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**CITY OF COLWICH, KANSAS
CITY ADMINISTRATIVE CENTER
310 S. 2ND STREET
REGULAR COUNCIL MEETING
NOVEMBER 21, 2016
7:00 P.M.**

1. CALL TO ORDER

Mayor Terrence D. Spexarth on Monday, November 21, 2016 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, Pamela Winegarner, Angela Banz, Robert Winter with Doyle Dodd absent.

Staff members present were Corey Heck, Public Works Director, Mark Hinkle, Chief of Police, Brad Banz, Fire Chief, 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.

2. NOTICES AND COMMUNICATIONS

Ms. Diana K. Brooks, City Clerk presented a letter from Kansas Rural Water Association regarding the level of sludge in the lagoon ponds being at a minimal level.

3. CITIZEN COMMENTS

Ms. Millie Sigg, 526 Cardinal Ln., requested clarification on who may dump at the burn pile as commercial and out of city residents have been seen dumping at the brush pile. She further reported that these vehicles were leaving debris on the streets and speeding down Breese Ave. Mayor Spexarth requested that Ms. Sigg contact him at his home and he would follow-up on the illegal dumping.

4. PURCHASE REQUESTS AND ITEMS NEEDING COUNCIL ACTION

A. Discussion drainage on 7th Street

Mayor Spexarth reminded the Council of the history of the drainage issue at 147 S. 7th, the request by the current owner for assistance with the current drainage issue, and the

City Attorney's recommendation that the issue was the responsibility of the property owner.

There was extensive discussion on the potential resolutions to assist the property owner and the need for further research. Mayor Spexarth stated the City Clerk would research the matter and present any findings at the next meeting.

- B. Review of the request to adopt Ordinance No. 692 amending the International Plumbing and Residential Code as approved by Sedgwick County

Ms. Brooks stated that the County Commissioners, by resolution, adopted the International Plumbing Code, 2015 Edition and amended portions of the International Residential Building Code, 2015 Edition. She requested Council adopt Ordinance No. 692 as required by the interlocal agreement for building inspection services provided by Sedgwick County.

Councilwoman Banz moved that the Council adopt Ordinance No. 692. Councilwoman Winegarner second the motion. Motion carried 4-0 by roll call vote with Councilwoman Guy voting yea; Councilman Winter voting yea; Councilwoman Winegarner voting yea; and Councilwoman Banz voting yea.

- C. Review of the request to adopt Ordinance No. 693 amending the City Code for inclusion of noise restrictions

Mayor Spexarth reminded the Council of the noise complaint received at the last Council meeting and stated that the City Attorney had drafted an ordinance for Council's consideration.

Council took no action on the ordinance based on the lack of complaints.

- D. Review of the request to approve the revised Job Descriptions

Mayor Spexarth stated that the department heads had reviewed the job descriptions for their departments and asked Council to approve the descriptions as submitted.

Councilwoman Winegarner moved that the Council approve the job descriptions as submitted by the department heads. Councilman Winter second the motion. Motion carried 4-0.

- E. Review of the request to send outstanding utility accounts to the setoff program and permission to write-off accounts uncollectable

Ms. Brooks presented outstanding utility accounts for submission to the setoff program over \$25.00 and requested to write-off eight (8) accounts under \$25.00.

Councilwoman Guy moved that the Council approve the filing of outstanding debt over \$25.00 with the setoff program and write off the eight (8) uncollectable debts. Councilman Winter second the motion. Motion carried 4-0.

- F. Discussion regarding employee holiday bonuses

Mayor Spexarth reminded Council of the bonuses given to the employees over the past five-years and questioned their intentions for this holiday season.

Councilwoman Winegarner moved that the Council approve a holiday bonus in the amount of \$200 for full-time employees and \$100 for part-time employees. Councilwoman Banz second the motion. Motion carried 4-0.

- G. Discussion of the trading of buildings with Legacy Bank

Mayor Spexarth stated that Frank Suellentrop, President of Legacy Bank requested a final decision from the Council regarding the trading of the buildings. There was discussion regarding the cost of renovations, the increased utility costs, and the tax lid effecting the ability to pay for the anticipated renovations.

Councilwoman Banz moved that the Council approve abandoning the idea of exchanging buildings with Legacy Bank. Councilwoman Winegarner second the motion. Motion carried 4-0.

5. CONSENT AGENDA

- A. Approval of the minutes of the October 17, 2016 Council meeting
- B. Approval of the Appropriations Ordinance Nos. 16-10-02 and 16-11-01
- C. Approval of the October financial reports
- D. Monthly purchase orders – if any

Councilwoman Banz moved that the Council approve the consent agenda as presented. Councilwoman Guy second the motion. Motion approved 4-0.

6. COMMITTEE REPORTS

- A. Heritage Festival

Ms. Mary Ann Morrison stated she had nothing to report at this time.

- B. Park Committee

Councilwoman Guy stated there was nothing to report.

C. Marketing Committee

Councilwoman Winegarner stated there was nothing to report

D. FEMA Committee

Councilman Winter stated there was nothing to report.

E. Library Board – Mayor Spexarth stated the report was in the packet and questioned if the Council wanted to continue with monthly reports. The consensus of the Council was to receive quarterly reports.

7. DEPARTMENT HEAD REPORTS

A. City Engineer – There was nothing to report.

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

C. Public Works – Mr. Corey Heck presented the monthly report.

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

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

F. City Clerk – Ms. Diana K. Brooks, City Clerk stated she had nothing to report.

8. GOVERNING BODY COMMENTS

Councilwoman Banz stated to keep up the good work.

Councilwoman Guy informed the Council of the tree lighting that would take place November 30th in Veterans Park at approximately 7:00 p.m. and that Santa would be present.

Mayor Spexarth stated that the holiday luncheon would be Wednesday, December 14th at 11:30 a.m. He further stated that with the approaching winter that the policy for snow removal would be if there were three (3) to four (4) inches of snow no snow plowing would be done with the exception of the appropriate parking lots. If snow was still in progress the plowing would begin after the snow ceases and that the public works department would alternate the areas of town when would begin the plowing.

9. EXECUTIVE SESSION

Mayor Spexarth requested a five (5) minute executive session for the discussion of non-elected personnel for everyone at the table being the Mayor, Council, City Attorney and Corey Heck, Public Works Director.

Councilwoman Guy moved that the Council recess to executive session for a period of five minutes for the discussion of non-elected personnel beginning at 8:20 p.m. to include everyone at the table being the Mayor, Council, City Attorney, and Corey Heck. Councilman Winter second the motion. Motion carried 4-0.

Councilwoman Guy moved that the Council move out of executive session at 8:25 p.m. with no binding action taken. Councilwoman Banz second the motion. Motion carried 4-0.

Councilwoman Winegarner moved that the Council return to open session at 8:25 p.m. Councilwoman Guy second the motion. Motion carried 4-0.

Councilwoman Banz moved that the Council approve a \$.50 per hour increase for Buddy Brittain for completion of his six-month training period. Councilwoman Winegarner second the motion. Motion carried 4-0.

Mayor Spexarth wished everyone a Happy Thanksgiving.

10. ADJOURNMENT

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

Respectfully submitted
Diana K. Brooks, City Clerk