

INFORMATION

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

Office Hours

Mon: 9am – 6pm

Tuesday-Friday: 8am – 2pm

Certified Operator – Kyle (785) 608-3547
Maintenance - Ron (785) 640-8750

Next Meeting – November 12th, 2007

www.ozawkie.org

Regular Council Meeting October 8th, 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, Mark Roberts and Elke Lassiter. Members absent: Commissioners Marlin Youngquist. Clerk Zimmerman recorded minutes.

Citizens in attendance were Sandi Goetz, Rick Rathbun, Ken Newell, Lynn Drown, Jamie Klenklen, Sandi Goetz, Grace Jolly, John Howey, Bill Rice, Linda Rice, Arnold Leek, Brandon Best and Marilyn Blevins.

OPENING COMMENTS:

Clerk Zimmerman received an oral complaint from Bill Mitchell, 513 Sioux, regarding mud run-off from Chuck Toy's new house on Sioux. Mayor Gibson reported that Mr. Toy did proceed to seed the yard, which should alleviate the mud run off. The Council agreed to look into adding a preventative requirement for some sort of silt fencing, to the ordinances.

II. COUNCIL COMMENTS/QUESTIONS/CONCERNS

Mayor Gibson reported that he was contacted by John Howey, 316 Kansa, who is interested in the vacant council position. Mr. Howey submitted his resume to the Council. Citizen in attendance, Rick Rathbun, 106 Sunflower, expressed slight interest in the position. After much discussion, the Council agreed to allow Mr. Rathbun the opportunity to submit a resume for the position. The Council hopes to appoint a new council member at the November Council Meeting.

Councilwoman Lassiter questioned as to what happened to the daily maintenance logs that the city maintenance employees were asked to fill out several months ago. Mayor Gibson informed the Council that, because the report consists of many pages, he has not been making copies for everyone, but a copy is available for review at the maintenance building. He agreed to present one copy at the monthly council meetings.

Mayor Gibson informed the Council that, since the resignation of Council President, Kirk Vernon was accepted, the Council needs to agree on a new Council President. The Councilmember's in attendance agreed to table the discussion until all of the councilmember's are in attendance.

Councilman Roberts informed the Council that he has been sick due to a tick bite that infected him with Rocky Mountain Spotted Fever. He apologized for possibly having to excuse himself early from the meeting. The Council wishes him a speedy recovery.

III. APPROVAL OF AGENDA:

Councilman Klenklen requested that the topics under City Maintenance (utility door hangers and meter locks) be moved to the Utility Commissioner report.

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

IV. APPROVAL OF CONSENT ITEMS

a) MINUTES OF THE SEPTEMBER 10TH, 2007 MEETING

Motion by Klenklen to approve the Minutes of the September 10th meeting, second by Lassiter. The motion passed 3-0.

b) SEPTEMBER TREASURER'S REPORT

Treasurer Bieker furnished the Mayor and Council with a monthly financial report for September. The report reflected credits/debits of \$12,411.32/\$6,102.67 for General, \$6,432.12/\$2,600.84 for Water, \$2,658.39/\$768.67 for Sewer, \$150.00/\$25.10 for Parks, \$0/\$222.86 for Equipment Reserve, and \$3,320.40/\$4,320.00 for Trash. The total receipts/expenditures for September were \$24,972.23/\$14,040.14.

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

c) SEPTEMBER WARRANT REGISTER

The September Warrant Register reflected an expenditure amount of \$6,401.60 for General, \$2,581.26 for Water, \$1,329.34 for Sewer, \$222.86 for Equipment Reserve \$94.41 for Special Highway and \$24.42 for Park. Total expenditures for September were \$10,653.89.

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

V. REPORTS:

Planning & Zoning:

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee met on October 1st at 7:00pm. All members were present. Ms. Goetz informed the Council that committee members, Arnold Leek and Grace Jolly were both in attendance at the council meeting, as well as, Lynn Drown, who is considering setting on the Planning and Zoning Committee.

Committee member, Mark Hothan, recused himself. The committee discussed a request for an amendment from Mark Hothan, 412 Delaware, to his recently approved deck plans. Because the plans were approved under the old ordinances, and they do not require approval for a deck, the committee agreed to recommend that the City Council

accept the amendment. Motion by Klenklen to accept the requested amendment, second by Roberts. The motion passed 3-0.

