

Regular City Council Meeting
June 11, 2013
7:30 PM

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

Council Members Present: Verlin Springer, Claire Blackburn, Doug McIntosh, Helen Feuerborn and Mary Harris.

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

Guests Present: Sister Loretta Roeckers, Connie Weber, Donna Thompson, Rita Clary (KRWA), Brian Kingsley (BG Consultants, Inc.), Barbara Lane and Ken Manwarren.

B. Public Comment: Connie Weber, Richmond Public Library, requested that the old air-conditioning unit behind the library/city hall be removed. A roof has been put on the rear of the building to stop water from leaking into the library, and the library is trying to make the area look nicer and believes the removal of the AC unit would help. Doyle Sobba indicated that the unit could be removed.

C. CONSENT AGENDA:

Approval of Minutes of Meetings: Doug McIntosh made a motion to approve the minutes as written from the May 14, 2013, Regular Meeting. Mary Harris seconded the motion. Vote 5-0, motion passed.

Doug McIntosh made a motion to approve the minutes as written from the May 15, 2013, Special Meeting. Mary Harris seconded the motion, Vote 4-0 with 1 abstention (Claire Blackburn) due to absence from the meeting, motion passed.

Approval of Monthly Expenses: After discussion, Verlin Springer made a motion to approve the expenses paid since the May 14, 2013 meeting. Doug McIntosh seconded the motion. Vote 5-0, motion passed.

D. ITEMS OF BUSINESS:

1. **Rita Clary, Kansas Rural Water Association.** Rita Clary presented the results from the Low to Moderate Income (LMI) Survey which she has completed. The survey has passed with 63.58% of 464 residents being LMI, which means the City will be eligible for grants through the Kansas Department of Commerce. Rita Clary explained the need for the LMI survey and that to be eligible for grants 51% of our residents needed to be LMI.

Brian Kingsley, BG Consultants, Inc. Brian Kingsley provided the council members and guests with a presentation guide which summarizes his presentation of funding scenarios for grants and loans available which has been updated since his last presentation on May 8, 2012. Mr. Kingsley outlined the next steps to be taken if we want to proceed with a project such as determining what our needs are and verifying current rates and customer numbers. Mr.

Kingsley explained the options between CDBG, KDHE, USDA RD loans and grant options and the Kan-Step program. The loan to grant ratio for USDA RD is approximately 45% grant to 55% loan. A Preliminary Engineering Report will provide estimated costs for the proposed project taking into account distribution, meters, pressure within the system, the amount of storage and supply and provide recommendations and estimates and quantify what the project will cost. Grant applications are due the end of September and funding will be announced January 15. Donna Crawford with Governmental Assistance Services, a grant writer/administrator, charges \$7,950 to prepare and submit grant applications. BG Consultants charges \$6,500 for the Preliminary Engineering Report. Kansas Rural Water will assist through the loan and grant process also at no charge. Design of any funded project will be an additional cost as well as other costs such as construction observation, legal, and temporary financing but will be included as part of the funded project. A proposed contract was provided as part of Mr. Kingsley's presentation.

Governmental Assistance Services has also provided a proposed contract for preparation of a 2014 CDBG grant application. Payment of \$7,950 is due upon signing of contract.

A Preliminary Engineering Report and a grant administrator are required to submit a grant application which is due in September.

Kan-Step is still an option, but it is hard to show the 40% required savings with a water project and getting volunteers and necessary equipment.

Rita Clary is certified as a grant administrator but she declined to be the City's grant administrator because it would be her first project and she did not want to put the City in that position. Rita Clary highly recommended Donna Crawford and Governmental Assistance Services.

After discussion, Doug McIntosh made a motion to retain BG Consultants to prepare a Preliminary Engineering Report for \$6,500. Claire Blackburn seconded the motion. Vote 5-0, motion passed.

After further discussion, Doug McIntosh made a motion to retain Donna Crawford of Governmental Assistance Services, and pay her \$7,950 to prepare the grant application. Mary Harris seconded the motion. Vote 5-0, motion passed.

As soon as BG Consultants has estimated figures ready for review, the Mayor will call for a special meeting to review the estimates.

2. Consider adoption of Codification – Ordinance No. 2013-2. Ordinance No. 2013-2 provides that all ordinances of a general nature passed prior to adoption are repealed. Ordinances not considered to be general nature are listed in Ordinance 2013-2. The Code is considered finished as written and fees and other blanks will be dealt with as it comes about. Verlin Springer made a motion to adopt Ordinance No. 2013-2. Doug McIntosh seconded the motion. Vote 5-0, motion passed.

3. Consider adoption of Water Rates Resolution – Resolution No. 2013-1. The Code book provides that the rates for water shall be set by Resolution. This resolution contains the same language as our previous water rate ordinance. After discussion, Doug McIntosh made a

motion to adopt Resolution 2013-1 as written. Mary Harris seconded the motion. Vote 5-0, motion passed.

