

Regular City Council Meeting
February 11, 2014
7:30 PM

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

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

Staff present: Doyle Sobba, Jake Strobel and Marla Gadelman

Guests Present: Sister Loretta Roeckers, Barbara Lane, Ken Manwarren and Rick Howard.

B. Public Comment: Mayor Scott Snow announced that on February 27, 2014, at 7:00 p.m. he would be hosting an organizational meeting at City Hall for a community garden. Land is available if there is any interest by the community.

C. CONSENT AGENDA:

Approval of Minutes of Meetings: Doug McIntosh made a motion to approve the minutes as written from the January 14, 2014, regular meeting. Verlin Springer seconded the motion. Vote 3-0, motion passed.

Approval of Monthly Expenses: The City Clerk stated that she has one additional check for signature which she only received information about today. The check is for \$2,302.07 to Mid America Hydraulic Repair for our new cylinder for the dump truck. The check will be included on the expenditure report next month. Verlin Springer made a motion to approve the expenses paid since the January 14, 2014, meeting. Helen Feuerborn seconded the motion. Vote 3-0, motion passed.

D. ITEMS OF BUSINESS:

1. **Donation of Property by Richmond Fair Association.** The Mayor announced that the Fair Association was planning to purchase at the recent tax sale a lot which is attached to property on the south end of the fair grounds. The lot was owned by Terry and Betty Moss. The clerk reported that she understands the property was purchased in Lester Wuertz's individual name since the property needed to be paid for at the time of the sale. Mr. Wuertz is planning to donate the property to the fair association and then the fair association wants to donate the property to the City to become a part of the property the City leases to the fair association. The Clerk has emailed the City Attorney to see what we need to do to accept the donation, but no response has been received. No member of the fair association was present at the meeting. No action was taken at this time.

2. **Consider Sunday Cereal Malt Beverage Sales.** The Clerk has emailed the City Attorney concerning what will be necessary to allow Sunday packaged cereal malt beverage sales. No response has been received on whether we will need to draft a new ordinance or resolution. No action was taken at this time.

3. **Review Franklin County Mitigation Plan pertaining to Richmond.** The Council was provided a copy of the Mitigation Plan which was sent by Franklin County Emergency Management. After discussion, the Council accepted the proposed mitigation plan with no additions or amendments. No action was taken.

4. **Review proposed Tree Trimming Request for Proposals.** Dan Covington has provided a proposed Tree Trimming Request for Proposals for review. The proposal does not explain what the specific job entails. After discussion, Verlin Springer suggested that Doyle, Jake and a few other volunteers get together on a Saturday to cut the tree limbs ourselves. It is believed that Beachner Grain will allow the City to utilize its equipment to lift the workers up in the enclosed basket to cut the trees. Doyle volunteered is trailer to haul away the limbs. Verlin Springer and Scott Snow will talk with Beachner's to make sure the City can use their equipment. This matter was tabled until the weather improves and we get everyone involved to agree on a date.

7. **Any other necessary city business.**

Doug McIntosh brought up employee's vacation time and the fact that Marla Gadelman has more accrued vacation than she is allowed to accrue. Mr. McIntosh believes the employees should be entitled to the earned vacation without losing any accrued time. Marla indicated that she had spoken to the League of Kansas Municipalities and was informed that it was up to the individual city councils whether to have a policy to "buy back" unused vacation. We currently do not have a "buy back" policy. After further discussion, Doug McIntosh made a motion to pay Marla Gadelman, one time only, for all accrued vacation over 144 hours effective as of February 17, 2014. Verlin Springer seconded the motion. Vote 3-0, motion passed.

E. Staff Reports.

Doyle Sobba reported that the cylinder is finished at LaCygne and we need to pick it up. We plan to work on the dump truck at Jerry Gadelman's shop since the bed has been taken off the truck and he has the hoists and cranes to put it all back together.

At the water plant we thought a little motor had quit on the stirrer, but it was actually the disconnect box. Dale Kratzberg was able to repair the problem today.

