

INFORMATION

City Office – (785) 876-2550

Located at 524 Kiowa

Office Hours

Mon: 9am – 6pm

Tuesday-Friday: 8am – 2pm

City Maintenance – Ron (785) 608-3547

Certified Operator - Bob (785) 640-8750

Next Meeting – April 14th, 2008

www.ozawkie.org

Regular Council Meeting March 10th, 2008

I. CALL TO ORDER:

Mayor Gibson called the meeting to order at 7:02 p.m. Members present: Mayor Scott Gibson. Commissioners Jason Klenklen, Dale Barnum and Mark Roberts. Members absent: Commissioners Steve Stanton and Marlin Youngquist.

Citizens in attendance were Sandi Goetz, Bob Holliday, Don Lassiter, Elke Lassiter, Bob Schuenight, Wayne McNary, Sharon Branson, Grace Jolly, Don Daugherty, Jennie Daugherty, Ken Bieker, and Jim Cox.

OPENING COMMENTS:

Former Park Commissioner, Elke Lassiter, informed the Council that she received notice that the City of Ozawkie will be recognized as a Tree City USA for 2007 at a ceremony in Manhattan on March 26th. Elke would like a representative from the City to attend the ceremony to receive the City's recognition plaque. The cost is \$20 per person which includes lunch. The day begins at 9:15am and awards are handed out from 2:00pm to 2:30pm. Motion by Klenklen to have Elke Lassiter and 1 city representative attend the conference at the City's expense for the \$20 registration fee, second by Barnum. The motion passed 3-0.

The City received a donation request from Jefferson West USD #340 for the Booster Club's annual carnival on April 26th. The Council unanimously agreed not to donate any money because the citizen's of Ozawkie already pay taxes to support the school. The Council agreed to advertise the event in the minutes, newsletter and City website.

Citizen, Grace Jolly, questioned whether the City would provide assistance for picking up limbs in citizens' yards from the ice storm. Mayor Gibson reported that the County has already been through the City to remove any limbs that were placed along the roadsides, but if a citizen is in need of help, he or she can contact the maintenance department for assistance.

Sharon Branson reported that she and Gary will be coordinating the 2008 annual garage sales for one more year, but they would greatly appreciate, and are willing to train, anyone who would be willing to take over the coordination of the event. The sales will be held on May 3rd and all registrations are asked to be turned in by April 28th. Since the Branson's don't foresee any increases in cost, the registration fee will more than likely stay at \$7.50. Almost 100% of the registration fees go towards paying for advertising; however, there is a small portion of money leftover at the end of each year. For the last couple of years, the Branson's have been depositing the leftover money in a checking account that was created for the garage sale event. Their hope is that, in the future, the garage sale event will be self sufficient so that the coordinators will not have to pay for advertising and supplies out of their own pockets and then wait for registrations in order to be reimbursed. Councilman Roberts expressed his desire for the City to support the sales by making copies and advertising in the newsletter, website and minutes. Motion by Roberts to assist efforts in coordinating the 2008 city-wide garage sales by providing clerical support and advertising support, second by Klenklen. The motion passed 3-0. Food vendors are also required to pay the registration fee.

The City received another request from Karen Miller for a decision as to whether a variance would be granted for her special needs pets if her and her husband moved into the City. The Council unanimously agreed that the Miller's are more than welcome to attend a meeting to request a waiver, however, there is no guarantee that a waiver will be granted.

II. COUNCIL COMMENTS/QUESTIONS/CONCERNS

Nothing to report.

III. APPROVAL OF AGENDA:

Clerk Zimmerman reported that item #6 Lakewood Hills be removed because a representative from Lakewood Hills will not be present at the meeting. Councilman Roberts requested that a discussion of the City's Tornado Sirens replace Lakewood Hills item #6. Motion by Klenklen to approve the agenda as amended, second by Barnum. The motion passed 3-0.

IV. APPROVAL OF CONSENT ITEMS

a) MINUTES OF THE FEBRUARY 11TH, 2008 MEETING

Motion by Klenklen to approve the Minutes of the February 11th, 2008 meeting, second by Roberts. 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/debits of \$5,741.70/\$6,898.09 for General, \$2,767.25/\$2,780.21 for Water, \$1,341.67/\$504.35 for Sewer, \$0/\$28.52 for Parks, \$0/\$184.16 for Special Highway, \$0/\$222.86 for Equipment Reserve and \$1,783.67/\$0 for Trash. The total receipts/expenditures for February were \$11,634.29/\$10,618.19.

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

c) FEBRUARY WARRANT REGISTER

The January Warrant Register reflected an expenditure amount of \$6,979.14 for General, \$2,098.00 for Water, \$2,871.84 for Sewer, \$4,373.70 for Trash, \$222.86 for Equipment Reserve, and \$13.02 for Park. Total expenditures for February were \$16,558.56.

Councilman Roberts questioned the gas bill again, which has been larger than usual for this time of year. Mayor Gibson reported that he hopes the gas bill will decrease once the garage door has been fixed.

