

The following are subject to modification and are not official minutes until approved by the Governing Body.

**CITY OF COLWICH, KANSAS  
CITY ADMINISTRATIVE CENTER  
310 S. 2<sup>ND</sup> STREET  
REGULAR COUNCIL MEETING  
AUGUST 21, 2017  
7:00 P.M.**

**1. CALL TO ORDER**

Mayor Terrence D. Spexarth on Monday, August 21, 2017 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, Victoria Duling, Robert Winter, Pamela Winegarner and Angela Banz.

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

**PLEDGE OF ALLEGIANCE**

Mayor Spexarth led the audience, staff and Council in the Pledge of Allegiance. Mayor Spexarth gave a brief history of the establishment of the Firemen's Relief Association and recognized William Simon as the first retiree to retire from the association after 25 years of service. Fire Chief, Brad Banz presented a certificate of appreciation and an axe in honor of his retirement.

**PUBLIC HEARING – 2018 Budget**

Mayor Spexarth called for a motion to open the public hearing on the 2018 budget.

**Councilwoman Guy moved that the Council open the public hearing for the 2018 budget at 7:12 p.m. Councilwoman Winegarner second the motion. Motion carried 5-0.**

Mayor Spexarth called for public comments or questions regarding the adoption of the 2018 budget, hearing no questions or comments, Mayor Spexarth called for a motion to close the public hearing.

**Councilwoman Guy moved that the Council close the public hearing for the 2018 budget at 7:12 p.m. Councilwoman Duling second the motion. Motion carried 5-0.**

Mayor Spexarth called for a motion to adopt the 2018 budget.

**Councilwoman Banz moved that the Council adopt the 2018 budget as presented. Councilman Winter second the motion. Motion carried 5-0.**

## **2. NOTICES AND COMMUNICATIONS**

There were no notices and communications.

## **3. CITIZEN COMMENTS**

There were no citizen comments.

## **4. PURCHASE REQUESTS AND ITEMS NEEDING COUNCIL ACTION**

### **A. Review of the request to adopt Ordinance No. 700 amending the Personnel Manual**

Mayor Spexarth reminded the Council of the amendment motioned at the July Council meeting regarding the increase in the city clerk deputy city clerk's wages upon completion of each year of the clerk's academy. He stated that the personnel manual was amended and an ordinance was needed to finalize the action. Councilwoman Guy requested a minor wording change to add "upon successful completion".

**Councilwoman Guy moved that the Council adopt Ord. No. 700 amending the Personnel Manual as amended. Councilwoman Winegarner second the motion. Motion carried 5-0 with Councilwoman Guy voting yea; Councilman Winter voting yea; Councilwoman Duling voting yea, Councilwoman Winegarner voting yea and Councilwoman Banz voting yea.**

### **B. Review of the request to adopt Ordinance No. 701 amending the Municipal Court fines as approved by the Municipal Judge**

Ms. Diana K. Brooks, City Clerk stated that the last update of court fines was in 2009 and Judge Brown was requested by staff to review the fines and present any changes for Council's approval.

**Councilwoman Guy moved that the Council adopt Ord. No. 701 amending the Municipal Court fines. Councilman Winter second the motion. Motion carried 5-0 with Councilwoman Guy voting yea; Councilman Winter voting yea; Councilwoman Duling voting yea; Councilwoman Winegarner voting yea and Councilwoman Banz voting yea.**

### **C. Review of the bid from Verizon for voice over internet telephone service**

Ms. Brooks reminded the Council of the suggestion to investigate the cost of voice over internet phone service. She requested the item be tabled to the September meeting as more information from Cox Communications was needed in order for the Council to

make an informed decision as to whether to change from using Cox and go with Verizon.

Mayor Spexarth tabled the item to the September 18<sup>th</sup> meeting.

D. Discussion code violations

Ms. Brooks stated that the deputy city clerk and public works department did a thorough review of all properties within the city limits and found improper/inoperable vehicle, dog and weed violations. Staff with approval of the Council will notify people of their outstanding violations with a letter first giving property owners 30 days to rectify the situation and then re-evaluate the process and if necessary start formal actions against property owners per city code.

