

INFORMATION

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

Office Hours

Mon: 9am – 6pm

Tuesday-Friday: 8am – 2pm

Maintenance Bob (785) 640-1194
 Ron (785) 640-8750
 Kyle (785) 608-3547

Next Meeting – February 13th, 2006

Regular Council Meeting January 9th, 2006

I. CALL TO ORDER:

Mayor Gibson called the meeting to order at 7:00 p.m. Members present: Mayor Scott Gibson. Commissioners Terry Marsh, Ed Carmona, Brad Ayres, and Elke Lassiter. Members Absent: Kirk Vernon.

OPENING COMMENTS:

In opening comments, citizen, Forrest Jolly, notified the council that during the 2005 holiday season, there was confusion as to when S.M. Ball Waste Disposal would be picking up the trash. Clerk Zimmerman informed all citizens that Shawn Ball did send a 2006 holiday trash pick-up schedule and it will go out in the February newsletter.

Citizen, Don Lassiter, inquired as to whether there is an ordinance requiring citizens to keep their yards cleaned. Mayor Gibson explained that a notice can be sent to the residence, if a formal complaint has been filed.

Citizen, Bill Parker, inquired as to why the City has 3 cellular phones, and if the possibility of using walkie-talkies would be an option. City Clerk Zimmerman explained that the City just recently switched service from Cingular to Sprint and added a third line, because the cost for 3 phones was less at Sprint than for the 2 phones as Cingular. The City was paying Cingular an average of \$95 for 500 shared minutes between 2 phones, but was not receiving satisfactory reception. At the December 12th, 2005 Council Meeting, the City Council approved obtaining 3 cellular phones, with 800 shared minutes and free Sprint-to-Sprint for \$79.99. The City did receive the 3 phones for free. Mr. Parker queried as to why the City couldn't have 1 cellular phone and 2 walkie-talkies. Clerk Zimmerman explained that if one maintenance employee is at a required conference, and there is a water break somewhere in the City, both employees would be in need of a phone. Having 3 phones has deemed to be very unproblematic.

Mayor Gibson reported that a FEMA Disaster Relief Team did visit the City and that all paperwork has been completed regarding the Flood Disaster. The FEMA Team informed Mayor Gibson that if the City worked on getting

bids for the repair of the ditches and lagoons, then FEMA would be willing to pay a portion of the repairs if the City of Ozawkie meets all necessary requirements.

II. APPROVAL OF AGENDA:

Motion by Carmona to approve the agenda, second by Marsh. The motion passed 4-0.

III. APPROVAL OF CONSENT ITEMS

a) MINUTES OF OCTOBER 10TH, 2005 MEETING

Councilman Marsh requested clarification from Public Works Supervisor Thomas as to whether he will be installing check valves on all meters in the city. Public Works Supervisor Thomas explained that eventually, he would like all meters to have check valves on them.

Motion by Marsh to approve the Minutes of the December 12th, 2005 meeting, second by Carmona. The motion passed 4-0.

b) DECEMBER TREASURER'S REPORT

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for December. The report reflected credits of \$3,259.11 for General, \$3,000.05 for Water, \$1,310.41 for Sewer, \$1,546.80 for Trash, as well as \$6,500.00 transferred to the Equipment Reserve and \$5,000.00 transferred to each the Water Depreciation Reserve, Sewer Depreciation Reserve and Capital Improvements. The total receipts for December were \$30,616.37.

Motion by Marsh to approve the December Treasurer's Report, second by Carmona. The motion passed 4-0.

c) DECEMBER WARRANT REGISTER

The December Warrant Register reflected an expenditure amount of \$8,393.780 for General, \$4,454.04 for Water, \$1,529.66 for Sewer, \$3,801.20 for Trash, \$6,595.21 for Special Highway and \$20.79 for Park. Total expenditures for December were \$24,794.68.