The Planning and Zoning Committee accepted Jason Phillips' resignation. The Mayor and Council wish to thank Jason for all of his years of service on the committee.

Sandi Goetz informed the Council that after doing an extensive search, she located the City's missing comprehensive plan. Ms. Goetz provided one hard copy and two CD-R copies for the Ozawkie City Office. The Mayor and Council thanked her for her hard work in finding the comprehensive plan.

Mayor Gibson requested that the Planning and Zoning committee look into either creating or altering the amended building codes to cover a time frame that small utility building construction is to be completed.

Streets:

Councilmember Youngquist informed Clerk Zimmerman that the concrete work is set to commence in a week or so. Also, Councilman Youngquist has been in contact with several companies regarding the guttering issues on Delaware.

The Council discussed possibly adding a stipulation into the future street work contracts that the City will assess a penalty if the work is not completed in the allotted time given.

Bill Rice, 114 Goldenrod, requested that the Council look into companies that provide at least 90 days warranties on their work.

Utilities:

Utility Commissioner Klenklen reported that there have been recent issues with homeowners who have had their water services disconnected due to large outstanding balances on their water accounts turning their meter back on. Therefore the maintenance department ordered a water service locking valve cover to be placed on any meter that is being turned back on by someone other than a city official.

Utility Commissioner Klenklen reported that there was a water main break at the intersection of Delaware and Sunflower and that the City made an attempt to contact every homeowner who was affected by the break. Councilman Klenklen has been working with Clerk Zimmerman to create a multi-functional door hanger that will notify residents that either (a) their water has been disconnected due to a late utility bill (b) their water will be off for City repairs, and indicate an estimated time of when the homeowner can expect the water to be back on (c) a water service locking device has been placed on their meter because the City has deemed that the meter has been tampered with. Clerk Zimmerman and councilman Klenklen will continue working on the notice and have a recommendation for the November Council meeting. Next month, the Council also plans to discuss the fines for tampering with a water meter.

Councilman Klenklen is anticipating a start time around January/February 2008 for the demolition of the tennis court.

Councilman Klenklen reported that the water tower inspection has been completed by Utility Service Company. The inspection report showed several small issues and gave recommendations to the City to improve the condition of the water tower. Clerk Zimmerman met with Tom Stechman, who completed the report, and was given information regarding a professional service that Utility Service Co. offers to entities who own water towers. The service is an annual maintenance agreement that makes Utility Service Co. in charge of general maintenance and upkeep of the water tower, as well as, needed repairs. Under the agreement, Utility Service Co. assumes the risk and responsibility of the City's water tower and the City is responsible for an annual maintenance fee, based on the size and style of the water storage tank.

Parks:

Park Commissioner Lassiter requested that the following work orders be submitted to the maintenance department:

- ◆ Fix the nozzle on the drinking fountain in the City Park
- ◆ Make sure all the nails are hammered into the wood surrounding the playground equipment
- ◆ Spray weed killer on the mulch around the trees

Councilwoman Lassiter is planning on creating a maintenance plan for the City Park for maintenance employees to follow.

Councilwoman Lassiter reported that there was a good turnout for the Tree Trimming/Pruning class hosted by Kim Bomberger of the Kansas Forest Service in Manhattan. To see pictures from the class, or to download information given by Ms. Bomberger, please visit the website at http://www.ozawkie.org/Tree_Class.htm.

Councilwoman Lassiter informed the Council that she is still in the process of obtaining the 501(c)(3) status. The turn-around time after the paperwork has been submitted is approximately 6 weeks, therefore, the project is taking longer than originally anticipated.

Raffle tickets are still being sold for the quilt that Councilwoman Lassiter made.

Law Enforcement:

Nothing to report.

Governmental Affairs:

Clerk Zimmerman reported on the following upcoming events for the Meriden/Ozawkie Area Chamber of Commerce:

- ◆ October 13th – Pancake Feed from 7am to 10am at Jefferson West Elementary School. The cost is a free will donation
- ◆ October 31st – Trunk or Treat in the Countryside Square parking lot from 3:30 to 6pm. This is a safe way for young children to trick-or-treat.

Tree Board:

Councilwoman Lassiter reported that she received information regarding a coloring contest for Arbor Day and will be looking into getting participation from local 5th graders.

