

Regular City Council Meeting
February 14, 2017
7:30 PM

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

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

Staff present: Doyle Sobba and Marla Gadelman.

Guests Present: None

B. Public Comment: None

C. Consent Agenda:

Approval of Minutes of Meetings: Doug McIntosh made a motion to approve the minutes from the January 10, 2017 regular meeting and the minutes from the January 31, 2017 study session, as written. Karen Peters seconded the motion. Vote 4-0, motion passed.

Approval of Expenses: Helen Feuerborn made a motion to approve the expenses paid since the January 10, 2017 meeting. Verlin Springer seconded the motion. Vote 4-0, motion passed.

D. ITEMS OF BUSINESS:

1. Consider Pay Request for Matador Construction. Council was provided a copy of Pay Request from Matador Construction, requesting payment of \$21,024.00 for the completion of the installation of additional water lines to complete our water line project. Doug McIntosh made a motion to approve Pay Request for Matador Construction in the amount of \$21,024.00. Verlin Springer seconded the motion. Vote 4-0, motion passed.

Items 2 and 3 on the agenda were switched by Mayor Snow.

2. Consider allowing Clerk to attend Spring Conference in Wichita. Council was provided a copy of the agenda for the conference. The Clerk believes there are several very beneficial sessions scheduled for the conference and she is requesting permission to attend. The cost is \$300 for the conference and hotel rate is \$108 per night. After discussion, Karen Peters made a motion to allow Marla to attend the Spring Conference and authorized the \$300 conference fee and \$108 per night for hotel. Doug McIntosh seconded the motion. Vote 4-0, motion passed. The Clerk intends to travel to the conference on March 14 and will not be at the regular council meeting.

3. Part-time maintenance/equipment operator. The Clerk informed that council that three of the previous applicants are still interested in the position. After discussion, council decided to schedule a Special Meeting to conduct interviews with the applicants. The meeting will be held on March 2, 2017 at 6:30 PM. The council will begin the meeting in open session to

explain the position to the applicants and will then go into executive session for separate interviews with the applicants. The Clerk will not be required to attend the meeting, but Doyle Sobba will take part in the interviews.

4. Any other necessary city business:

a. U.S. Census Training. The Clerk informed council that we received notice that we will need to gather information on every address in the city in preparation of the 2020 U.S. Census. This subject is widely discussed on the listserv by other city clerks and nobody knows how we are to do this. The Census team in Kansas has scheduled a meeting on March 1 in the Kansas Capitol Auditorium in Topeka and the League of Kansas Municipalities is co-sponsoring the meeting. The Clerk is requesting permission to attend the March 1 meeting. Doug McIntosh made a motion to have the Clerk attend the meeting on March 1 in Topeka regarding the 2020 U.S. Census. Karen Peters seconded the motion. Vote 4-0, motion passed.

E. STAFF REPORTS:

a. Follow-up from study session on January 31, 2017. Marla was instructed to contact Franklin County to see if they had a building inspector that we could possibly hire to inspect our dilapidated houses and unsafe structures. Marla finally spoke with Larry Walrod and explained our need for a public officer/building inspector. Mr. Walrod had already spoken to Derek Brown, Franklin County Administrator, concerning our request and need. After further discussion with Mr. Walrod he determined that he was not qualified, but David Piotrowsky is Franklin County's Building Official and has all the necessary training needed to inspect buildings and structures. Mr. Walrod was going to speak with Mr. Piotrowsky to see if he was interested and would speak with Mr. Brown again about helping our City.

b. Bartlett & West – Water Plant Repair. Doyle reported that Bartlett & West had prepared a bid request for our tank rehab work at the water plant. The bids were to be submitted by February 20, 2017. Bartlett & West reported that three companies were interested and would be contacting Doyle to set up inspections of the water plant. None of the companies have requested an inspection at this time.

c. Doyle has talked with Hawkins about the filter media that we will need, either before or after the repairs are made at the water plant. Hawkins will be getting us a price for the media.

F. COUNCIL COMMENTS AND/OR REPORTS.

Doug McIntosh asked about the Boase claim. Doyle reported that he has cleaned the drainage area three times so far. Everything was completed by the January 31 deadline and we haven't heard anything further.

Doug McIntosh asked about the sewer problem at 122 S. Baldwin. Staff reported that we have not heard anything from the landowner. The sewer is apparently working correctly.

Verlin Springer asked about the junk and debris in the front yard of 116 S. Kallock, and the junk at 122 S. Baldwin and 114 S. Baldwin. Doug McIntosh ask if a letter could be sent to several residences stating that they had a certain amount of time to clean up the property or we would clean it up ourselves and charge the costs to the landowner or put the costs on the taxes as a special assessment. Junk, abandoned vehicles were also discussed.

Adjournment: Karen Peters made a motion to adjourn the meeting. Helen Feuerborn seconded the motion. Vote 4-0, motion passed. 8:40 PM

APPROVED:

By:



Shelden Snow, Mayor

ATTEST:



Marla Gadelman, City Clerk