

## **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  
Ron (785) 640-8750

Next Meeting – February 12<sup>th</sup>, 2007

## **Regular Council Meeting January 8<sup>th</sup>, 2007**

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

Mayor Gibson called the meeting to order at 7:01 p.m. Members present: Mayor Scott Gibson. Commissioners Jason Klenklen, Marlin Youngquist and Elke Lassiter. Members absent: Kirk Vernon.

Citizens in attendance were Sandi Goetz, Don Lassiter, Wayne McNary, Ken Bieker and LuAnn Petty.

### **OPENING COMMENTS:**

In opening comments, Clerk Zimmerman noted that the City received thank you notes from Deb Gaskill and Sharon Branson for the hams given by the City.

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

Councilwoman Lassiter reported that ordinance 1-315 of the proposed codified ordinances states that “The City of Ozawkie may cause to be made a “periodic audit” of the financial records of the City of Ozawkie. The audit should be completed no later than March 15<sup>th</sup> of any calendar year...”. The Council requested that Clerk Zimmerman look into the cost of an audit and have the information available at the February Council Meeting so that a decision can be made as to whether the City will have an annual audit or not.

Mayor Gibson informed the Council that the current storm siren does not reach the entire town, therefore he would like the City to work on receiving a grant to purchase a new storm siren, to better cover the entire City.

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

Motion by Youngquist to approve the agenda, second by Klenklen. The motion passed 3-0.

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

#### **a) MINUTES OF THE DECEMBER 11<sup>TH</sup>, 2006 MEETING**

Motion by Klenklen to approve the Minutes of the December 11<sup>th</sup> meeting, second by Lassiter. The motion passed 3-0.

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

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for December. The report reflected credits/debits of \$2,960.24/\$7,868.86 for General, \$2,186.55/\$3,724.82 for Water, \$991.05/\$1,535.40 for Sewer, \$25/\$128.43 for Parks, and \$1,287.04/\$0 for Trash. The total receipts/expenditures for December were \$7,449.88/\$13,257.51.

Motion by Klenklen to approve the December Treasurer's Report, second by Lassiter. The motion passed 3-0.

#### **c) DECEMBER WARRANT REGISTER**

The December Warrant Register reflected an expenditure amount of \$9,345.23 for General, \$3,040.27 for Water, \$899.11 for Sewer, \$4,185.60 for Trash and \$25.13 for Park. Total expenditures for December were \$17,495.34.

Motion by Klenklen to approve the Warrant Register, second by Lassiter. The motion passed 3-0.

### **V. REPORTS:**

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

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee will have a regularly scheduled meeting on March 5<sup>th</sup>, 2007 at the Township Hall. There are currently no plans for review.

Sandi Goetz informed the Council that the Planning & Zoning Committee discussed having the City building inspector, Frances Lorenz, attend the next Planning & Zoning meeting, or Council Meeting, to explain his inspection process. Mayor Gibson asked that Clerk Zimmerman contact Mr. Lorenz and request his presence at the February Council Meeting to discuss all building inspection issues.

#### ***Streets:***

Street Commissioner Youngquist reported that the repairs on Kansa have been made.

Councilman Youngquist informed the Mayor and Council that he has put together a survey requesting citizen input on upcoming street improvements. Clerk Zimmerman will post the survey on the City website, and insert it into the February newsletter.

#### ***Utilities:***

Utility Commissioner Klenklen reported that the City recently received a renewal permit for Water Pollution Control, which is set to expire in the year 2012..

Councilman Klenklen noted two upcoming events:

- January 17<sup>th</sup>, 2007 at 9:00am – City Council meeting with the NRCS
- January 24<sup>th</sup>, 2007 at 9:00am – Delaware River Wraps meeting at the Holton united Methodist Church

#### ***Parks:***

Park Commissioner Lassiter reported that 5 park surveys were completed and returned. The park surveys were sent out in the December newsletter, and posted on the website. If you did not fill a survey out, you can go to

[www.ozawkie.org/Park\\_Survey.htm](http://www.ozawkie.org/Park_Survey.htm) and complete an online survey, or you can pick one up at the Ozawkie City Office.

Councilwoman Lassiter reported that has begun filling out the application for a donation from the Prairie Band Potawatomie Nation. Councilwoman Lassiter will work with Clerk Zimmerman to have the application and other documentation turned in by the February 8<sup>th</sup> deadline.

***Law Enforcement:***

Councilman Klenklen requested that the Council begin looking into hiring a Code Enforcement Officer, who will enforce the City ordinances and issue ordinance-related tickets.

***Governmental Affairs:***

Mayor Gibson informed all in attendance that if anyone is interested in filling the vacant position of Governmental Affairs Commissioner, please call Mayor Gibson himself at 876-2419. This term will expire in April of 2007.

***Tree Board:***

Councilwoman Lassiter informed the Council that she just sent in the application for Ozawkie to become a Tree City.

Anyone who is interested in sitting on the Ozawkie Tree Board is asked to contact Elke Lassiter at 876-2513.

