

INFORMATION

City Office – (785) 876-2550
Located at 524 Kiowa

Office Hours

Mon: 9am – 6pm
Tuesday-Friday: 8am – 2pm

City Engineer – Kyle (785) 608-3547

Next Meeting – September 10th, 2007

w.ozawkie.org

Regular Council Meeting August 13th, 2007

I. CALL TO ORDER:

Acting President of the Council, Mark Roberts called the meeting to order at 7:15 p.m. Members present: Commissioners Marlin Youngquist, Jason Klenklen, Mark Roberts and Elke Lassiter. Members absent: Mayor Scott Gibson, Commissioner Kirk Vernon.

Citizens in attendance were Ken Bieker, Terry Marsh, Bill Rice, Linda Rice, Doug Schmitt, Sandi Goetz, Kevin Klenklen, Jamie Klenklen, Dan Rosencutter, and Brandon Best.

OPENING COMMENTS:

No opening comments.

II. COUNCIL COMMENTS/QUESTIONS/CONCERNS

The Council agreed that a letter should be sent out to the homeowners at the intersection of Timberlane/Kansa and Delaware/Sunflower informing them that there is an issue with the views at the stop signs being obstructed. Councilman Klenklen noted that any trees or shrubbery that is on the City's easements can be removed if necessary.

III. APPROVAL OF AGENDA:

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

IV. APPROVAL OF CONSENT ITEMS

a) MINUTES OF THE JULY 9TH AND JULY 23RD MEETING

Motion by Youngquist to approve the Minutes of the July 9th & July 23rd meeting, second by Lassiter. The motion passed 4-0.

b) JULY TREASURER'S REPORT

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for July. The report reflected credits/debits of \$4,478.38/\$6,343.10 for General, \$6,070.31/\$2,572.62 for Water, \$2,576.92/\$887.13 for Sewer, \$300.00/\$24.06 for Parks, \$0.00/\$222.86 for Equipment Reserve and \$3,276.93/\$4,185.60 for Trash. The total receipts/expenditures for July were \$16,702.54/\$14,235.37.

Motion by Klenklen to approve the July Treasurer's Report, second by Lassiter. The motion passed 4-0.

c) JULY WARRANT REGISTER

Councilman Roberts requested that a receipt be turned in by the next business day for each purchase made by a City Employee and it be signed and noted what the purchase is designated for. Councilman Roberts also requested that Mayor Gibson look into a mileage log for the City vehicles.

The July Warrant Register reflected an expenditure amount of \$12,715.75 for General, \$3,689.98 for Water, \$934.90 for Sewer, \$222.86 for Equipment Reserve, \$8,757.49 for Special highway and \$59.33 for Park. Total expenditures for July were \$26,380.31.

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

V. REPORTS:

Planning & Zoning:

Chairperson, Sandi Goetz informed the Council that the committee met on August 6th to review several building plans. The Planning & Zoning Committee recommends Council's approval for the following plans:

Thomas and Cherry Kelly at 504 Delaware would like to erect an 8'x10' auxiliary shed (BP#4), assemble a 6' tall wooden fence (BP#5) and replace a deck which will remain in the original footprint of the house. Motion by Klenklen to approve the building permits, second by Roberts. The motion passed 4-0.

Mark and Jennifer Lamb at 108 Pleasant Hill Ct. would like to erect an 8'x12' garden shed (BP#4). Motion by Klenklen to approve the building permit, second by Youngquist. The motion passed 4-0.

Mel and Deanne Armstrong at 604 Delaware would like to build a garage on an existing slab. The plans for the garage were approved in May 2005 by the previous owners of the residence, but the garage was not completed; only the concrete slab was poured. The garage plans will match the original plans submitted. After much discussion as to whether the \$300 permit fee should be paid again, motion by Klenklen to waive the fees, second by Youngquist. The motion passed 3-1 with Lassiter naying. The Armstrong's also submitted plans to replace a deck; however, the plans were not submitted in time for the Planning and Zoning Committee to review, therefore the Council agreed to table the plans until next month.

Committee Chairperson Goetz reported that the Planning and Zoning committee has two recommended ordinance changes:

Definition of driveway: A lane or path that leads from a street, thoroughfare, avenue, etc. and leads to a residential or business entryway or to a garage. The driveway should be designed to be aesthetically pleasing not only to the property owner but also the surrounding properties and the City as a whole. It should be constructed of appropriate materials such as concrete, asphalt, brick or gravel.

Addition to Ordinance 4-210: "...violation of this ordinance could result in a fine set my ordinance..."

Motion by Klenklen to approve the recommendations, second by Youngquist. The motion passed 4-0.

Streets:

Street Commissioner Youngquist reported that Hamm's has completed the street work. Councilman Youngquist also reported that he is still researching the ditch drainage issues.

Utilities:

Utility Commissioner Klenklen reported that he will be working with the NRCS for proper removal of the tennis court.

Councilman Klenklen reported that he will be attending a meeting with the Jefferson County Geographic Information Systems (GIS) Department on August 28th to discuss a county-wide water infrastructure data collection project and will report on the project at the September meeting.

Councilman Klenklen reported that there has been an issue with manholes getting covered back up after the maintenance department has located them, therefore he will be working with Certified Operator Truhe to more permanently mark the manholes.

