

Regular City Council Meeting  
December 9, 2014  
7:30 PM

**A. Call to Order:** The Regular Meeting of the Richmond City Council was called to order by Mayor Sheldon S. Snow.

**Council Members Present:** Karen Peters, Verlin Springer, Helen Feuerborn, and Doug McIntosh.

**Staff present:** Doyle Sobba, Jake Strobel and Marla Gadelman.

**Guests Present:**

**B. Public Comment:** Connie Weber reminded everyone that the Christmas Festival is on Saturday with the lighting of the Christmas tree with supper and ready of a story to follow. The library will also be holding a raffle the same evening if anyone is interested in buying tickets. Tickets will be available up until the raffle drawing.

Barbara Lane announced that all Alco Stores are going out of business and are holding a going out of business sale with everything 10%-40% off.

**C. CONSENT AGENDA:**

**Approval of Minutes of Meetings:** Verlin Springer made a motion to approve the minutes as written from the November 13, 2014, meeting. Helen Feuerborn seconded the motion. Vote 4-0, motion passed.

**Approval of Monthly Expenses:** After discussion, Karen Peters made a motion to approve the expenses paid since the November 13, 2014, meeting. Verlin Springer seconded the motion. Vote 3-1, motion passed.

**D. ITEMS OF BUSINESS:**

**Items 1 and 2 were switched on the agenda.**

**1. Park Building – Bob Cardell.** Mr. Cardell inquired whether the City would allow the Ruritans to build a building/shelter house in the park and in the southwest corner at the lake. Council members were provided bids from QSI in the amount of \$3,880 for 20X24 and \$3,650 for 20X20 to review. Additional bids will be obtained from DIY and possibly others. Mr. Cardell believes the bid from DIY would be lower. The Ruritans will provide all the labor to erect the buildings/shelters and wondered if the City might help financially. The shelters will allow picnic tables to be located underneath the shelters. The original bid from DIY was for approximately \$1,600. The Ruritans will purchase one shelter and would like the City to contribute the funds for the second shelter. Labor for erecting both shelters would be provided by the Ruritans. The shelters would be 20X20 feet. The shelter in the city park would either be located to the south

or the west of the existing playground. After further discussion, Doug McIntosh made a motion to authorize up to \$2,000.00 to be spent out of Park and Recreation Fund to purchase materials and supplies for a shelter house to be put in Richmond City Park to be installed by the Ruritans. Helen Feuerborn seconded the motion. Vote 4-0, motion passed.

**2. Highway 59 Service Station- CMB license renewal.** The Clerk announced that this renewal would be effective from January 1, 2015 through December 31, 2015. Karen Peters made a motion to renew the CMB license for Highway 59 Service Station for the year 2015. Doug McIntosh seconded the motion. Vote 4-0, motion passed.

**3. Discuss possible annexation of west side of U.S. Hwy. 59 South.** The potential expenses involved with the annexation of property were discussed by the Council. Options for alternatives to annexation were discussed, such as filing complaints with the sheriff's department about truckers using engine brakes and moving the "no engine braking" signs, and when the signs need replaced to possibly change the wording on the signs. After discussion, the council decided to take no action to annex the State right of way at this time.

**4. Discuss necessity to increase water rates 2% per Resolution No. 2014-2.** Resolution No. 2014-2 provides that the water rates will increase each January 1 unless the council determines the increase is not necessary. The 2% increase amounts to \$0.16 per month for 1,000 gallons used. It was the consensus of the council that the rate increase should go into effect on January 1, 2015.

The status of our water project was discussed. BG Consultants will be reviewing the plans this week with City Staff and the plans will be presented to the council at the January meeting. At some point the council will need to determine what should be done on property in town that have more than one meter on the property, but only one meter is active.

