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**CITY OF COLWICH, KANSAS
CITY ADMINISTRATIVE CENTER
310 S. 2ND STREET
REGULAR COUNCIL MEETING
APRIL 16, 2018
7:00 P.M.**

1. CALL TO ORDER

Mayor Terrence D. Spexarth on Monday, April 16, 2018 at 7:00 p.m. called the regular monthly meeting of the Colwich City Council to order.

ATTENDANCE

Present were Mayor Terrence D. Spexarth, Councilmembers Stephanie Guy arriving at 7:08 p.m., Robert Winter, Victoria Duling and Kevin Dorritie with Pamela Winegarner absent.

Staff members present were Corey Heck, Public Works Director, Mark Hinkle, Police Chief, Michael Rau, Fire Chief, Katie Wetta, Deputy City Clerk and Diana Brooks, City Clerk.

PLEDGE OF ALLEGIANCE

Mayor Spexarth lead the audience, staff and Council in the Pledge of Allegiance.

2. NOTICES AND COMMUNICATIONS

There were no notices or communications.

3. CITIZEN COMMENTS

There were no citizen comments.

4. PURCHASE REQUESTS AND ITEMS NEEDING COUNCIL ACTION

A. Review of the 2017 audit – Randy Ford, City Auditor, Busby, Ford and Reimer

Mr. Randy Ford, Busby, Ford and Reimer, City Auditor stated that all funds were accurately depicted, there were no errors or omissions, that all funds met the cash basis law and met all required state statutes.

- B. Discussion of Sedgwick County Fire District No. 1 intent to re-negotiate their mutual aid agreement

Mayor Spexarth informed the Council of the staff meeting held by the Sedgwick County Commissioners on April 10, 2018 where there was discussion regarding the mutual aid and auto-aid agreements between the four volunteer departments (Colwich, Mt. Hope, Cheney and Clearwater) and Sedgwick County Fire District No. 1. He informed the Council of the comment made in an email by the Deputy County Manager stating that ELEMENT had to sign a contract with Sedgwick County Fire District No. 1 or the County would not provide funding to improve 61st St. N and 167th St. W.

Mayor Spexarth stated this matter would be followed closely and the Council updated as new information became available.

- C. Review of the bid documents for the rehabilitation of the water tower

Mr. Ben Mabry, City Engineer, presented the bid documents for the rehabilitation of the water tower for Council's review. He stated that minor logistical changes needed to be worked out and then the project could be bid for work to begin in the fall.

Mayor Spexarth tabled the item to the May meeting.

- D. Review of the to approve the renewal of the employee health insurance with Blue Cross Blue Shield

Mayor Spexarth presented the renewal for the employee health insurance with Blue Cross Blue Shield. Ms. Diana K. Brooks, City Clerk stated that three factors contributed to the overall increase: the age of the group, the number of claims, and the overall statewide increases being between 13% and 15%.

Councilman Dorritie moved that the Council renew the employee health insurance as written with Blue Cross and Blue Shield. Councilwoman Guy second the motion. Motion carried 4-0.

- E. Review of the request to approve the destruction records that have met the retention schedule

Ms. Brooks stated that the records having met their retention period were ready for destruction. She stated the City Attorney had reviewed the list, had no comments or concerns and that there were no records part of any outstanding litigation.

Councilwoman Duling moved that the Council approve the destruction of City records. Councilman Dorritie second the motion. Motion carried 4-0.

- F. Review of the request to approve the writing off of uncollectable utility accounts with balances lower than \$25

Ms. Brooks stated that accounts under \$25 could not be collected through the setoff program and should be closed out for proper noting on the accounts.

Councilwoman Guy moved that the Council approve the writing off of eight uncollectable accounts and closing two bankruptcy accounts. Councilman Winter second the motion. Motion carried 4-0.

- G. Discussion of the railroad crossing on N. Colorado by Kansas Cooperative

Mayor Spexarth reminded the Council of the discussion at the March meeting regarding the cost to bring the crossing at the railroad tracks on N. Colorado up to standards. He reported the Coop declined to participate in cost sharing for the upgrade and questioned Council's wishes to move forward with the project.