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

V. REPORTS:

Planning & Zoning:

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee met on March 3rd. Members present were Grace Jolly, Lynn Drown, Arnold Leek, and Sandi Goetz. The committee reviewed plans for replacing a deck at 517 Sioux. The proposed wooden deck, with steps, would be 10 feet wide by 20 feet long. Motion by Klenklen to approve the porch, second by Barnum. The motion passed 3-0.

The committee reviewed the current building permit fees and approved recommending to Council that Building Permit #5 for desk, patios (permanent/poured), dog runs (permanent/poured), sidewalks, driveways, fences, breezeways, and accessory structures, be reduced from \$45 to \$35. Councilman Klenklen voiced his concerns that the building permit fees for improvements that don't require inspections could hinder citizens from making improvements to their homes. Chairperson Goetz explained that without a fee, citizens may be less likely to have the plans approved, which can ultimately lead to structures that do not enhance the beautification of the City. The Council discussed earmarking the \$45 administrative fee for education and training courses for the Planning and Zoning members. Clerk Zimmerman informed the Council that after looking into the possibility of earmarking the money for training, no other city has come forward to say that they have done or are doing this, and LKM did not say it wasn't legal. Mayor Gibson requested that Clerk Zimmerman contact City Attorney, John Kurth, for an explanation of what the City can actually charge the citizens for. Tabled until next month.

Councilman Roberts requested that City Building Inspector, Richard White, be contacted and that the issue of timely inspections be reinforced. Mayor Gibson will contact Mr. White and reiterate the importance of timely inspections.

Clerk Zimmerman reported that she spoke to Vicki Abel, owner of the 201 Delaware residence, regarding future plans for the lot. Ms. Abel explained that she has two options, and is leaning towards option #1. The first option is to clean the lot off completely and collapse the basement walls, and then sell the lot. This will have to wait until the ground dries out a little more. The second option is to sell the lot and have the buyer clean it up and possibly keep the basement and build on it. Clerk Zimmerman informed Ms. Abel that the City Attorney has advised that, although a structural engineer is not required, it's a safe idea for the City to request the builder to obtain an inspection from one. The Attorney does not feel the need for this to be in contract form, as long as it is plainly stated in the minutes.

Streets:

Mayor Gibson reiterated that Street Commissioner Youngquist has requested feedback from each Councilmember regarding possible 2008 street repairs and upgrades.

Mayor Gibson reported that Councilman Youngquist has future plans for crack sealing and aggressive weed control for the City streets.

Utilities:

Utility Commissioner Klenklen reported that the first utility newsletter will go out with the April newsletter. Along with the utility newsletter, a copy of the CCR, Water Quality Report for 2007 will be included.

Councilman Klenklen reported that the city maintenance department spent the last few days dealing with another main break at Sunflower and Delaware. This is the fourth break at that location; therefore Councilman Klenklen is working with Certified Operator Schuenight to relocate the water line.

Councilman Klenklen reported that he has been looking into various financial tools for utility improvement, including grants and loans. Most of the grants and loans will require a water conservation plan, as well as, a water loss control plan. Both are in the process of being developed and more information will be available in the future.

The City received a letter from KDHE thanking the City for contacting them after having to discharge.

Councilman Klenklen reported that he has been in contact with Kristen Jordan and the GIS survey will be taking place in May.

The City received an estimate from Hickman Environmental for installing a new above ground electric control panel:

Control Panel	\$7,275.00
Rack	\$210.00
Wire/Conduit	\$300.00
Labor	\$1,100.00
Total	\$8,885.00

Parks:

Park Commissioner Barnum thanked Elke Lassiter for all of her work and reported that he has plans to work with her on future park projects.

Councilman Roberts voiced his concerns for the ice damage on trees, and whether the City has plans to clean it up or not. Mayor Gibson reported that there are several classes coming up, hosted by Kim Bomberger, to learn more about what to remove and what to keep, and how to safely remove damaged trees. The Council discussed allowing citizens who would like some of the wood to cut the damaged or dead trees down and take the wood for free, as long as the area is cleaned up afterwards. Mayor Gibson stated that the City would greatly appreciate any tree donations.

Law Enforcement:

Mayor Gibson reported that since a computerized monthly report is no longer available from the County Sheriff's Department, citizens are more than welcome to view the Oskaloosa Independent or Valley Falls Vindicator for criminal activity in Ozawkie. An easy way to differentiate city limit activity from activity outside city limits is that all house numbers in Ozawkie have only 3 digits, whereas outside the City limits, the house numbers have 4 digits.

Governmental Affairs:

Governmental Affairs Commissioner Roberts provided the Council with a list of bills that are currently being reviewed by the Kansas Legislature. At this time, most of the bills have minimal to no impact on the City. House Bill 2747, however, will allow for annexation approval without city or county involvement. This could be detrimental to the City because if, for instance, several homes were annexed into the City, the City's utility infrastructure may not be able to handle the load.