***City Maintenance:***

Mayor Gibson reported that Certified Operator Truhe has been keeping a daily log of his work being done.

Mayor Gibson informed the Council that there have been issues with people taking rock and dirt from behind the maintenance building, that is needed for City projects, therefore he requests that the back area of the maintenance lot be fenced in. Councilman Klenklen informed Mayor Gibson that he will look into this project.

Councilman Klenklen informed the Mayor and Council that he would like to begin sending out letters to all citizens who have roots in their service lines. Clerk Zimmerman informed the Council that she contacted City Attorney, John Kurth, regarding whether or not the City can require homeowners to clean out their service lines, and Mr. Kurth does not believe that the City can make them, only request that they have them cleaned out.

***Animal Control Officer:***

Animal Control Officer, Kyle Truhe, furnished the Council with a report for December. The report reflected 2 stray cats that were picked up and taken to the Jefferson County Humane Shelter.

***City Clerk:***

Clerk Zimmerman furnished the Mayor and each Councilmember with a book that she put together that includes information on meetings, quorum's, the budget, grant information, and some misc. information.

Clerk Zimmerman checked out all of the Council information, which includes:

- Governing Body Handbook
- Personnel Policies & Guidelines Book
- Current Uniform Public Offense Code Book
- Current Standard Traffic Ordinance Book
- Monthly Council Book
- Ordinance Book
- Informational Book

Clerk Zimmerman requested that each member of the Council, as well as the Mayor, return the Council questionnaire, completed, so that she may update each profile on the website.

**NEW BUSINESS**

**VI. Lambda Tau Donation**

LuAnn Petty apologized to the Mayor and Council for not attending the November or December Council Meetings to request the donation to the Lambda Tau Sorority. The City gives a \$50 donation to the sorority each year to pay for cookies and miscellaneous goodies for the Santa Visit in December.

Motion by Lassiter to approve the \$50 donation, second by Youngquist. The motion passed 3-0.

## **VII. Complaints**

Clerk Zimmerman informed the Mayor and Council of several complaints recently filed in the City Office. The first two complaints are regarding a semi owned by Greg Huffman at 616 Kansa being parked along Kansa. The semi was parked overnight, on the wrong side of the street, and there were concerns that the streets were foggy one morning, and citizens almost hit the semi, several times, because it was not visible. The Council agreed to ask Councilman Vernon about the issue.

The second complaint was of an old green and white camper, an old car, and an old boat in the backyard of the residence of 300 Kiowa. Mayor Gibson will look into this issue, to make sure all three are current on registration.

The third issue is of a pit bull that keeps getting out of its fence at 113 Sunrise. Clerk Zimmerman informed the Council that the dog is not registered with the City. Mayor Gibson will inform Animal Control Officer, Kyle Truhe, of this issue, and have him keep an eye on the dog.

## **VIII. Art Contest**

Clerk Zimmerman requested that the Mayor and Council consider asking Terry Marsh to be the project manager for the City Seal project. Terry Marsh began the project a few months back, and has did an excellent job recruiting schools to participate. The Mayor and Council unanimously agreed to ask Terry Marsh to be the project manager.

## **IX. Council Pay**

Clerk Zimmerman furnished the Mayor and Council with a survey of some various Kansas cities that pay their Mayor and Council. Mayor Gibson requested that the Council consider this. Clerk Zimmerman reported that Councilman Vernon would be opposed to the idea of paying the Mayor and Council, until his term is up in 2009.

## **X. Position Descriptions**

After some discussion, motion by Youngquist to approve the updated position descriptions, second by Klenklen. The motion passed 3-0.

## **XI. Codified Ordinances**

The Council agreed to meet on January 29<sup>th</sup> at 7:00pm at the Ozawkie Township Hall to discuss and make any necessary changes to the codified ordinances. The ordinances are set for approval at the February Council meeting.

## **XII. Main Street Property**

Councilmember's Youngquist and Lassiter informed the Council that they would be interested in looking into zoning the north half of the property on Main Street as residential, and platting it into residential lots, and then keeping the south end of the property zoned as commercial. Councilman Klenklen abstained from the discussion.

Citizens, Jason Klenklen, informed the Council that he has talked to many people who are interested in the property on Main Street.

The Council agreed to table the discussion until the codified ordinances are approved.

## **XIII. Executive Session – Employee Review**

Motion by Klenklen to go into executive session under K.S.A. 75-4319(b) (1) – personnel matters of non-elected personnel, at 8:34pm for 20 minutes, second by Youngquist. The motion passed 3-0.

Council reconvened at 8:53pm.

Motion by Youngquist to allow maintenance employee, Ron Thomas, to work 20 hours per week, second by Lassiter. The motion passed 3-0.

**V. ADJOURNMENT:**

Motion by Klenklen to adjourn at 8:56pm, second by Youngquist. The motion passed 3-0.

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Melissa A. Zimmerman  
City Clerk