

INFORMATION

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

Office Hours

Mon: 9am – 6pm

Tuesday-Friday: 8am – 2pm

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

Next Meeting – April 9th, 2007

Regular Council Meeting March 12th, 2007

I. CALL TO ORDER:

Mayor Gibson called the meeting to order at 7:00 p.m. Members present: Mayor Scott Gibson. Commissioners Jason Klenklen, Marlin Youngquist, Kirk Vernon. Members absent: Commissioner Elke Lassiter.

Citizens in attendance were Don Lassiter, Ken Bieker, Bob Schuenight, Sandi Goetz, Terry Marsh, Wayne McNary, Gary Branson, Bob Holliday, Jim Cox and Matt Moore.

OPENING COMMENTS:

In opening comments, citizen, Gary Branson informed all in attendance that the City-wide garage sales will be held on the first Saturday in May, which is May 5th. Mr. Branson requested that the City help by donating copies of the flyers and registration forms, however, they will not be asking for a donation for portable restrooms, because the restrooms were a hassle last year, and did not appear to be successful. Mr. Branson reported that they hope to have the flyers out by the beginning of April, and they believe that the registration fee will be the same, but until they begin advertising, they will not know for sure. Mr. Branson also noted that they would like to train someone new to take over running the annual garage sales, and if anyone is interested, this year would be a good year to work with Gary and Sharon to train for next year. Please contact the Ozawkie City office or see Gary or Sharon Branson for more details.

II. APPROVAL OF AGENDA:

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

III. APPROVAL OF CONSENT ITEMS

a) MINUTES OF FEBRUARY 12TH, 2007 MEETING

Motion by Vernon to approve the Minutes of the February 12th, 2007 meeting, second by Klenklen. The motion passed 3-0.

b) FEBRUARY TREASURER'S REPORT

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for February. The report reflected credits/debts of \$4,899.32/\$9,449.32 for General, \$3,046.24/\$3,086.35 for Water, \$1,462.11/\$1,088.04 for Sewer \$100.00/\$23.77 for Park, \$5,792.42/\$785.60 for Special Highway and \$1,876.11/\$0 for Trash. The total receipts/expenditures for February were \$17,176.20/\$14,433.08.

Motion by Youngquist to approve the February Treasurer's Report, second by Vernon. The motion passed 3-0.

c) FEBRUARY WARRANT REGISTER

The February Warrant Register reflected an expenditure amount of \$7,582.19 for General, \$3,114.06 for Water, \$1,027.96 for Sewer, \$4,204.80 for Trash and \$25.46 for Park. Total expenditures for February were \$15,954.47.

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

IV. REPORTS:

Planning & Zoning:

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee met on Monday, March 5th to review building plans submitted by Matt Moore. The plans are for a new home construction at 613 Kansa (Block D Lot 16). Sandi informed the Council that Planning and Zoning approved recommendation of the plans for Council's approval. Motion by Youngquist to approve the plans, second by Vernon. The motion passed 3-0.

Committee Chairperson, Sandi Goetz requested that the City purchase 3 copies of the 2006 International Building Codes for the Planning & Zoning Committee. The cost is approximately \$90 per book, plus shipping and handling. Currently, the City is abiding by the 2003 International Building Codes. Motion by Youngquist to purchase 3 copies of the IBC's, for a price not to exceed \$270.00 plus shipping & handling, second by Vernon. The motion passed 3-0.

Planning and Zoning will have a special meeting on April 2nd, 2007 at 7pm at the Township Hall to review alteration plans for an existing home.

Streets:

Street Commissioner Youngquist reported that he has reviewed the streets in Ozawkie and found that the areas needing the most attention are on Meadowlark from Delaware to Sioux and then Central from Delaware to Sioux. Mayor Gibson mentioned that the street is beginning to break apart on Main Street by Casey's General Store.

Utilities:

Utilities Commissioner Klenklen informed the Council that he will be meeting with the Corps of Engineers, Kansas Forestry Department and USDA on Tuesday, March 20th at 9am at the Township Hall, regarding the City's leased Corps Property. This is an open meeting and all citizens are invited to attend.