Clerk Zimmerman reported that the Meriden/Ozawkie Area Chamber of Commerce hosted its 3rd pancake feed at the Jeff West Elementary School on March 8th from 7am to noon. Clerk Zimmerman volunteered from 6am to 1pm as a representative of the City. The last attendance number was 399, which constitutes a very successful pancake feed. The Chamber thanks everyone who volunteered and everyone who came and ate.

The cost of stamps will increase by 1¢ on May 12th, 2008. If you currently are using the "forever stamp" you can continue to use it after May 12th.

Tree Board:

Nothing to report.

Maintenance:

At the February Council Meeting, Councilman Klenklen requested that the maintenance department obtain several bids for a replacement door for the maintenance building. The Maintenance department received one estimate of \$2,000.00 from Overhead Door out of Kansas City. None of the local companies suggested by the councilmember's were contacted for an estimate.

The maintenance department received a bid of \$300 for a section of the garage door from Overhead Door out of Kansas City. No other bids were received because another company who provides the door could not be located. Overhead Door out of Topeka sells the door; however, due to necessary modifications to fit the door correctly, the cost would end up being more than \$300.00. Motion by Roberts to purchase the panel from Overhead Door out of Kansas City, second by Barnum. The motion passed 2-1 with Klenklen opposing.

The Council discussed purchasing a trash pump to bypass the lagoons and pump the water out in instances where heavy rains cause the lagoons to rise within 5 inches from the top. The maintenance department would like to know whether the City wants to continue renting a pump or possibly purchasing one. The cost for a 2" trash pump is approximately \$200.00. Councilman Klenklen informed the Council that the City currently has a 2" pump and to be effective, the City would need at least a 6" pump. Since the issue of pumping the lagoons is very rare and a worst-case scenario, Councilman Klenklen recommends that the City set up accounts with United Rental, Sunflower Rental and Hertz Rental so that a pump is readily available when needed.

Certified Operator:

Certified Operator Schuenight reported on an incident that recently happened at the Kiowa Lift Station. The Council unanimously agreed to contact City Attorney, John Kurth, for guidance as to what the City should do next. Councilman Roberts requested that Mr. Kurth be present at the April Council Meeting to discuss this issue in executive session.

City Clerk:

Clerk Zimmerman reported that the City Office will be closed March 12th – 14th due to her attendance at the CCMFOA Spring Conference in Wichita.

NEW BUSINESS

VI. Tornado Sirens

Councilman Roberts wanted the issue of the tornado sirens to be discussed. Councilman Klenklen reported that he has been in the process of researching the issue and that he would contact Councilman Roberts by the end of the week to inform him of the status of the research. Citizen, Bob Holliday, reported that only one of the three sirens is equipped to be utilized as a storm warning siren. The other two sirens were formally used as a fire warning system. Item tabled until next month.

VII. City Embosser Seal

Clerk Zimmerman presented two bids for the new City seal embosser. The first is from Diamond Printing, out of Topeka which is for a seal only, not a new embosser, for \$125 - \$150. The second is from V & K Details, out of Spring Grove, Illinois for a new seal and a new embosser. The cost for the art and extra engraving time, plus a desk embosser is \$145.99 and approximately \$135.99 for all of that but a pocket embosser as opposed to a desk embosser. Neither company could provide samples. Motion by Klenklen to approve option #2 with a desk embosser for \$145.99, plus shipping and handling, and requiring that a proof be sent to Clerk Zimmerman for her approval before the seal is created, second by Barnum. The motion passed 3-0.

VIII. Business License

Clerk Zimmerman provided feedback from the City Attorney, okaying the addition to ordinance 5-201 that was discussed at the February Council Meeting. Mr. Kurth mentioned that it is probably a good idea to insert the note. Motion by Barnum to approve the addition to ordinance 5-201, second by Klenklen. The motion passed 3-0.

IX. Township Agreement

The Council agreed to host a work session on Monday, March 31st at 7pm at the Township Hall to discuss the office agreement between the City of Ozawkie and the Ozawkie Township.

X. Executive Session – Employee Discussion

Motion by Barnum to go into executive session under K.S.A. 75-4319(b) (1) – personnel matters of non-elected personnel, at 9:36pm for 15 minutes, second by Klenklen. The motion passed 3-0.

Council reconvened at 9:51pm.

XI. Insurance Premiums

Discussion took place regarding the set values on the City's liability insurance coverage. The City has insurance coverage for replacement cost, as opposed to actual cash value. Since the policy expires on April 1st, the Council agreed to put the matter on the agenda in October so that a more thorough analysis can be done. The Council requested that Bill Anderson be present at the October meeting or someone from the company who can assist the City with determining replacement cost values. Councilman Klenklen reported that KRWA will assist the City if necessary.

In the meantime, motion by Roberts to increase the fuel tank coverage to \$900.00 and playground equipment coverage to \$33,000.00, second by Klenklen. The motion passed 3-0.

V. ADJOURNMENT

Motion by Klenklen to adjourn at 10:15pm, second by Roberts. The motion passed 3-0.

Melissa A. Zimmerman
City Clerk