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

IV. REPORTS:

Planning & Zoning:

Planning & Zoning Committee Chairperson, Sandi Goetz reported that the committee attempted to meet on January 2nd, but due to it being a holiday, there were not enough committee members present, therefore the committee met on January 6th. All members were present. The Committee reviewed new house plans for lot E-37, and does recommend Council's approval. Further discussion will take place during agenda item #5.

Streets:

Street Commissioner Marsh reported that the concrete work for the salt/sand shed has been completed, and the remaining work will be completed soon.

Utilities:

Nothing to report.

Parks:

Park Commissioner Lassiter reported that the wooden park equipment is still needing to be taken down. Public Works Supervisor Thomas stated that he will begin working on that immediately. Councilmember Ayres reported

that the bouncing whale in the park is broken and needs to be removed immediately. Public Works Supervisor Thomas will remove the whale during the removal of the wooden equipment.

Law Enforcement:

Nothing to report.

Governmental Affairs:

Nothing to report.

Tree Board:

Nothing to report.

City Maintenance:

Public Works Supervisor Thomas reported that he will be putting the pressure relief valve in at 118 Lakeview Ct. for Mr. Forrest Jolly this week.

Public Works Supervisor Thomas informed the Council that he will be getting estimates on rip rapping the ditches along Kiowa, as well as raising the dykes on the lagoons, per FEMA's request to complete the Emergency Management Relief reimbursement.

City Clerk Zimmerman informed the Mayor and Council that due to a recent water leak at 653 Delaware, a citizen's water bill was substantially higher than usual, and the citizen is refusing to pay the bill. It was clarified that the leak was on the homeowners' side of the water meter, right at the gasket where the water leaves the meter. Questions arose as to whether it is the City's responsibility to incur any damages occurring after the meter, but before the riser, and then the homeowners' responsibility begins after the attachment of the riser. It was decided that the ordinance pertaining to this matter will be reviewed and a decision will be made based on that ordinance. Public Works Supervisor Thomas reported that Meter Reader, Sharon Branson, makes comments on the meter reading worksheet about various possible leaks or issues, and then Clerk Zimmerman records them in the Utility Billing Software and prints out a report for the water department, which is how Thomas found the leak. Public Works Supervisor Thomas informed the Council that he did fix the leak, but questions arose as to whether the City should be fixing leaks on the homeowners' side of the meter, without charging the homeowners a fee.

Public Works Supervisor Thomas furnished the Mayor and Council with a report for December, 2005. The report reflected a line break at 713 Kansa, which was repaired, the reconditioning of the sewer reamer, the repairing of the brush guard on the tractor and all necessary purchases.

City Clerk:

City Clerk Zimmerman reported that the City Clerks and Municipal Finance Officers Association Spring Conference will be held on March 7th through the 10th this year. Clerk Zimmerman requested that approval be made for her to attend the conference from March 8th through the 10th, skipping the pre-conference hosted on the 7th. Motion by Marsh to approve the Clerk Zimmerman's attendance at the Spring Conference from March 8th through the 10th, second by Lassiter. The motion passed 4-0.

Clerk Zimmerman informed the Council that the Jefferson County Humane Society is currently accepting cats and dogs, and inquired as to whether the Council is ready to begin moving forward on looking into an Animal Control Officer. Two candidates have shown interest, Shawn Owen and Chris Starr. The Mayor and Council requested that the 2 candidates attend the February meeting.

NEW BUSINESS

V. E-37 Building Plans

The Council reviewed the new house plans for lot E-37 for Charles Toy. After confirming that all requirements have been met, motion by Marsh to approve the plans, second by Carmona. The motion passed 4-0.