E. Distribution of proposed rewrite of the comprehensive plan and capital improvement program – to be distributed at the Council meeting

Ms. Brooks stated that the re-writing of the comprehensive plan and capital improvement program was a part of the annual review process. The goal in the re-write was to make the document readable yet meeting the statutory requirements. She stated the Planning Commission would receive the same document at the meeting on Tuesday night.

## 5. CONSENT AGENDA

- A. Approval of the minutes of the July 17, 2017 regular Council meeting
- B. Approval of the Appropriations Ordinance Nos. 17-07-02 and 17-08-01
- C. Approval of the July financial reports
- D. Monthly purchase orders – if any

**Councilwoman Guy moved that the Council approve the consent agenda as presented. Councilwoman Banz second the motion. Motion carried 5-0.**

## 6. COMMITTEE REPORTS

A. Heritage Festival

Ms. Mary Ann Morrison was unable to attend the meeting but presented a flier for Council's review. Ms. Brooks reported that the theme of the festival was "Growing Community Pride", she was looking for a donor for fireworks, and stated she needed 5<sup>th</sup> Street and Colorado Ave blocked off during the festival.

B. Park Committee

Councilwoman Guy reported that the Sedgwick County Extension office looked at the trees throughout the city properties and made recommendations regarding various trees.

Councilwoman Guy requested the Council approve up to \$17,500 for the purchase of new playground equipment for Veterans Park. She stated the amount would include the equipment, shipping and handling, concrete work, and surface materials.

**Councilwoman Guy moved to purchase new playground equipment including shipping and concrete in an amount up to \$17,500 to be determined by herself and the Park Committee. Councilwoman Winegarner second the motion. Motion carried 5-0.**

**7. DEPARTMENT HEAD REPORTS**

A. City Engineer – There was no report.

B. Fire – Brad Banz, Fire Chief, presented the monthly report.

C. Public Works – Corey Heck, Public Works Director, presented the monthly report. He informed the Council of the 1<sup>st</sup> Street lift station pump going bad and stated it was running on one pump. Mr. Heck suggested installing the lift station recently purchased on Purplewave versus having the pump repaired and the impeller replaced.

**Councilwoman Banz moved that the Council approve the Public Works Director to contact Mayer Specialty and have the new lift station installed. Councilwoman Winegarner second the motion. Motion carried 5-0.**

D. Police Department –Chief Hinkle presented the monthly report.

E. City Attorney – Mr. Stanley Juhnke, City Attorney stated he had nothing to report.

F. City Clerk – Ms. Brooks presented the monthly report. She reminded Council of the league meeting in Wichita on September 17<sup>th</sup> and 18<sup>th</sup> and if anyone wanted to attend to contact her to get registered.

**8. GOVERNING BODY COMMENTS**

Mayor Spexarth requested that the Council approve the Temporary Special Event Permit for the Andale Booster Club’s steak feed to be held on September 16<sup>th</sup> at the REC building.

**Councilwoman Winegarner moved that the Council approve the Temporary Special Event Permit for the Andale Booster Club and waive the distance requirement per city code as it is within 200 ft. of the school. Councilwoman Banz second the motion. Motion carried 5-0.**

Councilwoman Banz thanked the staff for their good work.

Councilwoman Guy informed the Council of the award given to the Colwich Grade School for their work with the Kansas Food Bank.

Councilwoman Guy complimented the City Clerk on the work done on the Comprehensive Plan re-write and expressed concern regarding the auction sign in front of the Veterans Memorial.

**9. EXECUTIVE SESSION**

An executive session was not needed.

**10. ADJOURNMENT**

**There being no further business, Councilwoman Guy moved for adjournment at 8:05 p.m. Councilwoman Winegarner second the motion. Motion approved 5-0.**

Respectfully submitted  
Diana K. Brooks, City Clerk