City Maintenance:

Mayor Gibson reported that the maintenance department is having issues with not having enough space for all of the equipment, as well as, inventory supplies. At some point, the Mayor would like the councilmember's to consider adding a pole barn or some other sort of small enclosed area for extra storage.

Animal Control Officer:

Nothing to report.

City Clerk:

Clerk Zimmerman reported that the City letterheads have been received and they look great. Clerk Zimmerman requested that the Council consider, in the future, purchasing City pins to give to visitors when they come to the City.

Clerk Zimmerman requested that the Council discuss and make a decision on whether or not to purchase holiday hams and who to purchase them for. After much discussion, motion by Roberts to purchase holiday hams for employees, second by Lassiter. The motion failed 2-1 with Klenklen opposing. Councilman Klenklen requested that the City consider purchasing hams for the Planning and Zoning committee. Roberts restated his previous motion, as is, second by Lassiter. The motion passed 3-0.

Clerk Zimmerman informed the Council that there is a Master Municipal Clerks Academy, November 15-16, in Wichita for continuing education. The cost is \$250. No action was taken.

Clerk Zimmerman informed the Council that she would like the City of Ozawkie, as a whole, to participate in donating to two local organizations:

- ◆ Jefferson County Humane Shelter - Since the City did not budget for the entire amount requested by the Humane Shelter for 2008, perhaps we can contribute by donating needed items. Clerk Zimmerman is already adding a "featured pet" to the Ozawkie website (www.ozawkie.org/Humane_Shelter.htm), as well as, posting upcoming events for the shelter.

- ◆ Heaven's Closet & Pantry – This organization is a clothing and food bank for homeless or underprivileged people. The service is strictly by referrals from the Jefferson County Health Department and local schools/churches/fire departments.

Clerk Zimmerman requested that the Council approve participating in these programs by allowing anyone who is interested in helping to drop off donated items to the Ozawkie City Office. The Council unanimously agreed. For more information, go to www.ozawkie.org and click on DONATE.

Ozawkie Postmaster, Jerry Lewman, requested that the Council proclaim October 2007 at Ozawkie Postal Employees Breast Cancer Awareness Month. Motion by Klenklen to approve the proclamation, second by Roberts. The motion passed 3-0.

NEW BUSINESS

VI. Stan Metzger – Annexing Farm

(Continued from September Meeting)

Planning & Zoning chairperson, Sandi Goetz, reported that the committee reviewed the annexation requested by Stanley Metzger and would like the City to take into consideration that, upon reviewing the current population to utilities, the utility systems are running close to capacity and therefore would be strained to take on anymore houses. The committee's recommendation to the Council was not to consider annexing the property at this time. The Council thanked the committee for all of their research and agreed to table the discussion until Mr. Metzger has definite plans for the property.

VII. Change to Ordinance 8-403

The Council reviewed a change of ordinance 8-403, regarding weed control, which would only require the City of Ozawkie to send out one written notice by May 1st of each year to all property owners in the City informing them of the weed control ordinances, and then mowing lots in violation, without notice to the property owner. The City is currently sending a notice to property owners in violation and then mowing the lot without further notice. In both cases, the property owners would receive a bill for the mowing.

VIII. 2010 Decennial Census

Clerk Zimmerman informed the Council that she attended a workshop on October 4th regarding the 2010 Census and will be working with the Jefferson County GIS Department on completing the census for the City.

IX. Main Street Property, Block S

Councilman Klenklen recused himself from the Council table.

The Planning & Zoning committee provided a recommendation to the Council for Block S. The recommendation included a greenway on the north side of the property that extended 655' wide by 175' deep. The south side of the property, between Casey's and the Post Office, would be commercial property 408' wide by 177' deep. They set a price of \$1.00 per square foot.

Citizen's Bill Rice, Linda Rice and Jamie Klenklen all expressed their interest in buying pieces of the property that would be allocated as a greenway. Brandon Best was in attendance due to his interest in purchasing a portion of the commercial property on the south side. All of the interest parties are interested in the property because they do not want anything built that will obstruct their views of the lake.

The Council agreed to table the discussion to the November meeting.

X. 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 10:20pm for 10 minutes, second by Roberts. The motion passed 3-0.

Council reconvened at 10:30pm.

V. ADJOURNMENT:

Motion by Klenklen to adjourn at 10:33pm, second by Lassiter. The motion passed 3-0.

Melissa A. Zimmerman
City Clerk