

City of Overbrook
Overbrook City Hall
November 8, 2023 6:00pm

<p>A. Call to order, Roll Call</p>	<p>The Mayor would like to thank all the Veterans for their service. Mayor Jon Brady called the meeting to order at 6:00pm.</p> <p>Mayor Jon Brady - present Council Members: Carol Baughman – present Cheryl Miller – present Kyle Maichel – present Caitlin Curtis – present Angela Mordeci-absent</p> <p>We have a quorum.</p> <p>Others present: Becky Coltrane Assistant City Clerk, Eric Carlson Police Chief, Hanna and Rodney Smith arrived 6:05, Bear Willmont arrived 6:15, Calvin Young arrived 6:20,</p>
<p>B.</p>	
<p>C. Agenda</p>	<p>Talk about RW during the Water project discussion, executive session after G.6, Move Planning and Zoning up in Agenda when Bear (planning and zoning admin).</p> <p>I move to approve the Agenda as amended. Carol, Cait Passed (4-0)</p>
<p>D. Consent Agenda</p>	<p>I move to approve the Consent Agenda Carol, Cait Passed (4-0)</p>
<p>E. Special Reports E.1 Water Project E. 2 CDBG Commercial Rehab documents</p>	<p>E.1 Rural Water agreement. We have presented them with a plan and we are waiting on them to review and let us know.</p> <p>E.1 Water Project - Central tank came back to fix some spots on the water tower. Movement of water meter pit on Meier property. It has been proposed to split the cost 3 ways, with Nate, Kramer and us.</p> <p>I move to go ahead to pay Carstensen. Carol, Cheryl</p>

passed(4-0)

We need to Validate if the library got the correct piece for the meter.

Recommendation that if we have to fix something that is under warranty that we hire a professional to complete that task, to keep a paper trail and keep it cleaner, when we submit for warranty claims.

G.4a (moved up from G) Planning and Zoning Manufactured Home Definition as defined by the planning and zoning.

I move to approve the change to the zone ordinance for the definition of a manufactured home.

Chery, Cait

passed (4-0)

G.4a.1 Planning and Zoning (moved up from G) Concerns of our planning and zoning permit for daycares in commercial zones. Our planning and zoning codes are very confusing in this aspect. We can establish that there are issues with consistency in our planning and zoning codes. Discussion on changing the one issue so Brookside daycare can move forward with their licensing.

I move to change appendix A in the city's zoning regulations for day care centers and day care home to be permitted in a commercial zone.

Cheryl, Carol

passed (4-0)

Council would like to task planning and zoning to review the entire table by the December council meeting.

Bear discussed the resolution he presented from last month. Would like to discuss it again, to see if there are anymore comments or questions. Planning and Zoning are ready for the council to make a decision, and if the council would like to open it up to the residents of the city for discussion.

Discussion of "drawing". By an Architect or anyone. Kyle would like to publish the information to give the citizens an opportunity to review this before we adopt.

I move to adopt the zoning 2018 codes and 2006 Energy codes as presented.

Cait, Carol

amend motion to add: a town hall meeting in December to review the codes and the review process with the public.

Discussion on procedure of how the codes will be reviewed.

	<p><i>amend motion to add: codes will go into effect March 1, 2024.</i></p> <p><i>Final Motion “I move to adopt the zoning 2018 codes and the 2006 energy codes as presented and to hold a town hall meeting in December to review the codes and the review process with the public. The codes will go into effect on March 1, 2024. passed (3-1)</i></p> <p><i>planning and zoning has been tasked to nail down a specific review process for plans.</i></p> <p><i>planning and zoning town hall meeting December 6th at 6:00pm</i></p> <p>Finish E</p> <p>Discussion on Hiring Schwab Eaton (Engineering) to task specific items such as the new fire building sewer and water . Review of contract with Schwab Eaton.</p> <p>I move to enter into the professional services agreement with Schwab Eaton as presented.</p> <p>Kyle, Carol</p> <p>passed (4-0)</p> <p>E.2 CDBG Documents for the Garrett Property at 8th and Santa Fe Trail.</p> <p>I move to approve to sign the documents for the Garrett Property CDBG Grant after approval from the city attorney.</p> <p>Cait, Carol</p> <p>passed (4-0)</p>
F. Public Comments	No public comments
G.1 Treasurers Report	<p>G.1a Review of spreadsheet of balances. One area--Sewer needs to be reviewed. Reports are looking better. Discussion of adjusting payroll check to Fridays. Task to Becky and Jim to get the payroll change information with paperwork to present at next meeting.</p> <p>I move to approve the treasures report.</p> <p>Cheryl, Carol</p> <p>Passed (4-0)</p>
G.2. Public Safety	Property abatement, Inman property - 60 days to provide info

