

## **INFORMATION**

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

Office Hours  
Mon: 9am – 6pm  
Tuesday-Friday: 8am – 2pm

City Maintenance – Travis (785) 608-3547  
Certified Operator – Bob (785) 640-1194

Next Meeting – November 10<sup>th</sup>, 2008

*[www.ozawkie.org](http://www.ozawkie.org)*

## **Regular Council Meeting October 13<sup>th</sup>, 2008**

### **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, Dale Barnum, and Mark Roberts. Members absent: Commissioner Steve Stanton.

Citizens in attendance were Sandi Goetz, Bob Holliday, Elke Lassiter, and Ken Bieker.

### **OPENING COMMENTS:**

In opening comments, citizen, Sandi Goetz requested that the Council reiterate the ordinance pertaining to political signs being erected in the City. Mayor Gibson read zoning regulation R-313(2) (a) aloud:

“No more than three (3) temporary signs, per candidate, not to exceed three (3) feet by two (2) feet, may be erected on private property, for a period of thirty (30) days prior to scheduled election.”

Sandi informed the Council of a sign located at 200 Delaware that exceeds the limit of 3' x 2' and requested that the Council look into the issue.

Elke Lassiter, 624 Kansa, informed the Council that she recently attended a director's meeting of the Chamber of Commerce with Clerk Zimmerman to discuss options for constructing a restroom facility in the City Park. The Chamber agreed to work with the City and requested that Elke research what type and size of facility that would be the most cost-effective and beneficial to the park. Elke requested Clerk Zimmerman's help for finalizing the 501(c) (3) application so that supplies could be donated through the park committee.

Elke Lassiter also reported that she attended a rain water workshop with Sandi Goetz and she would like to insert some information she learned from the workshop in a City newsletter around spring of 2009.

Bob Holliday, 312 Delaware, explained to the Council the importance of establishing an emergency management plan in case of a disaster in Ozawkie. Previously, the City began working with Don Haynes, and then worked with Doug Schmitt, Jefferson County Emergency Management Director, but no progress has been made thus far.

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

In reference to the speeding issue in Ozawkie, Councilman Youngquist reported that he will look into renting or borrowing an electronic radar trailer.

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

Motion by Youngquist to approve the agenda, second by Klenklen. The motion passed 4-0.

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

### **a) MINUTES OF THE SEPTEMBER 8<sup>TH</sup>, 2008 MEETING**

Motion by Roberts to approve the Minutes of the September 8<sup>th</sup> meeting, second by Youngquist. The motion passed 4-0.

### **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 \$11,810.74/\$6,343.60 for General, \$11,160.70/\$2,744.72 for Water, \$2,796.53/\$614.15 for Sewer, \$75.00/\$13.12 for Parks, \$0/\$222.86 for Equipment Reserve, \$0/\$714.37 for Special Highway, and \$3,800.05/\$4,393.50 for Trash. The total receipts/expenditures for September were \$29,643.02/\$15,046.32.

Motion by Klenklen to approve the September Treasurer's Report, second by Youngquist. The motion passed 4-0.

### **c) SEPTEMBER WARRANT REGISTER**

The September Warrant Register reflected an expenditure amount of \$6,100.32 for General, \$24,902.09 for Water, \$1,060.93 for Sewer, \$0 for Trash, \$222.86 for Equipment Reserve, \$4,995.31 for Water Depreciation Reserve and \$13.12 for Park. Total expenditures for September were \$37,294.63.

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

## **V. REPORTS:**

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

Committee Chairperson, Sandi Goetz informed the Council that the Planning & Zoning Committee met on October 6<sup>th</sup>, 2008 to review porch plans for Jason Klenklen. Councilman Klenklen abstained from all discussion. Mr. Klenklen had previously obtained a permit for a shed-style roof on the porch addition, but, for aesthetic purposes, changed the roof to a dormer style. After reviewing the plans, motion by Youngquist to approve the plans, second by Barnum. The motion passed 4-0, with Klenklen abstaining due to a conflict of interest.

The committee discussed changes submitted by Councilman Klenklen for the recently adopted Erosion & Sediment Control Plan. The subject of moving pods/relocation boxes was also discussed. The committee appointed Arnold Leek as vice chairperson, and Sandi Goetz would like to thank Grace Jolly for serving as interim vice-chair until the position could be filled.

The next Planning & Zoning meeting will be on November 3<sup>rd</sup>, 2008 at 7pm at the Township Hall.

