

## **INFORMATION**

City Office Phone/Fax – (785) 876-2550

Located at 524 Kiowa

Office Hours

Mon: 9am – 6pm

Tuesday-Friday: 8am – 2pm

City Maintenance – Travis (785) 608-3547

Certified Operator - Bob (785) 640-1194

Next Meeting – May 12<sup>th</sup>, 2008

*[www.ozawkie.org](http://www.ozawkie.org)*

## **Regular Council Meeting April 14<sup>th</sup>, 2008**

### **I. CALL TO ORDER:**

Council President Klenklen called the meeting to order at 7:00 p.m. Members present: Commissioners Jason Klenklen, Dale Barnum, Steve Stanton, Marlin Youngquist and Mark Roberts. Members absent: Mayor Scott Gibson.

Citizens in attendance were Sandi Goetz, Bob Holliday, Sharon Branson, Mel Armstrong, Lisa Bunce, Smokey Brackett and Bob Schuenight.

### **OPENING COMMENTS:**

Smokey Brackett, a resident of rural Ozawkie, outside the corporate limits of the city, questioned as to why the City's burn pile isn't available to everyone around Ozawkie. Council President Klenklen informed Mr. Brackett that the city's controlled burn pile is under an agreement the City has with the Kansas Department of Health & Environment, and, for monitoring reasons, the City burn pile is only to be utilized by residents who live within the corporate limits of the City. The burn pile is maintained using City taxes and only those living within the corporate limits pay city taxes. It was added that since Mr. Brackett does not live within the corporate limits, he can contact the Ozawkie Fire Department for issuance of a burn permit and burn on his own property. Mr. Brackett requested documentation on the agreement with KDHE, as well as, ordinances pertaining to the burn pile.

Sharon Branson reported that advertising has started for the garage sales and that many people have registered so far. Anyone who is interested in participating can pick up a registration form at Casey's, the City Office or online at [www.ozawkie.org](http://www.ozawkie.org).

The City received a letter from Kramer Agency thanking the maintenance department for doing such a great job removing the snow on Main Street. The City appreciates the acknowledgement.

## **II. COUNCIL COMMENTS/QUESTIONS/CONCERNS**

Nothing to report.

## **III. APPROVAL OF AGENDA:**

Motion by Youngquist to approve the agenda, second by Stanton. The motion passed 4-0.

## **IV. APPROVAL OF CONSENT ITEMS**

### **a) MINUTES OF THE MARCH 10<sup>TH</sup>, 2008 MEETING**

Motion by Roberts to approve the Minutes of the March 10<sup>th</sup>, 2008 meeting, second by Barnum. The motion passed 4-0.

### **b) MARCH TREASURER'S REPORT**

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for March. The report reflected credits/debits of \$6,550.22/\$6,979.14 for General, \$5,982.76/\$2,098.00 for Water, \$2,219.55/\$2,871.84 for Sewer, \$0/\$13.02 for Parks, \$0/\$222.86 for Equipment Reserve and \$3,013.56/\$4,373.70 for Trash. The total receipts/expenditures for March were \$17,766.09/\$16,558.56.

Motion by Barnum to approve the March Treasurer's Report, second by Stanton. The motion passed 4-0.

### **c) MARCH WARRANT REGISTER**

The March Warrant Register reflected an expenditure amount of \$8,923.89 for General, \$3,314.14 for Water, \$1,030.81 for Sewer, \$222.86 for Equipment Reserve, and \$80.70 for Park. Total expenditures for March were \$13,572.40.

Councilman Stanton questioned the gas bill again, which has been larger than usual for this time of year. Certified Operator Schuenight reported that the gas is being turned down in the evenings and the maintenance department is making a solid effort to monitor the usage of heat in the maintenance building. Discussion took place regarding updates for the maintenance building, including better insulation and door sealing.

Clerk Zimmerman informed the Council that the City is currently paying for two extra phone lines, which are at two of the lift stations, hooked up to an automatic dialer, however, the automatic dialer isn't currently enabled. If the City agrees to remove the lines from the City's bill, there is a potential savings of \$61.32 per month. Certified Operator Schuenight reported that the current red-light alarm system is sufficient, in his opinion. Motion by Stanton to discontinue using the two lines, and have them removed from the City's phone bill, second by Youngquist. The motion passed 4-0.

Motion by Youngquist to approve the Warrant Register, second by Stanton. The motion passed 4-0.

