

Regular City Council Meeting
January 12, 2016
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 and Doug McIntosh.

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

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

B. Public Comment: None.

C. Executive Session: None

D. Consent Agenda:

Approval of Minutes of Meetings: Doug McIntosh made a motion to approve the minutes from the December 8, 2015 meeting as written. Karen Peters seconded the motion. Vote 3-0, motion passed.

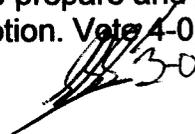
After discussion, Karen Peters made a motion to approve the expenses paid since the December 8, 2015, meeting. Verlin Springer seconded the motion. Vote 3-0, motion passed.

E. ITEMS OF BUSINESS:

1. **Consider Change Order No. 2.** Council was provided a copy of Change Order No. 2 which results in an increase to the contract price by \$7,200 to J & N Utilities, Inc. The contract price was increased to \$1,416,528. The amounts in the change order were previously discussed and approved by the council in earlier meetings. After thorough discussion, Doug McIntosh made a motion to approve Change Order No. 2 in the amount of \$7,200. Verlin Springer seconded the motion. Vote 3-0, motion passed.

2. **Consider Pay Request No. 8 for J & N Utilities, Inc.** Council was provided a copy of Pay Request No. 8 from J & N Utilities, Inc., requesting payment of \$20,177.99 towards the revised contract price of \$1,416,528. The requested amount includes the amount of Change Order No. 2 approved previously. After further discussion, Karen Peters made a motion to approve Pay Request No. 8 for J & N Utilities in the amount of \$20,177.99. Verlin Springer seconded the motion. Vote 3-0, motion passed.

3. **Consider having Kansas Rural Water Association prepare and post Consumer Confidence Report.** Scott Snow reported that KRWA has done this for us in the past and it has saved the City the expense and time of notifying the residents by mail and other means. KRWA will prepare the report and provide a link on their website and provide a link to be posted on our website of the Consumer Confidence Report. The charge will be \$75.00. Verlin Springer made a motion authorizing KRWA to prepare and post the Consumer Confidence Report for 2015. Karen Peters seconded the motion. Vote 4-0, motion passed.



4. Review of Employee Handbook. Discussion was held on whether to keep the current vacation and sick time maximums instead of converting the accrued time to PTO time and revising the amount of accumulations by the employees. Concern was raised since two council members are absent from this meeting and their input was not available. After extensive discussion, Doug McIntosh made a motion to table this matter until the February meeting of the council and vote on the matter if a quorum is present. Verlin Springer seconded the motion. Vote 3-0, motion passed.

5. Any other necessary city business.

a. Marla Gadelman reported that she has a meeting scheduled tomorrow with Tom Riederer from Franklin County Development Council and QSI regarding tax abatement. It is anticipated that an item will be on the February meeting concerning the request of QSI for a tax abatement.

b. Doyle Sobba inquired whether we should consider charging J & N Utilities for the work the employees are doing to fill in the settled areas with gravel from the construction project when a resident complains about the settlement. The employees are using the gravel left by J & N, with J & N's consent, but are using the City's equipment and the employees' time. Staff will keep track of all time spent so that some action can be taken in the future if necessary. The need to find and kill the old water lines was discussed.

c. Verlin Springer presented a list of streetlights that are not currently working. The Clerk will report the locations to KCPL.

d. Rick Howard, Franklin County Commissioner, reported on several items the County Commissioners are working on, including the Urban Growth Area and 911 negotiations with the City of Ottawa. He will keep us posted with developments.

F. STAFF REPORTS

Jake Strobel reported that the problem with the sewer behind Richmond Body Works appears to be solved. A-1 Pump and Jetter Services were able to put a basket down the manhole at Feuerborn's and double the amount of line that we have down the sewer line and were able to reach past Richmond Body Works' cleanout. They were able to drag out over 5-7 gallons of gravel from the sewer line. Since that time we have had no problem with the sewer in that area. The plan is to dig down and put a concrete ring and riser and a manhole lid on top of the cleanout so they can gravel and drive over the top of the lid, but we would still have access to the cleanout if we need it.

Staff is in the process of going through the lawnmower and replacing worn out parts and problem areas. Next month the expenditure approval will include all the parts purchased from Family Center to make needed repairs and maintenance. Jake would like to have the back tires on the mower foam filled so that flats would no longer be a problem. Jake had obtained quotes from several places. Council requested Jake contact several tire dealers and get a quote for new tires and foam filling the tires. The quotes will be presented at the February meeting.

H. COUNCIL COMMENTS AND/OR REPORTS. None

Adjournment: Karen Peters made a motion to adjourn the meeting. Doug McIntosh seconded the motion. Vote 3-0, motion passed. Time: 8:55 PM

APPROVED:

By: 
Sheldon Snow, Mayor

ATTEST:


Marla Gadelman, City Clerk