

**City of Overbrook
Overbrook City Hall
Sept 11, 2024 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: Carol Baughman – present Cheryl Miller – present Kyle Maichel – present Hanna Smith –present Matt Craig – present</p> <p>We have a quorum.</p> <p>Others present: Jim Koger City Clerk, Becky Coltrane Assistant City Clerk, Eric Carlson Police Chief, Danny Gamblin Maintenance, Sean Gordon-Auditor, Cait Curtis, Jessica Frye Historical Society, Jim Long-Budget, Brett Waggoner-, Bill Warrington</p>
<p>B. RNR Hearing 2025 Budget Hearing</p>	<p>Open at 6:03 The RNR for 2025 -- 71.859 mils Same amount of tax dollars as last year. Jim reviewed the RNR. Jon reviewed last years RNR and this years.</p> <p>Public Comment: Cait Curtis asked for the distribution changes. No other questions from the public. Close hearing at 6:10</p> <p>Budget Hearing at 6:11. Review 2025 budget. Correction to heading of the public Hearing document. Time and location.</p> <p>Public Comment: none.</p> <p>Close Public Hearing at 6:13.</p>
<p>C. Approval Agenda</p>	<p>Move Santa Fe Trail Festival move H.1 up to E.4 I move to approve the agenda as amended. Carol, Matt</p>

	(5-0)
D. Consent Agenda	I move to approve the consent agenda Cheryl, Hanna (5-0)
E. Special Reports	<p>E.1 Sean Gordon-Auditor Review Audit and reports. Make some suggestions on how to improve practices. Overall Overbrook received a positive review.</p> <p>I move to approve the auditor report Carol, Cheryl (5-0)</p> <p>E.3 Waste Water Project – Brett Wagoner grant application review. Application due October 15. Has multiple forms/resolutions that need to be signed. He would like the council to authorized the mayor to sign all the paperwork when needed. Resolution 2024-09-01. Loan is 60% loan forgiveness.</p> <p>Reviewed the Preliminary Engineering Report from Schwab-Eaton. They would like us to approved it so they could get started.</p> <p>I move to approve PER and start on design with 30% of lump sum cost \$37,500 for the design as long as they proved a schedule of completion for the design phase.</p> <p>Kyle, Matt (5-0)</p> <p>I move to approve the mayor to sign the 2 documents and the resolution needed for the application.</p> <p>Cheryl, Hanna (5-0)</p> <p>E.4 Santa Fe Trail Festival – Jessica Frye – traffic plans, children’s activities, games, OPD, Car Show. Has a good plan.</p> <p>Schedule 5 min break at 6:53 to return at 7:05</p>

	<p>E.2 Jim Long- Budget Review – He brought the budget and reviewed each fund and tax rates. Made recommendations of changing some funds. I move to exceed the RNR from 71859 to Hanna, Carol Roll Call Vote Carol -approve Hann-approve Matt-approve Kyle -approve Cheryl -approve</p> <p>I move to approve the budget Kyle, Cheryl Roll Call Vote Carol-yes Hanna-yes Matt-yes Kyle-yes Cheryl-yes</p> <p>All council Members will need to sign the approval that we send to the County Clerk by October 1st.</p>
F. Public Comment	None
G. 1a Treasurers Report	<p>Reviewed the statement of indebtedness submitted to the county. Reviewed each Fund and transfers. Discussion on paying off some of the maintenance equipment by the end of the year. We would like to review what equipment needs to be repaired/purchased. (Danny will come up with a recommendation by the October Meeting.)</p> <p>I move to approve treasures report Carol, Hanna (5-0)</p>
G.2 Public Safety	<p>Chief Carlson present a report and recommendation on the TNR program. Our feral cat problem is larger than cities of a similar size. He is recommending we pay a fee to the TNR program for them to continue trapping here in Overbrook.</p> <p>I move that we continue with TNR program. Allowing the removal/payment for 40 cats a year. Kyle, Cheryl</p>

Commented [BC1]: Danny prepare recommendation for October meeting on equipment repair/purchase.

	<p>(5-0)</p> <p>Chief Carlson presented an updated Pay Metrix for the police department. Discussion on overall budget impact for the year and following years.</p> <p>I move that we approve the pay metric. Effective October 2024 Cheryl, Kyle (5-0)</p>
<p>G.3 Maintenance Dept Action Items</p>	<p>Sewer maintenance on 503 Locust. Osage City Maintenance came to help flush it out, Ralph Guffey Excavation tried to see what it was but there was too much blockage, Mayer Specialty came out and videoed it where we could see the pipe offset and see it full of tree roots. Danny has been getting quotes on repair, and new pipe. Looking at over \$25,000. Needing to get out RFP for bids for this repair.</p> <p>Danny would like to start getting bids for street repair in 2025. He reviewed the budget amount, and feels like it could be accomplished.</p> <p>Pool was winterized. He still needs to do the bathhouse. The sand will need replaced in the filters. Danny has a plan on asking for help. He would like to replace seals on the toilets and a new sun shade needs purchased.</p> <p>The water system is doing well. We are having some communication problems with the towers. They are on cell phone signal and that may be some of the problem. Haynes has recommended another antenna on the tower. We are having some issues with the customer end of the service line. The plastic filmac connectors are not tight enough and just need to be tightened.</p>
<p>G.4 Administrative Action Items</p>	<p>Jim would like to table, Minimum Housing Code, Updates to billing policy,</p> <p>Jim wanted to review Inactive Meter fee. Currently it is \$13.00. Jim recommends keeping it the same.</p> <p>I move to go into executive session to discuss data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships, for 10 mins. 9:02 With Council, City Clerk, and assistant City Clerk.</p> <p>Chery, Hanna (5-0)</p>

Commented [BC2]: Jim - task RFP for sewer repair

Commented [BC3]: Danny will get some bids for street repair for October meeting.

Commented [BC4]: Council needs to review the minimum housing documents, before next council meeting.

	Out at 9:08 no action, no decisions were made
G.5 Pool Action	none
G.6 OPR Action	I move to go into executive session for 10 to discuss Personnel matters of non-elected personnel. @ 9:10 Matt, Carol (5-0) Return at 9:20 Accept resignation from form parks and rec director.
H. Unfinished Business	ARPA Funds what is our plan to commit the ARPA funds. We have to have them committed at the end of this year and spent at the end of 2026. I move to donate \$15,000 of the ARPA funds to the Patterson Grant Fundraising campaign for the Heating and Air for the Gym. Cheryl, Hanna (5-0) Pickleball Light bill that went over the grant fund. We would like to table this discussion and talk to Scott Averill about this bill. Ditch cleaning and new culverts. These jobs need to be completed, reseeding etc. Jon will touch base with Danny to get a plan in place to get this finished.
I. New Business	Energy Choice SB24 Discussion: propane tanks, and use in the city. Review of the New state statue. Review of franchise fees with Kansas Gas. Jim is going to ask some more questions.
J. Council Members Comments	None from anyone. Jim gave an update on Hope and her recovery.
K. Mayor Comments	none
L. Adjournment	I move to adjourn. Carol, Cheryl (5-0)
Respectfully Submitted Becky Coltrane Assistant City Clerk	

Commented [BC5]: Jon will visit with Danny and get a plan in place to finish the ditches.