## **V. REPORTS:**

### ***Planning & Zoning:***

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee met on April 7<sup>th</sup> to review plans for Mel Armstrong for a new house at 201 Delaware. The new house will be set on the current basement; therefore Mr. Armstrong provided inspection information from Four Star Concrete, Inc., reporting that the walls seem to be structurally sound. The plans met all of the building regulations and Mr. Armstrong plans on beginning demolition within a week or two. Mr. Armstrong currently does not own the property, but assures the Council that he will own it immediately, upon approval of his building plans. Motion by Youngquist to approve the

plans under the stipulation that the property is owned by Mr. Armstrong within 72 hours of the approval, second by Stanton. The motion passed 4-0.

The P&Z committee received a letter of resignation from Debbie Gaskill, who has sat on P&Z since 2001. Motion by Stanton to approve Gaskill's resignation, second by Youngquist. The motion passed 4-0. The City Council and P&Z Committee would like to thank Debbie Gaskill for all of her years of service and dedication to the P&Z committee.

There is currently a vacant position on the Planning & Zoning Committee. Anyone who is interested is asked to contact the Ozawkie City Office or Sandi Goetz at 876-2319. The committee meets officially once every two months, but has occasional special meetings.

***Streets:***

Street Commissioner Youngquist reported that he is looking into the following street projects for 2008:

- Leisure Lane
- Sunflower from Delaware to Kiowa
- Kansa east on Delaware to the cul-de-sac
- Joint repair on Delaware (approximately 18 joints that need to be grinded out, sub-grade replaced and tamped down and filled with asphalt patch)

Councilman Youngquist will be requesting bids for the projects and specify a completion date of October 1<sup>st</sup>, 2008.

***Utilities:***

Utility Commissioner Klenklen notified the Council of a several legislative alerts regarding utility services, including a One Call bill that will require cities to pay an annual fee, as well as, a per-call fee for locates. Currently, the annual fee is \$25 and the per-call fee is \$1.75, but Klenklen reported that that is subject to change.

Councilman Klenklen recognized the new City employee, Travis Adams and reported that he is doing a great job.

Clerk Zimmerman informed the Council that the City still has the opportunity to utilize the recycling service from S.M. Ball Waste Disposal at the rate of \$1 per month per customer in Ozawkie. The only stipulation to the service is that everyone in the City would have to use and pay for the service.

Currently, the City bills for trash service and S.M. Ball bills separately for trash containers. Shawn Ball requested that the City consider billing citizens for service and containers. The Council decided not to bill for the containers unless trash containers become a city-wide requirement.

**NOTICE: The City will be working with the County GIS Department and the Kansas Rural Water Association to locate all manholes, water valves and water meters in the City. Please be aware that this will require city personnel and a representative from KRWA to enter onto each homeowner's premises to locate individual water meters and manholes.**

***Corps Ground Management Committee:***

The City will meet with representatives from the Corps of Engineers on April 22<sup>nd</sup> to perform the annual lease inspection on the City's leased Corps Property. In the meantime, the City is waiting on the NRCS to finalize plans for the tennis court demolition.

***Parks:***

Park Commissioner Barnum requested that the City consider combining the tree board and the park committee due to a lack of volunteers for both committees. Councilman Barnum will look into this.

The Council reviewed an example of a firewood cutting permit for the dead trees in the city park. Discussion tabled until next month.

***Law Enforcement:***

Clerk Zimmerman reported that the City office received several reports of vandalism and thefts during the week of March 17<sup>th</sup> through the 21<sup>st</sup>. Councilman Stanton reported that he will be able to provide calls for service reports at the monthly council meetings.

***Governmental Affairs:***

Governmental Affairs Commissioner Roberts reported on several bills that are of interest to municipalities, including a bill regarding property abatements and a serial meetings bill. There will be a conference call at 1:30pm on April 16<sup>th</sup> regarding the pending annexation legislation.

Clerk Zimmerman reported that the American Cancer Society Relay for Life will be held at the Jefferson West Athletic Field in Meriden on June 13 and 14<sup>th</sup> from 6pm to 6am. The cost to walk is free, unless you want a shirt, which is \$10 (must be ordered by May 1<sup>st</sup>). If you are going through treatment, the shirt is free. The City will be selling Chamber coupon books in the City office for \$10; \$5 of the proceeds will go back to the chamber to recover the cost of printing the books, and the other \$5 will go towards the relay for life. For more information, visit the City's website at [www.ozawkie.org](http://www.ozawkie.org) and click on Relay for Life. The next chamber of commerce meeting is April 17<sup>th</sup> at noon at the Flamingo Grill in Meriden.

