

Regular City Council Meeting  
October 13, 2015  
7:58 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, Ezekiel Rodriguez and Doug McIntosh.

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

**Guests Present:** Rick Howard and Sister Loretta Roeckers.

**B. Public Comment:** None

**C. Executive Session:** None

**D. Consent Agenda:**

**Approval of Minutes of Meetings:** Karen Peters made a motion to approve the minutes as written from the September 8, 2015, Regular Meeting. Vote 4-0, with Ezekiel Rodriguez abstaining due to absence from the meeting, motion passed.

After discussion, Doug McIntosh made a motion to approve the expenses paid since the September 8, 2015, meeting. Ezekiel Rodriguez seconded the motion. Vote 5-0, motion passed.

**E. ITEMS OF BUSINESS:**

1. **Richmond Public Library – Appointment of new board member.** Mayor Scott Snow nominated Laura Deters to the Richmond Public Library Board. Doug McIntosh made a motion to accept the nomination of Laura Deters as a member of the Library Board. Helen Feuerborn seconded the motion. Vote 5-0, motion passed.

2. **Construction Update.** Neither Brett Waggoner nor Brian Kingsley of BG Consultants, Inc. could attend the meeting tonight. The Council was provided an email received from Brett Waggoner which addresses the question of J & N Utilities wanting to charge the City \$325.00 per hour for locating utilities and other obstacles as extra work outside of the contract. The \$325.00 amount is for a backhoe, an operator and a laborer. There is some work to be done on Oak Haven Drive that could be considered extra work since the City believed the homes along Oak Haven had been tied into the "new old" 6 inch water line laid in the late 1980's but were not, in fact, tied into the "new old" line but remain tied into the old original line. There may be a few additional homes on South Street and South Ransom that may need to be changed over to the "new old" 6 inch lines. A new 6 inch line will not be laid along Oak Haven Drive, South Street or South Ransom as a part of this project, but the homes will need to be changed over to the "new old" line either by J & N or some other contractor hired by the city or by the city employees. New meter pits, setters, meters and service lines are

included in the project, but connection to the proper line is not part of the project. BG Consultants will be contacting J & N Utilities, Inc. and will be in contact with the city.

Doug McIntosh asked if we had an end date for the project and when seeding, dirt work and other final work would be completed. Staff believes the main lines will be completed within a short time. The construction company will need to add dirt to reach the top of the meter lids so that our meter reading equipment can properly read the meters; seeding, concrete and asphalt work may not be completed until spring. The 130 contract working days would be suspended during the winter months and would be reopened once weather permits seeding, landscaping and other work to be completed.

3. **Consider Pay Request No. 4 for J & N Utilities, Inc.** Council was provided a copy of Pay Request No. 5 from J & N Utilities, Inc., requesting payment of \$148,591.59 towards the contract price of \$1,338,828.75. Helen Feuerborn made a motion to approve Pay Request No. 5 for J & N Utilities in the amount of \$148,591.59. Karen Peters seconded the motion. Vote 5-0, motion passed.

4. **City Clerk CCMFOA Academy in Wichita.** Marla Gadelman requested permission to attend the CCMFOA Academy in Wichita November 4 through November 6. Although she graduated from the Institute last year, the Academy will continue her education. The cost of the Academy is \$280 and hotel would be \$98.00 per night for two nights. Marla Gadelman also asked for permission to attend the Fall training for the NA software she uses for utility billing and accounting. The nearest location is White City, Kansas, on October 27. This training is free. Karen Peters made a motion to allow Marla to attend both the CCMFOA Academy in Wichita and the NA training in White City. Doug McIntosh seconded the motion. Vote 5-0, motion passed.

5. **Any other necessary city business:** None

## **F. STAFF REPORTS**

Doyle Sobba reported he and Jake met with a representative on the telemetry for the water towers. He will be emailing a price quote. The telemetry would be placed on the blue tower and would call for water when we need water from the water plant. The telemetry could be set up so that if we had a water leak somewhere and the tower dropped below a certain level the system would call Doyle and/or Jake and they could begin looking for the problem instead of waiting to run out of water. We are hoping to have enough money left from our grants to use towards the purchase of the telemetry. Telemetry would also help us keep up our chlorine levels because the pumps would turn on once the tower dropped to the setting and we would not need to keep the tower full at all times.

BG Consultants is sending someone down that can measure the thickness of the clear well at the water plant. The clear well has rust on the bottom and we need to know how thick the tank is.

We are trying to get information on everything that needs fixed just in case we have grant money available at the end of the project.

The blue water tower now has a leak in the stem. Doyle will be contacting Cunningham Sandblasting to get an estimate for repairing the tower and also for cleaning the towers.

A new livestock barn on the fairgrounds is being considered and Doyle asked whether there are any objections by the council. A livestock barn similar to what is already there or a show arena may be considered. The City could store their machinery in the building if it's large enough. Rick Howard suggested that there may be liquor tax money available from Franklin County and he will check and let us know. The Ruritans may help the Fair Board with a benefit to raise money for the new barn. The council had no objections.

Marla Gadelman reported that staff was trained last week on the new water meter reading equipment. Additional work needs to be done on the office computer be able to use the system. The training went well.

Jake Strobel would like to know about his raise that was considered at the September meeting. Doug McIntosh complimented Jake on his mowing of the North Street ditch last week. Karen Peters made a motion to go into executive session for personnel matters for five minutes. Doug McIntosh seconded the motion. Vote 5-0, motion passed. Time: 8:54. Karen Peters made a motion to come out of executive session. Ezekiel Rodriguez seconded the motion. Vote 5-0, motion passed. No action was taken in executive session. Ezekiel Rodriguez made a motion to give Jake Strobel a 1% pay increase retroactive to April 11, 2015. Karen Peters seconded the motion. Vote 5-0, motion passed.

**H. COUNCIL COMMENTS AND/OR REPORTS.** Doug McIntosh requested that a study session be scheduled to review, update and discuss the employee handbook. After discussion, a study session was scheduled for October 19, 2015, at 7:00 PM.

**Adjournment:** Doug McIntosh made a motion to adjourn the meeting. Ezekiel Rodriguez seconded the motion. Vote 5-0, motion passed. Time: 8:52 PM

APPROVED:

By:



Shelden Snow, Mayor

ATTEST:

  
Marla Gadelman, City Clerk