Councilman Klenklen reported that there was a pressure main break at Central and Sioux and a water break at the north end of Delaware.

Councilman Klenklen reported an issue at 444 Kiowa, where the homeowner claims to have extensive water damage due to the City's check valve breaking, and water leaking into the house. Mayor Gibson stated that the citizen needs to attend the April Council meeting if he or she would like the Council to discuss the issue. The Council will plan to have City Attorney, John Kurth, attend the meeting to participate in the discussion.

Parks:

Nothing to report.

Law Enforcement:

Councilman Vernon reported that Ozawkie has been quiet the past month.

Governmental Affairs:

Clerk Zimmerman reported that the Meriden/Ozawkie Area Chamber of Commerce hosted a pancake feed on Saturday, March 10th from 7am to noon at the Jefferson West Elementary School in Meriden. Prior to this year, the Kiwanis hosted the pancake feed, but the Chamber of Commerce took it over. The pancake feed was a success, and all proceeds will go towards scholarships for local students.

Tree Board:

Mayor Gibson reported that the City of Ozawkie is now considered to be a Tree City USA!!! Mayor Gibson informed the Council that he would like the City to plan a celebration on National Arbor Day, which is also Ozawkie Arbor Day on April 27th, where the City will plant a tree in the City Park.

Mayor Gibson informed the Council that he was told by Bunny Watkins from the Army Corps of Engineers that the cuttings taken from the Cottonwood tree did not take because the tree was too old.

City Maintenance:

Mayor Gibson informed the Council that the maintenance department is in need of a new lawn mower. Several financing options are available, such as a lease purchase, or direct financing through John Deere. Councilman Klenklen informed the Council that it is his opinion that the Maintenance Department should cut down on the mowing around the City, especially around un-safe areas such as the ditches along Kiowa.

Animal Control Officer:

Animal Control Officer, Kyle Truhe, reported that 2 stray cats were picked up along Valley View, and one stray dog was picked up on Main Street. Councilman Vernon requested that Animal Control Officer Truhe add more detail to the Animal Control Officer Report, with information such as the color/breed of animal.

City Clerk:

City Clerk Zimmerman furnished the Mayor and Council with a Clerk's Report for the Spring Conference she attended last week in Wichita. The report explained two programs that Clerk Zimmerman would like to begin implementing immediately:

Heatshare: Money to Help Your Customers Pay Their Bills

The Heatshare program is sponsored by the Salvation Army and has been established to help hard-working citizen's who are going through a rough time pay their bills. The way it works is that a bank account is set up for all of the funds to go. Then, you let the citizen's know that when they pay their bill, they can contribute as little as \$1.00 or as much as \$5.00 to go towards the Heatshare program. The money all gets deposited into the Heatshare bank account, and then when a citizen needs help paying a bill, the Heatshare chairperson writes them a check for however much the Council approves to pay out. We can make a policy that a citizen cannot have Heatshare assistance more than once a year, which will discourage the habitual delinquent bill payer's from depending on the Heatshare program. This program would have been great to have when all of the Goodyear Employee's were on strike, because several citizen's of Ozawkie are Goodyear Employee's and were having a hard time paying their utility bills.

State of Kansas Setoff Program – Collecting Delinquent Charges

The State setoff program is one of the best ways to receive past due payments from citizens who left Ozawkie without paying. The only requirements for submitting debts are that the debt amount must exceed \$25, the citizen's name, social security number must be included, as well as, a brief description of the debt and the amount of debt owed. The debt is entered into the Kansas Debt Recovery System (KDRS) and payments are matched with Income Taxes, Unclaimed Property, Payroll (for state employees) and other misc. payments due. The collection fee if the debt is sent in via email with a social security number is %18.4, but if the debt is not sent in via email and/or we do not have a social security number for that citizen, the fee is %23.4. Once a debt has been submitted, it stays in the KDR System until the debt has been matched (so some of the debts could take years to match!) I asked several other cities what information they ask when someone is wanting utility service, and I was told by almost every single City Clerk

in the room that they require a "Utility Card" be filled out which includes the citizen's name, address, phone number, social security number and a copy of their driver's license. Some cities require that each person over the age of 18 in the house have a utility card on file. If the citizen refuses to list their SSN, we can charge them a large deposit to cover the cost of an unpaid bill.