Mayor Spexarth requested this item be tabled to the next meeting for further discussion.

- H. Review of the request to approve the Temporary Special Event Permit for the Men's Steak Feed May 4-6 at Colwich Memorial Park and waive the distance requirement per city code

Mayor Spexarth stated this was a temporary special event permit approved annually for the Men's Steak Feed for the Colwich Ball Club. He asked they approve the permit and waive the distance requirement per city code.

Councilwoman Duling moved that the Council approve the Temporary Special Event Permit allowing them to have cereal malt beverage from 9:00 a.m. May 4th through 3:00 p.m. May 6th inside the fenced area of the Colwich Ball Club fields and waive the distance requirements specified in the City Code as the location is within 200 ft. of the assisted living center for the Colwich Ball Club Steak Feed on May 4th. Councilman Dorritie second the motion. Motion carried 4-0.

5. CONSENT AGENDA

- A. Approval of minutes of the March 19, 2018 Council meeting
- B. Approval of the Appropriations Ordinance Nos. 18-03-02 and 18-04-01
- C. Approval of the March financial reports
- D. Monthly purchase orders – if any

Councilwoman Guy moved that the Council approve the consent agenda A-D as presented. Councilwoman Duling second the motion. Motion carried 4-0.

6. COMMITTEE REPORTS

A. Park Committee

Councilwoman Guy stated that the Colwich Lions Club had four projects they were evaluating as a community legacy project and asked Council to consider contributing funds towards their completion. First, a sign in Memorial Park using the old cemetery gates; second, a water fountain for Memorial Park; third, one or two pieces of playground equipment for older children and lastly the planting of a new Christmas tree at Veterans Park. The Council requested the Public Works Director coordinate the removal of the existing tree in Veterans Park when the Lions have a new tree purchased.

Mayor Spexarth stated that Angie Banz and Donna Spexarth had worked on the grounds around the Veterans Memorial.

7. DEPARTMENT HEAD REPORTS

- A. City Engineer – Mr. Ben Mabry, City Engineer, stated he had nothing further to report.
- B. Fire – Michael Rau, Fire Chief, presented the monthly report. He reminded Council that Mr. Joseph Elpers would be starting on Monday, April 23, 2018.
- C. Public Works – Mr. Corey Heck presented the monthly report. Ms. Brooks stated there was a 24% water loss for the month of March
- D. Police Department – Chief Mark Hinkle presented the monthly report. Chief Hinkle requested an amount not to exceed \$15,000 to purchase a third vehicle for the police department usage as there were now four officers for two vehicles.

Councilwoman Duling moved that the Council approve the Police Department \$14,500 for the purchase of a third vehicle with an amount not to exceed \$15,000. Councilman Dorritie second the motion. Motion carried 4-0.

Chief Hinkle invited the Council to Omar Galaviz's graduation from KLETC on June 1st at 1:00 p.m.

- E. City Attorney – Mr. Stanley Juhnke, City Attorney was absent.
- F. City Clerk – Ms. Diana K. Brooks, City Clerk presented the monthly report and requested the Council consider closing out the Senior reserve account and transfer the funds into other accounts as they deem necessary.

Councilman Dorritie moved that the Council approve the closing of the Senior reserve account and transfer the funds as follows: Veterans Memorial Reserve

Fund in the amount of \$2,000; Special Equipment fund in the amount of \$2,000 with \$450 for the purchase of the last disc golf basket; and Heritage Festival Fund in the Special Equipment fund in the amount of \$1,997.54. Councilwoman Guy second the motion. Motion carried 4-0.

8. GOVERNING BODY COMMENTS

Councilman Dorritie reported that the Boy Scouts would be picking up trash in Colwich Memorial Park this week.

Councilwoman Guy thanked employees for their hard work.

9. EXECUTIVE SESSION

There was no need for an executive session.

10. ADJOURNMENT

There being no further business, Councilwoman Guy moved for adjournment at 8:27 p.m. Councilman Dorritie second the motion. Motion approved 4-0.

Respectfully submitted
Diana K. Brooks, City Clerk