***Streets:***

Street Commissioner Youngquist is waiting to hear back from Bettis Asphalt regarding the time frame for the asphalt work, which is stated in the contract to be completed by October 31<sup>st</sup>.

***Utilities:***

Utility Commissioner Klenklen informed the Council that the 3<sup>rd</sup> party testing would only occur if KDHE is required to obtain a sample (due to unauthorized discharge, etc.). The present Certified Operator would request a split sample; KDHE would take one sample and we would send the other sample to a 3<sup>rd</sup> party for testing of the sample. This is simply a fail-safe in case KDHE reports that the sample is bad, if our 3<sup>rd</sup> party tester claims that it's not, it could prevent the City from paying for extra sample requirements from KDHE. No action was taken by the council with regard to adopting 3rd party testing. Councilman Roberts stated that before any such procedure is implemented, a written policy and procedure for city staff needs to be drafted and reviewed by the council as appropriate care must be taken in situations involving state authorities. Councilman Roberts volunteered to assist Councilman Klenklen with developing such a draft.

Councilman Klenklen reported that Pat Simpson from KDHE would be more than happy to discuss the City's burn pile if there are any issues or questions.

***Governmental Affairs:***

Clerk Zimmerman reported that the Chamber of Commerce held a Pancake Feed fundraiser on October 11<sup>th</sup>, with half of the proceeds going back to the Chamber for area improvements and the other half going towards a scholarship for a Jeff West student.

Everyone is invited to attend the **TRUNK-OR-TREAT** held at Countryside Square on October 31<sup>st</sup> from 3:30 to 6:00pm. Free hot dogs, chips & drinks will be served while local businesses provide treats from their vehicles and store fronts.

The next Chamber of Commerce meeting will be held at the VFW Hall in Meriden on Thursday, October 16<sup>th</sup> at noon.

***Parks:***

Nothing to report.

***Law Enforcement:***

Nothing to report.

***Leased Property Committee:***

The next committee meeting will be held on Wednesday, October 22<sup>nd</sup> at 7pm at the Township Hall.

***Tree Board:***

Councilman Barnum reported that he will begin working on requirements for the Tree City USA, including spreading wood chips around the trees, planting new trees, and possibly pruning existing trees.

***City Maintenance:***

Clerk Zimmerman presented figures for employee shirts for Council to review. Comp-U-Sew quoted either a nice polo shirt or a plain t-shirt with City of Ozawkie on the left chest area at \$35/shirt. Elke Lassiter quoted the same embroidery for \$5 per shirt, with the City providing the plain t-shirts. Clerk Zimmerman requested that the Council decide what color the shirts should be, and then what color the embroidery should be. Mayor Gibson requested that Clerk Zimmerman look into highly visible shirts, which would draw attention to the maintenance employees, and bring the exact information to the November Council Meeting.

***Certified Operator:***

Councilman Klenklen presented the Council with information regarding issues to consider when removing multiple contaminants from drinking water.

*City Clerk:*

Clerk Zimmerman reported that the old copier quit working several weeks ago, therefore, with authorization from Mayor Gibson, a new copier was purchased. The new copier replaced the old copier, scanner, fax machine & telephone. Clerk Zimmerman requested that these items be put up for sealed bid. Clerk Zimmerman will advertise the equipment on the website ([www.ozawkie.org/office\\_equipment.htm](http://www.ozawkie.org/office_equipment.htm)) and in the minutes.

**NEW BUSINESS**

**VI. Fire Department – Land Discussion**

Ozawkie Fire District #7 Fire Chief submitted a proposal to purchase block O lot 14 from the City for the amount of \$3,500, and they do not want to relocate the tree in the current parking lot. The Fire Department bought another lot from the City, which now houses the building extension, for \$4,000 in 2006. After some discussion, the Council agreed to table the item until the November meeting.

**VII. Storm Sirens**

After much discussion, the Council agreed to set the deadline to have the new storm siren system completely installed and working properly by March 1, 2009.

**VIII. Maintenance Building**

Councilman Klenklen requested that the maintenance building item be placed on the agenda for the next couple of months so that the Council can assess the current building and begin working on updates, including heating efficiency. He also reported that the new garage door has been installed and will be requesting feedback from the maintenance department regarding the door.

**V. ADJOURNMENT:**

Motion by Barnum to adjourn at 8:45pm, second by Youngquist. The motion passed 4-0.

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Melissa A. Zimmerman  
City Clerk