**5. Discuss necessity to increase sewer rates – Resolution No. 2014-9.** The Clerk reported that we are keeping up with sewer expenses, but we are not getting ahead any. There is work that is going to need to be done on the sewer system and sewer pond dams. A generator will need to be purchased at some point also. Resolution No. 2014-9 provides for an automatic increase each year. The current sewer rate is \$9.00 per month plus \$2.50 per 1,000 gallons of water used. After discussion, Doug McIntosh made a motion to adopt Resolution No. 2014-9 as follows:

#### RESOLUTION NO. 2014-9

#### A RESOLUTION ESTABLISHING RATES OF SERVICE CHARGES FOR THE USE OF THE SEWER UTILITY SYSTEM OF THE CITY OF RICHMOND, KANSAS

WHEREAS, the Code of the City of Richmond, Kansas, 2013, provides that the monthly charge for sewer service shall be set by resolution. (Code 2013, Section 15-428)

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Richmond, Kansas, in regular meeting duly assembled this 9th day of December, 2014, that the following monthly rates are hereby fixed for the sewer services of the city of Richmond, Kansas, effective January 1, 2015:

- (a) The monthly minimum shall be \$9.00 per month.
- (b) In addition to the monthly minimum, for each one thousand (1,000) gallons or part thereof, of water consumed each month, the sum of \$2.65 per one thousand (1,000) gallons or part thereof.

BE IT FURTHER RESOLVED, by the City Council of Richmond, Kansas, that the above rates shall increase by 6% each January 1 for the next five years, ending December 31, 2019, unless it shall be determined prior to each January 1 by the then city council that such increase shall not be necessary.

This Resolution shall take effect upon its adoption by the Richmond City Council at which time Resolution No. 2013-3 shall be repealed.

Karen Peters seconded the motion. Vote 4-0, motion passed.

**6. Request to review time sheets for all employees for 2014 – Doug McIntosh.** The Clerk reported that Doug McIntosh has made a request to review all employees' time sheets for the current year. The Clerk believes the time sheets are not open requests and she called the League of Municipalities while Mr. McIntosh was present and the League confirmed that the time records are no open records. The council could make the time records open documents but then the records would be open for all persons requesting to see the records. The time records can be reviewed by the City Council if they are in executive session. Doug McIntosh is requesting the information so that when the expenses are approved each month in the Expenditure Report the council is aware of how many hours are being paid and what is being done. The League also stated that the Council could nominate somebody to review the records on behalf of the Council. The Mayor suggested that at all future meetings the Council could go into executive session immediately after the meeting is opened to review the time records for the month. After discussion it was determined that beginning in January 2015 after the roll call the mayor will ask for a motion to go into executive session to review the time records of the employees.

**7. Request by Richmond Healthcare for sales tax exemption.** The Clerk reported that Richmond Healthcare is asking us to request for them an exemption for a portion of the sales tax they pay for water used. American Utility Tax and Audit Corporation has calculated and filled out a request for exemption of 32% of the water they consume as outside watering and irrigation use. The Clerk has contacted the Kansas Department of Revenue and is waiting for additional information from the Department of Revenue. No action will be taken until something is heard from Kansas Department of Revenue.

**8. Any other necessary city business.** None.

**E. Staff Reports.** Doyle Sobba reported that we have been hauling some rock and filling holes.

Water and sewer plants are working well.

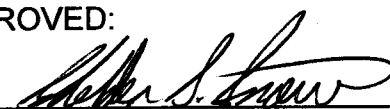
Marla Gadelman reported that she did receive the information from Franklin County on the tax exemption being requested on the property attached to the fair property. The application has been filed and she is waiting for a decision by the Board of Tax Appeals.

**F. Council Comments and/or Reports.** Scott Snow reported that the check exchange for the Firemen's Relief has been completed.

Doug McIntosh reported that gas in Pomona is \$2.29 which is \$0.40 cheaper than any other local place.

**Adjournment:** Karen Peters made a motion to adjourn the meeting. Verlin Springer seconded the motion. Vote 4-0, motion passed.

APPROVED:

By:   
Shelden Snow, Mayor

ATTEST:

  
Marla Gadelman, City Clerk