Clerk Zimmerman questioned as to whether the Council was interested in hosting the annual City-wide cleanup again this year. After much discussion, the Council agreed to have the City-wide cleanup day on the second Saturday and Sunday of May, and have the dumpsters available for dumping between 8:00 am and 6:00 pm. Four dumpsters will be available. Motion by Vernon to approve the City-wide cleanup, second by Klenklen. The motion passed 3-0. The dumpsters will be monitored by City personnel.

Clerk Zimmerman reported upcoming events:

- April 3rd – Elections
- April 12th – City-wide Vet Clinic from 6:30pm – 8:30pm at the Township Hall
- April 27th – Ozawkie Arbor Day
- May 5th – City-wide Garage Sales
- May 12th & 13th – City-wide Cleanup

NEW BUSINESS

V. Building Inspector Discussion

There were two applicants for the City building inspector position. Neither candidate was certified, nor did they hold insurance for Contractual Liability or Errors and Omissions, but both candidates did have several years of experience with the inspection process. Clerk Zimmerman informed the Council that the City's Liability Insurance agent recommends that the City Building Inspector have General Liability for \$500,000 and Errors and Omissions for \$500,000, as well as have the City named as an Additional Insured on both policies. Clerk Zimmerman also informed the Council that the City of Meriden is currently using a Council Member and the City of Oskaloosa is not doing final inspections. Councilman Klenklen recommended that the City look into schooling for the Building Inspector, as well as cost of insurance. The Council agreed that in the meantime, local contractors will be contacted to do house inspections.

VI. Property Insurance

Clerk Zimmerman met with Bill Anderson, of Anderson Peck Agency, the City's Liability Insurance Company, regarding the annual insurance premium for the City. Clerk Zimmerman requested that the Mayor and Councilmember's review the replacement cost amounts to make sure that the City is not over or under insuring the property. All changes are to be submitted to Clerk Zimmerman before Friday so that she can get the changes to Mr. Anderson.

VII. Art Contest

City Seal Project Manager, Terry Marsh, reported that one school participated in the City Seal Project. Jefferson West Art Teacher, Mark Ralston sent his top 6 choices to the City. Terry Marsh informed the Council that Clerk Zimmerman and himself worked together to pick the top 3 out of the 6, and now would like the Mayor and Council to decide which contestants will get 1st, 2nd and 3rd places. After much discussion, the Council voted that the first place winner will be Jolie Van Petten, the second place will be Matt Debus, and the third place will be Rebecca Revelle. Mr. Marsh recommended that the Council approve to furnish certificates to all six participants and one larger certificate to the school in appreciation of their participation, as well as medals with ribbons for the top three contestants and a trophy to be given to the art department. Mr. Marsh also recommended that instead of giving out the E. Series Bonds that were originally discussed, that the City donates a needed item to the school's art department. After much discussion, motion by Vernon to approve the recommendations submitted by Terry Marsh, with the exception that the cost of all necessary supplies and donations will not exceed \$100, second by Youngquist. The motion passed 3-0. Mayor Gibson will hand out the awards at Jeff West's Fine Arts Night on May 8th at 7pm at the Jefferson West High School.

VIII. Codified Ordinance Meeting

The Council agreed to adjourn the meeting to March 27th at 6pm to review the last section of the newly Codified Ordinances.

V. ADJOURNMENT:

Motion by Youngquist to adjourn to March 27th at 6pm at the Township Hall, second by Vernon. The motion passed 3-0. Meeting adjourned at 8:52pm.

Melissa A. Zimmerman
City Clerk