Russ Rainey, from the Denver Post Office, will be visiting the City Office on April 16<sup>th</sup> to discuss future plans for expanding the current post office in Ozawkie. The plans would consist of Kramer Agency and the Post Office switching offices, but both remaining in the same building on Main Street.

***Tree Board:***

Clerk Zimmerman reported on the 2007 Recognition for Tree City Communities in Manhattan on March 26<sup>th</sup>, 2008 that she attended with Elke Lassiter. Some topics discussed were the Emerald Ash Borer, Establishing Community Trees, Diagnosing Diseases and Community Planning.

***Maintenance:***

Nothing to report.

***Certified Operator:***

Nothing to report.

***City Clerk:***

Clerk Zimmerman provided a report to the Mayor and Councilmember's regarding her attendance at the March City's Clerk's conference in Wichita.

Motion by Stanton to approve the City-wide cleanup for May 10<sup>th</sup> only, not to exceed the budget of \$1600.00, second by Youngquist. The motion passed 4-0. The City will be needing volunteers to help monitor the dumpsters during the city-wide cleanup. Please contact the city office if you are interesting in helping.

Clerk Zimmerman informed the Council of a newly created association that the City might benefit from joining; Human Resources Management Association of Kansas (HRMAK). The Council agreed that the City's current legal counsel, consisting of the City Attorney and LKM, is sufficient.

Clerk Zimmerman reported that since the fire department has completely moved out of the City Office, she has been preparing for office upgrades by removing wall hangings, patching holes, and receiving bids for carpeting and ceiling tiles. The current budget set aside for office upgrades is \$2,000. The Council reviewed bids for 6 different types of carpets from 3 different companies. After some discussion, the Council decided to hold off on the office upgrades until an agreement between the Township and City can be made.

Del & Jeanne Steffey informed the City that they have a book from old Ozawkie dated from 1854-1976. There are very few copies of the book still around and they wanted the City to know that the City is more than welcome to reprint it for redistribution. Mr. Steffey has had several people request copies of the book.

Please take note of the following upcoming events:

April 24<sup>th</sup> – City-wide Vet Clinic at the Township Hall from 6pm to 8pm

May 3<sup>rd</sup> – City-wide garage sales

May 10<sup>th</sup> – City-wide cleanup

## **NEW BUSINESS**

### **VI. Kansas Gas Service Franchise Agreement**

The Council reviewed a 20 year franchise agreement between Kansas Gas Service and the City of Ozawkie. No changes were made from the last agreement and the franchise fee is still at 4%. Motion by Barnum to approve the agreement, added to the ordinance book as ordinance number 19, second by Stanton. The motion passed 4-0.

### **VII. Incident at the Kiowa Lift Station**

Clerk Zimmerman reported that she has spoken with an insurance representative for Heinen P-H-E regarding the bill that the City sent to Heinen for expenses incurred due to damages at the Kiowa Lift Station involving Heinen P-H-E. Heinen had a few charges from the invoice that they were disputing. The Council, along with Certified Operator Schuenight, agreed that the charges in question should be the City's responsibility and agreed to only request the portion not being disputed.

### **Township Agreement**

After the Council met on Monday, March 31<sup>st</sup>, several changes were made to the City office agreement between the Ozawkie Township and City of Ozawkie. The Township reviewed the City's recommended changes and countered with several changes. Since a representative from the Township Board was not present, the City tabled the discussion until the May meeting.

### **VIII. Early Storm Warning**

Councilman Klenklen reported that he has been looking into upgrade and replacement options for the City's storm sirens. He has been working the most with Blue Valley Co. because the County contracts them for all of the county storm sirens; going with another company could cause compatibility issues. The Council agreed to have a representative from Blue Valley attend the next Council Meeting with figures that the Council can use to possibly budget for the upgrades. Councilman Klenklen will also begin checking surplus for used sirens that the city might be able to use.

### **V. ADJOURNMENT**

Motion by Youngquist to adjourn at 9:45pm, second by Stanton. The motion passed 4-0.

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Melissa A. Zimmerman  
City Clerk