	about property.
G.3. Maintenance	Danny submitted his November schedule for the council to see. Talked to Jon about valve exercising and fire Hydrants with #'s etc. Re-using the millings from the paving to put in the alleys. Some being stored at the sewer ponds. It will be placed somewhere around town by the summer. Question about the draining and ditches that are being cleaned out, how are the priorities set on which ditch is getting done. Infrastructure is working on a process to work within the right of way to try to get some of these problems solved.
G.4. Administration	<p>Executive Session I move to go into executive session at 8:14 for 5 mins to receive and evaluate complaint brought against a public officer or employee. Executive session will include City Clerk, asst City Clerk and Police Chief.</p> <p>Cait, Carol Passed (4-0) return from executive session at 8:20 no actions no decisions were made.</p> <p>G.4.c Mercury Broad Band proposal - review of franchise fees that could be charged to mercury. Ground Breaking for them on Friday at the city lake rotary shelter. Review of the map from Mercury about where they are wanting to place their lines.</p> <p>I move to allow Mercury Broadband to use our road right away to install broadband. Amend it to: avoid water lines from previous water project work.</p> <p>Cheryl, Cait Passed (4-0)</p> <p>Franchise fees question? The council would like for more information on franchise fee.</p>
G.5. Pool	None
G.6. OPR	<p>I move to go into executive session with everyone in the room for 10 min. to discuss non-elected personnel. Cait, Cheryl Passed (4-0) Out of executive session, no action, no decisions were made.</p>
H.1	H.1 Follow up with Danny and the crosswalks.

<p>I. New Business</p>	<p>I.1 Review Accrued Vacation Buy Back Approved</p> <p>I.2 New Business - Insurance Stuff - we chose a different insurance plan, it has come to our attention that some items have not been as beneficial to the employee as it we thought it would be. It is suggested to review our policy, cost, out of pocket expenses for this particular plan.</p> <p>Jon will make a mercury broadband statement at the ground breaking ceremony.</p> <p>I move to send Danny and Chayt to be training on the city's equipment with the cost being no more than \$2,500. Cheryl, Carol Passed (4-0)</p>
<p>J. Council Members Comments</p>	<p>J: Council Member comments:</p> <p>Cheryl-closing on house on Monday. Out pouring of help for moving. Communication with a resident in Overbrook that was going to run for council and she said she just couldn't because of all the hateful things that are put out there on social media, and she just couldn't do it. Can we think about a plan to be kinder and spread the word to be kinder in our community.</p> <p>Kyle - asked about guys being certified on the equipment.</p> <p>Cait - do we have an HR person? Would it be something that we could think about it? Looking for someone to help with remediation etc. Is that something that could be source out? Checks and balances.</p> <p>Carol - nothing</p> <p>Jim - back is feeling better. And they have baby quail at their house.</p> <p>Becky - Got a new computer and is happy about it.</p>
<p>K. Mayor Comments</p>	<p>Mayor - Have a happy thanksgiving and remember how lucky we all are.</p>
<p>L. Adjournment</p>	<p>I move to adjourn the meeting.</p> <p>Carol, Cheryl Passed (4-0)</p>
<p>Respectfully Submitted Becky Coltrane</p>	

Assistant City Clerk
APPROVED December 13th, 2023