

Regular City Council Meeting  
July 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, Helen Feuerborn, Verlin Springer and Doug McIntosh.

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

**Guests Present:** James Oltman and Rick Howard.

**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 June 14, 2016 meeting as written. Karen Peters seconded the motion. Vote 4-0, motion passed.

**Approval of Expenses:** After discussion, Karen Peters made a motion to approve the expenses paid since the June 14, 2016 meeting. Helen Feuerborn seconded the motion. Vote 4-0, motion passed.

**E. ITEMS OF BUSINESS:**

**1. James Oltman, Franklin County Development Council.** Mr. Oltman introduced himself as the new Executive Director of the Franklin County Development Council and gave a brief history of his background. Mr. Oltman indicated that he would be returning in the future to ask the council to consider joining the Franklin County Development Council as a member and request approximately \$500 membership fee per year.

**2. Consider Propane Contract Proposals.** Councilmembers were provided a proposal from MFA/Lybarger Oil and Woodson County Coop. MFA/Lybarger proposed a contract price of \$1.19 per gallon and a 20 cent maximum optional price; Woodson County Coop proposed a contract price of \$1.14 per gallon and a second year option based on the same contract price. Both contracts are for 5,000 gallons per year. After discussion, Verlin Springer made a motion to accept the proposal of Woodson County Coop for \$1.14 per gallon with the second year option at the same price. Doug McIntosh seconded the motion. Vote 4-0, motion passed.

**3. Approve Bartlett & West Engineering Contract.** Councilmembers were provided an Engineering Contract from Bartlett & West which formalizes their proposal and scope of work on our water plant which the council approved at the June meeting. Karen Peters made a

motion to allow Mayor Snow to enter into the formalized contract with Bartlett & West. Verlin Springer seconded the motion. Vote 4-0, motion passed.

**4. Agler & Gaeddert Engagement Letter.** Councilmembers were provided a copy of an engagement letter from Agler & Gaeddert for our 2015 budget. Additional documentation was required due to our grants and financing of our water line project during 2015. The audit should be completed by July 15. Since additional work on the audit was necessary due to the water line project, the cost will be \$6,000 for the city's audit, \$560 for the library's portion, plus out of pocket expenses. After discussion, Doug McIntosh made a motion for Mayor Snow to sign the engagement letter with Agler & Gaeddert. Verlin Springer seconded the motion. Vote 4-0, motion passed.

**5. Schedule Special Meeting for Budget Hearing.** Councilmembers were provided a copy of the proposed 2017 budget. The Notice of Budget Hearing must be published at least 10 days prior to the budget hearing. The Clerk is proposing that the Budget Hearing be scheduled for 7:00 PM on August 9, which is immediately prior to our regular August meeting. The council agreed to schedule the Special Budget Hearing for August 9, 2016 at 7:00 PM. The clerk will publish the notice as required.

**6. Other necessary city business:**

**a. Building Permits.** Doug McIntosh questioned why we are selling building permits. He was informed that the building permit fees charged would allow us to hire an outside inspector if necessary to inspect, for example, newly constructed stick built homes if any were being constructed. The building permits recently sold are for new manufactured homes.

**b. Cintas.** Doug McIntosh question what Cintas provides to the City. Mr. McIntosh was informed Cintas provides uniforms for the city employees and rugs in the office, and Cintas Fire Protection takes care of fire extinguisher inspections and service on an annual basis. Mr. McIntosh provided to remaining council members the total amount paid over the past two years and believes that we may want to consider a different option such as providing clothing and the employees washing their own clothing. Council was reminded that they recently approved a five year contract for Cintas providing uniforms and rugs and the Clerk will check what any penalty/buyout would cost the city.

**c. Ezekiel Rodriguez.** Doug McIntosh questioned whether we have heard anything from Ezekiel. The Clerk mailed a certified letter, return receipt requested, which was accepted and signed for by his wife. The letter included a Resignation for Mr. Rodriguez to sign if he desired. No response has been received.

**F. STAFF REPORTS**

Marla Gadelman reported that Sarah Peters has requested that either the City or KCPL consider installing a streetlight or something similar at the basketball court in City Park. She reported that there is very little light in the area, especially since the other streetlight in the area goes on and off every few minutes and needs repaired. The Clerk will check with KCPL to see what the cost would be or if they will even install an additional light in the area.

Jake Strobel reported that Hawkins from Garnett was here and installed our new chlorine system at the water plant. It seems to be working well and we are figuring out how to keep our chlorine levels in compliance with state regulations.

Jake reported that next month there will be a couple lawn mower belts on the expenses. A belt broke and needed replaced. Paola Family Center did not have any replacements in stock and would not get any for several days, and neither did any other parts stores, so he made a trip to the Harrisonville, Missouri, store to get the belts.

Locates have been called in so we can start removing the fire hydrants which are our responsibility.

All of our old lids, rings, pits and hydrants are now listed on Purple Wave. All items already bids on them. The auction will end August 2. Any person can bid on the items. KRWA was no longer interested in the old water supplies.

#### **G. COUNCIL COMMENTS AND/OR REPORTS.**

Doug McIntosh wanted to thank Doyle and Jake for making the town look good for the fair last week.

Verlin Springer and Doug McIntosh complemented Jake on his road work on North Street.

Street resurfacing in Princeton and Greeley were discussed.

Verlin Springer inquired about Sunshine Drive street dedication. The Clerk advised that it was completed several months ago after being approved by the city attorney.

Verlin Springer inquired whether the clerk had completed training someone to fill in for her when necessary. Marla reported that she had stopped the training with Peg Wichman since the software developer was getting ready to release his updated program and it didn't make sense to train someone on the old software when a new version was being released. Marla has not pursued training anyone since that time. She will try to find someone to train.

**Adjournment:** Doug McIntosh made a motion to adjourn the meeting. Karen Peters seconded the motion. Vote 4-0, motion passed. Time: 8:45 PM

APPROVED:

By:   
Sheldon Snow, Mayor

ATTEST:

  
Marla Gadelman, City Clerk