Parks:

Park Commissioner Lassiter reported that the swing set project is complete.

Kim Bomberger will be visiting the City on September 26th to host a training session on tree planting and pruning. Everyone is invited to attend.

Law Enforcement:

Nothing to report.

Governmental Affairs:

The next meeting of the Ozawkie Area Chamber of Commerce is August 16th at 1pm at the Taco Den in Meriden.

Tree Board:

Councilwoman Lassiter reported that the Tree City USA flag will be flown on the flagpole soon.

City Maintenance:

Clerk Zimmerman reported that the City's 2003 Loadmaster Trailer was recently stolen. A report was filed, but since the City had liability insurance only on the trailer, the City would not be reimbursed.

Animal Control Officer:

Nothing to report.

City Clerk:

Clerk Zimmerman reported that the 2007 Uniform Public Offense Codes and Standard Traffic Ordinances have arrived and are incorporated by ordinance numbers 11-101 and 14-101 into the ordinances.

The City office phone has not been working since Wednesday August 8th, but should be back in working order soon.

NEW BUSINESS

VI. Ordinance 1-801

The Council reviewed ordinance 1-801, an ordinance attesting to an increase in tax revenues for the budget year 2008. Motion by Klenklen to approve the ordinance, second by Youngquist. Motion passed 4-0.

VII. 2008 Budget

Treasurer Bieker informed the Council that he reviewed the estimated expenditure figures for 2007 and corrected several highly estimated numbers. Before the corrections, the mill levy was to be 22.244, an increase of 5.995 mills

from 2007. Since the corrections have been made, the mill levy is set at 18.458, an increase of 2.209 mills. Motion by Klenklen to approve the 2008 budget, second by Lassiter. The motion passed 4-0.

VIII. Main Street Property

Councilman Klenklen abstained from all discussion.

Citizen and former Councilmember, Terry Marsh, provided a packet of information, as requested by the Council, to each member, regarding the Main Street Property. The packet included a basic plat of the property with dimensions and a general idea of where the storm drain is located and several possible options for the property:

Option #1 – Zone the west area of the property as commercial and leave the land north of Casey's, which is presumably "landlocked" for "other" use.

Option #1A – Same as option #1, except relocate the sewer line closer to Main Street, reducing the 60' "Construction Exclusion Zone."

Option #2 – Zone the northwest area of the property as residential and the southwest as commercial and keep the area north of Casey's as "other" or as possible park area.

Option #2A – Same as option #2, except relocate the storm drain onto a 20' City easement down the middle of the commercially-zoned area, and split the area at that easement.

Option #2A (1) – Same as option #2 and #2A except the storm drain is to be located into a $\frac{3}{4}$ open drain.

Option #2B – In Addition to option #2, the north half that is zoned residential will be broken into four 100' x 165' residential lots.

Storm Drain Option A – The storm drain can be turned into a surface drain with $\frac{3}{4}$ concrete

Storm Drain Option A-1 – The surface storm drain can have a fence running alongside it.

Storm Drain Option B – The storm drain can be buried a minimum of 3' into the ground.

Citizens, Kevin Klenklen and Bill Rice reiterated their interest in purchasing property on Main Street. Brandon Best, entrepreneur, requested that the Council inform him of the decision once it has been made.

After much discussion, motion by Roberts to table the discussion and have the Planning and Zoning Committee review all of the options and provide a written report to the City Council in 60 days, second by Youngquist. The motion passed 4-0 with Klenklen abstaining.

Council recessed at 9:46pm. Returned at 9:51pm.

IX. Emergency Response Plan, Doug Schmitt

Jefferson County Emergency Management Director, Doug Schmitt, informed the Council that he will be working with the Mayor and Fire Chief of Ozawkie on creating an Emergency Management Plan for the City.

X. Policy for Pulling Water Meters

Clerk Zimmerman and Utility Commissioner Klenklen will work on this policy and report back at the September Council Meeting.

XI. City Letterheads/Seal

Clerk Zimmerman informed the Council that 9 companies were contacted to receive estimates on printing the new City logo on a letterhead and four companies responded. After reviewing the costs, motion by Klenklen to approve the estimated cost of \$186.00 for 1000 copies from Davis Publications, second by Youngquist. The motion passed 4-0.

XII. Security Benefit Resolution

The Council reviewed a resolution to adopt the 457 Deferred Compensation Plan from Security Benefit for City employees. Motion by Youngquist to approve the resolution, second by Klenklen. The motion passed 4-0.

XIII. US Flag

Clerk Zimmerman informed the Council that Governor, Kathleen Sebelius, has issued an executive order to fly the US flag at half-staff for fallen Kansas troops. Recently, the order has come in for a weekend, when City employees do not work; therefore, the Council should designate someone to monitor the US flag during the weekends. Councilwoman Lassiter volunteered to raise and lower the flags properly during the weekends, when necessary.

XIV. No Solicitation Signs

Clerk Zimmerman furnished two estimates for 12"x18" "No Solicitation" signs. Motion by Klenklen to approve the estimate from Newman Signs for the hi-intensity prismatic on .080 aluminum for \$17.75 a piece, second by Roberts. The motion passed 4-0.

V. ADJOURNMENT:

Motion by Klenklen to adjourn at 10:10pm, second by Youngquist. The motion passed 4-0.

Melissa A. Zimmerman
City Clerk