. Council approved the final project plans, and construction documents will be prepared for bidding during the second week of January. The project is anticipated to begin in summer 2026 and be completed in 2027.</p>
G.6 Administrative Action Items	<p>G6a. Caseys CMB License:</p> <p>I make a motion to approve their license. (Kyle, Matt) (3-0)</p> <p>G6b. Payout of unused vacation:</p> <p>Police Chief Eric Carlson to sell back vacation time.</p> <p>Make a motion to sell back unused vacation time (Cheryl, Kyle) (3-0) motion passed</p> <p>G6e.</p>

	G6b.
	G6c.
	G6d.
	G6e.
H. Unfinished Business	<p>H. 1 Review of Planning and Zoning Appendix A: Table Appendix A</p> <p>H. 2 Fire station Purchase Review Offer to go to fireboard: Waiting for fire board meeting for approval for the cities bid to purchase old fire station.</p> <p>Long term plan for the city, use outside funding to fix upstairs and remodel for police station.</p> <p>I make a motion to sign purchase contract and give it to fire board for approval (Kyle, Cheryl) (3-0)</p> <p>Edit utility Agreement to add 20 years then renegotiate. I make a motion to approval the changes to present to board (Cheryl, Kyle) (3-0)</p> <p>H. 3 Street Project Review: Council discussed recent work completed by Bettis. After reviewing their bids more closely, it was noted that future project requests will need to include more detailed descriptions of the work required. Council also expressed concerns about the quality of workmanship. 1st Street, from Cedar to the cemetery, has been considered for chip and seal for over 10 years</p> <p>Council discussed that if milling is not going to be done, chip and seal may be the preferred route to help maintain more level road surfaces—especially around sewer lids—as uneven surfaces can damage equipment and the roadway. The group also briefly discussed contract damage provisions.</p>

	<p>Happy news- Christmas decorations by 23rd of this month. Tree trimming low hanging limbs, 1st part of December down maple street.</p>
I. New Business	<p>I1. Comprehensive Plan – purpose, review current one, Washburn students to update, paid internship: They would like to take on our plan for next year, are we interested in a paid internship for a semester next year. 2-3 interns as most for 10-20 hours a week for 3 months. \$500 per semester per intern.</p> <p>I make a motion to invite no more than 3 students \$2,000 or less. (Cheryl, Matt) 3-0</p> <p>I2. Complaints; Chicken Ordinance-informal complaints of chickens, discussion, No decisions were made; formal complaint will need to be filled.</p> <p>611 cedar skeletons: No decisions were made.</p> <p>Consensus from the council on anonymous complaints- they will not be recognized by council.</p> <p>I make a motion to approve (Matt, Hanna) (3-0)</p> <p>I3. Rural Water Billing Increase 2026: 02(water) fund to break apart payment from trash and recycling, separate revenue for only water expenses. Water income to water outgoing funds. Water for entire year- more disbursements than receiving funds. Details to be discussed at next council work session. No decisions were made.</p> <p>I4. Anshutz Law Engagement Letter/Contract: Agreement to set terms for attorney agreement. \$125 per hour. I make a motion to sign agreement (Cheryl, Kyle) (3-0)</p> <p>I5. Review and/or Approve FMLA Policy: I make a motion to approve the policy and have it go through the council to approve appropriate time off. (Cheryl, Matt)</p>

	<p>(3-0)</p> <p>UNFINISHED BUSINESS Memorial for carol for pickleball- have them decide what they'd like to do and let us know.</p> <p>I6a. End of year Report and publicizing all the good we have accomplished: accomplishments to post publicly. Be ready for January newsletter.</p> <p>I6b. 6 Work Session to Dec. 5:</p>
J. Council Members Comments	<p>Carol- NA</p> <p>Cheryl – I think we're going a great job. I am happy you are still mayor.</p> <p>Hanna- NA</p> <p>Matt – good job guest for coming and for asking questions.</p> <p>Kyle – we should all be happy elections went they went the way they did.</p> <p>Jon: you guys (high school boys) did a good job at the library (community service, cleaned up the flower beds, weeded and cleaned up Veterans memorial at the lake) - talking to Eli. I appreciate everyone's work, and discussion. Reconvene next month, thanks for everyone's work throughout the year. I have a lot to be thankful for from the town. Now let's get stuff going, get some momentum and get things done.</p> <p>Becky- City workers killed it while I was gone on training, completed year 3 of clerk training.</p> <p>Bailey- Good job talking guys, now I have to use less comp time this week, for taking Monday off.</p> <p>Eli: It was interesting- kind of a lot sometimes.</p>
K. Mayor Comments	
L. Adjournment	<p>I am moving to adjourn (Kyle, Cheryl) Passed (3-0) passed</p>
Respectfully Submitted Bailey Lang Assistant City Clerk Approved Dec 10 th , 2025	