Mr. McIntosh questioned whether the pump on the dump truck had been repaired or replaced. Jake Strobel reported that the cylinder broke inside and pushed some threads from the cylinder into the pump which damaged the pump. The pump has been replaced and now the cylinder will be replaced. We checked the valve and found pieces inside the value also. The valve has now been cleaned. We should have a completely cleaned and ready to go system now. An in-line filter will be put in the line and the tank has been cleaned. We may need to build a couple hoses. Jerry will have a bill for the use of his shop and he did some welding on the brackets for the new pump.

Mr. McIntosh asked Jake about the snow plow he mentioned last month. Jake stated that he still has the plow and would offer it to the City if they wanted to purchase it from him for \$1,500. The plow would mount on the dump truck, but the City would need to purchase the controller and pump valve. The one-piece unit sells for about \$1,450. The mounting bracket came with the snow plow. After discussion about snow removal, Doug McIntosh made a motion that we purchase the snow plow from Jake Strobel for \$1,500. Verlin Springer seconded the motion. Vote 3-0, motion passed.

It will be necessary to purchase the controller and the pump to make the snow plow work, which is one unit. The price quoted by Valk Manufacturing was \$1,450. After discussion, Doug McIntosh made a motion to purchase the required controller and pump to make the plow work. Helen Feuerborn seconded the motion. Vote 3-0, motion passed.

Lonnie from Kansas Rural Water Association has offered to donate a pump to the City that Doyle Sobba mentioned last month that was acting up. When a new water plant is built KRWA removes the used equipment and stores it in a warehouse in case other systems need parts. Lonnie will be helping Doyle with automating blow-down at the water plant.

Marla Gadelman reported that we did get the \$500,000 CDBG grant. We have not been notified how much grant money we will be getting from USDA Rural Development. The Clerk is still holding the application for temporary financing through Kansas Public Water Supply Loan Fund until the grant amount is received from USDA RD. Rita Clary will be attending our April meeting so that we can have a public hearing on entering into the loan process and securing the grants. The Notice of Public hearing will be published 30 days before our April meeting. We received a letter from Department of Commerce notifying us that a representative will be contacting us for a work session on how to begin the grant process. Attendance will be required, although we are unsure of who will need to attend or where the training will be. The Clerk will keep the council informed.

Marla Gadelman has talked to the League of Municipalities concerning how we are doing "banked" time or comp time. The League had no problem with how things are being done.

A letter was sent to the dog owner on Cleveland Street, but not response has been received. We will try to keep an eye on the situation.

The Clerk has asked for the City Attorney's input with some people that are living in the trailer over near the old ball park that are not connected to city sewer or water. The residents have informed Jake that they are using the sewer system by flushing their waste with some type of bottled water. The residents have informed Jake that they are attempting to fix the pipes, but we have been notified that they currently have Dish TV, gas and electricity. The City Attorney has suggested that we could post the residence with an order to vacate for unsanitary conditions and failure to connect to city utilities. Jake has contacted the residents on at least two occasions. The residents do not have an address and the post office is holding mail addressed to them. The Clerk will attempt to mail a bill for sewer usage and attach a bill to the trailer. Jake will attempt to make additional contact with the residents to encourage them to get connected to city utilities and then post the home with the notice to vacate if they fail to respond.

If everything proceeds on schedule construction could begin in October 2014 for our water line project.

F. Council Comments and/or Reports. Doug McIntosh commented that he really liked the snow removal this year.

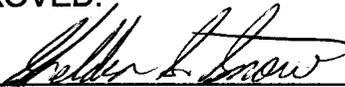
Mr. McIntosh is now clear on how Jake is being paid and he is completely satisfied with how things are being done and he will not bring the item up again.

Mayor Snow has been contacted by several citizens about their water bills. The citizens seemed to be fine with their billings once they were informed that the billing cycle was about 10 days longer due to the cold weather and the inability of Jake and Doyle to read the meters on time. Assuming Mother Nature cooperates, the next billing cycle will be shorter than normal so hopefully the citizens will receive smaller bills. Although for at least the last four years the readings have never been estimated, if the meter readings are estimated in the future, customers will be notified on their billing statements.

Adjournment: Doug McIntosh made a motion to adjourn the meeting. Verlin Springer seconded the motion. Vote 3-0, motion passed. Time: 9:15 PM

APPROVED:

By:



Shelden Snow, Mayor

ATTEST:



Marla Gadelman, City Clerk