4. Consider Adoption of Sewer Serve Charge Resolution – Resolution No. 2013-2. The Code book provides that rates for sewer charge service shall be set by Resolution. This resolution contains the same language as our previous sewer charge ordinance. Doug McIntosh questioned whether the current sewer rates need to be adjusted. The Clerk reported that Kansas Rural Water Association has been provided with our sewer expenses and costs for the last three years and it is working on a rate study for our system. Projected expenses for sewer needs such as a grinder pump, generator and other items would also need to be known before adjusting the rates. After discussion, Verlin Springer made a motion to adopt Resolution No. 2013-2 regarding sewer rates as written. Helen Feuerborn seconded the motion. Vote 5-0, motion passed.

5. Other necessary city business. Doug McIntosh thanked Marla, Jake and Doyle for all they have done working for the City and asked whether there was any type of city employee appreciation or recognition. Other council members expressed their appreciation also. After discussion, Doug McIntosh made a motion that the first Saturday of November be Richmond City Employee Appreciation Day. Mary Harris seconded the motion. Vote 5-0, motion passed. Ken Manwarren checked the Community Building calendar and informed the Council that the building is available for 2013.

Doug McIntosh questioned whether alcohol would be allowed during the street dance in the confined area. The Mayor answered that drinking would be allowed as it was part of the special permit for CMB only. No carry-in beverages will be allowed and only cans will be sold from Central Street Bar.

Doug McIntosh questioned if we start having code violations and hearings are requested by violators, who would pay for the council members to attend the hearings since council members are paid for each meeting attended? The Clerk stated that the City Attorney has suggested that we begin holding court a couple times a year and the Municipal Judge would handle the hearings. It may be possible to set any hearings requested on the same night as a scheduled council meeting. After further discussion, no action was taken at this time.

Verlin Springer asked where we are on our rural water contract. The Clerk responded that she had sent the contact information to the City Attorney and he would be contacting Kendall Eichman with Anderson County Rural Water. The City Attorney is trying to reach a representative to reach an agreement with the Rural Water District to determine what price would be paid if either the City needed to purchase water from the Water District or the Water District needed to purchase water from the City. The City currently has no agreement with the Rural Water District. No further action was taken at this time pending information from the City Attorney.

Mary Harris asked where we are on the nursing home sewer problems. The Clerk stated that the City Attorney would be scheduling a meeting with the nursing home.

E. Staff Reports. Marla Gadelman, City Clerk, informed the Council about a recently passed Concealed Carry law which allows concealed carry into municipal buildings. There is an option

to request an exemption until January 1, 2014, and continue to ban concealed carry until January 1, 2014, which will allow time to put together a security plan.

Jake Strobel reported that he has used the dump truck to haul some rock. The truck is going to need tires soon since one is really bad and the others are bad. Purple Wave Auction currently has 15 lots of 4 new tires for sale which are slightly larger than is currently on the dump truck. The tires all include tubes and flaps and some are on wheels. Jake priced tires at Nancy's and one tire is \$320. Jake has bid on several lots of the tires on Purple Wave and wondered if he was high bidder if the City would like to purchase some tires from him. The auction ends on June 12.

Doyle Sobba reported that he and Jake Strobel attended a training on June 4, 2013, and the City will now be required by KDHE to submit additional water tests beginning in October. Currently we are running Stage 1 tests for THM and HA5s quarterly. Beginning in October we will be running Stage 2 tests for THM and HA5s. The new HA5s test needs to be taken at the closest place to the plant and the THMs need to be taken from the end of the line. Helen Feuerborn's residence will be used for the HA5s and Jerry West will be used for the THMs. The increased lab costs will be between \$40 and \$70 per quarter.

Doyle also reported that beginning June 12 the new water tower will be shut off. We currently pump 30,000 to 35,000 gallons of water each day to town. Rule of thumb, for storage purposes you should have 100 gallons per person. We should be storing approximately 46,000 gallons of water to maintain chlorine residual levels in our towers. We currently have six days worth of storage and it's burning off the chlorine residual levels. With the heat beginning now it will really burn the chlorine off. In the cold weather the levels are fine. Pat McCool, KDHE, has recommended when the chlorine residual levels get low to run the tower on the hill over for several hours to replace the water with fresh water. The tower near the nursing home will be kept full during the summer to prevent damage to the inside and will be drained when we begin using the tower again. The tower will remain full also in case of needing water for a fire. Doyle plans to run the tower on the hill over for several hours within a few days.

Marla Gadelman requested that each council member sign a receipt stating that they have received a copy of the new Code book and will return the book when they are no longer on the council.

F. Council Comments and/or Reports. No further comments or reports by Council Members.

Adjournment: Doug McIntosh made a motion to adjourn the meeting. Verlin Springer seconded the motion. Vote 5-0, motion passed. Time 9:45

APPROVED:

By: 
Sheldon Snow, Mayor

ATTEST:


Marla Gadelman, City Clerk