VI. Water/Sewer Rates

Mayor Gibson established that there is currently \$19,500 in the Sewer Reserve Fund. Councilman Marsh reminded the Council that in 2003, the City Council approved a rate increase to build up the reserve funds, and it has been

somewhat successful. Councilman Marsh explained that the Sewer Survey needs to be completed immediately to determine the condition of the sewer system, therefore, the Council needs to decide very soon how the project will be financed. Based on a bid received in June of 2005, the project would have cost approximately \$19,203.00, but since it has taken so long to make a decision, the Council agreed to receive new bids from various companies. Councilman Marsh recommended obtaining available money from various funds to fund the project, and then once it has been determined if the sewer system will need repairs, then the cost for the repairs be funded by a loan or bond. Councilman Carmona recommended that the Council strongly look into adding a surcharge for a certain period of time to fund the project, and then once needed repairs have been determined, the money from the Sewer Reserve Account can be used to finance the repairs. Councilman Ayres agreed with adding a surcharge. Mayor Gibson formulated that by adding a \$20 surcharge per billing period to each citizen, for 3 years, the generated revenue would be around \$88,200.00, which would be enough to reimburse the reserve funds for the cost of the project, as well as pay for any necessary repairs. Treasurer Bieker informed the Council that an alternative to adding a surcharge or getting a loan, would be to cash in a CD from the bank to pay for the sewer inspection. After much discussion, it was decided to receive new bids on the project and discuss them, as well as the financing, at the February meeting.

VII. Employee Health Insurance

Councilwoman Lassiter inquired as to which Insurance Plan Clerk Zimmerman would like. Clerk Zimmerman informed the Council that the American Medical with dental would be sufficient, however, since the Council did not vote on this in the December meeting, the rates would increase slightly. Mayor Gibson noted that Clerk Zimmerman did not receive a raise during the December Employee Reviews, to compensate for getting health insurance.

Motion by Lassiter to approve the American Medical Insurance with Dental, second by Carmona. The motion passed 4-0.

VIII. Audit Information

Clerk Zimmerman informed the Council that she has contacted several CPA's to get bids on a one-year audit, as well as a three-year audit, but only one bid has been received. Treasurer Bieker voiced his concern on getting an audit because of the high price for the service. Clerk Zimmerman will present the prices and information at the February Council Meeting, once all bids have been received.

IX. Mowing Policy

Mayor Gibson reported that the City of Ozawie has a current mowing policy, beginning in March, when the mowing bills are sent out, in the amount of \$350.00, per lot, for the entire mowing season. Whoever pays the \$350.00 will be mowed for the entire season. Anyone who doesn't pay is in charge of maintaining their own lot. The first time that the lot is deemed not maintained, the lot owner will receive a warning letter and the City will mow the lot. Each occurrence after the warning, the City Clerk sends a letter with an attached invoice that explains that they have a certain number of days to mow their lot, or the City Engineer will enter the premises and mow the lot for them, and in that case, they will need to pay a mowing fee, which is \$25.00 per lot, per mow. Mayor Gibson explained that people are taking advantage of the mowing rates, and suggested that the fees increase to \$500 per year or \$75 per lot per mow. The height requirement for grass should be 12" and that a reminder notice should be sent out for the first offense, but for repeating offenses, Public Works Supervisor Thomas will enter the premises and mow the lot and the lot owner will receive an invoice for the amount owed. If the lot owner refuses to pay the charges, then a "Specials" assessment is to be added to their Personal Property Taxes. Motion by Ayres to change the current mowing policy to the suggested mowing policy, second by Marsh. The motion passed 4-0.

X. Codified Ordinance Review Committee Report

Councilman Marsh reported that the committee will probably have some final recommendations by early Spring. Councilman Marsh informed the Council that per new ordinance 4-101, a Health Board must be established and per ordinance 3-601 a Zoning Appeals board must be established. Further research will take place regarding these new ordinances.

The next meeting of the Codified Ordinance Review Committee will be January 17th at 7:00 pm at Terry Marsh's house. Meetings will be held every 2 weeks.

V. ADJOURNMENT:

Motion by Marsh to adjourn the meeting, second by Carmona. The motion passed 4-0. Meeting adjourned at 9:10pm.

Melissa A. Zimmerman
City Clerk

REMINDERS!!!

- If you would like to be put on the agenda for the Council Meeting, the deadline is 2:00 p.m. on the Thursday before the meeting.