

**MINUTES OF MEETING OF THE CITY COUNCIL  
CITY OF OZAWKIE, KANSAS  
MAY 11, 2020**

A meeting of the City Council of the City of Ozawkie, Kansas was held on May 11, 2020 at the City Hall of Ozawkie, Kansas. The following Council members were present:

**CHRIS FEUERBORN  
NANCY LEEK  
GARY BRANSON  
KEVIN KLENKLEN  
MARGIE PAYNE  
LOREN LUTES, Mayor**

being all the Members of the Council and the Mayor.

Also present were the following persons:

**BARB THOMAS, Assistant City Clerk  
SANDI GOETZ, Chair Zoning & Zoning  
LEE W. HENDRICKS, City Attorney**

The meeting was called to order at 7:02 p.m.

Consent Agenda – Mayor Lutes put forth parts (a) – (d) of the Consent Agenda. He read the Treasurer’s report aloud. Treasurer did not appear due to COVID and precautions.

There was a question about the “vaccines” line item. It was discussed that it was for “sewer vaccines” for Frank Courter to protect him.

The Verizon bill was discussed.

Motion was made by Margie Payne to approve the Consent Agenda. Seconded by Nancy Leek. The motion carried unanimously.

There were no citizen comments, questions or concerns.

There were no council member comments, questions or concerns.

Old Business

City Wide Cleanup – County still not taking household hazardous materials. Gary Branson discussed the possibility of the City accepting it and holding it until the County

accepts it. Margie Payne discussed postponing the cleanup. Gary Branson offered to table cleanup for one more month. The Council agreed.

Annual Appointments - Motion was made by Nancy Leek to appoint Sam Mowder for maintenance. Seconded by Margie Payne. The motion passed unanimously by roll call.

Motion was made by Gary Branson to appoint Frank Courter for maintenance. Seconded by Margie Payne. The motion passed unanimously by roll call.

Motion was made by Kevin Klenklen to appoint Barb Thomas as Interim and Deputy City Clerk. Seconded by Nancy Leek. The motion passed unanimously by roll call.

Motion was made by Margie Payne to appoint Jamie Klenklen as City Treasurer. Seconded by Nancy Leek. The motion passed on a 4-0 by roll call, as Kevin Klenklen abstained.

Motion was made by Nancy Leek to appoint Timothy Bacon as Police Chief. Seconded by Chris Feuerborn. The motion passed unanimously by roll call.

Motion was made by Gary Branson to appoint Lee Hendricks as City Attorney. Seconded by Kevin Klenklen. The motion passed unanimously by roll call.

Motion was made by Margie Payne to appoint Dennis Reiling as Judge of the Municipal Court. Seconded by Nancy Leek. The motion passed unanimously by roll call.

Lagoon Pump - Mayor recommended the City not consider the purchase of a lagoon pump due to it being too costly at this time. The cost was \$15,800.00. The Council discussed the possibility of instead expanding the size of the current gas tank.

The Mayor and Council agreed to have Frank Courter look into it.

Service Agreement for Lift Stations - Mayor explained it would cost approximately \$520.00 per station with CK Power for an annual service agreement for the two lift stations. He felt the City could service them itself.

Council did not act on the matter.

### Mayor's Report

- 1) Mayor received a request to allow chickens in town. Wanted Council to agree to turn it over to Planning and Zoning before he did so.

The Council did not take action.

- 2) Request to tune-up the pickup at Town & Country. Mayor wanted to look for other options. The Council agreed.

- 3) Mayor discussed purchase of a valve to fix the hydrant on Sioux and Cherokee for \$590.00.

Motion was made by Kevin Klenklen to purchase a valve for \$590.00 to fix the hydrant at Sioux and Cherokee. Seconded by Gary Branson. The motion passed unanimously.

- 4) Water line project – The State asked for changes in the City’s application due to language. The City Engineer is making the change.

Mayor requested approval to ask engineers to design adding sample taps and isolation valves to wells.

Motion was made by Margie Payne to hire CES Engineering to design the isolation valve project. Seconded by Kevin Klenklen. The motion passed unanimously.

- 5) Wastewater Project – Mayor said work done to lagoons has been submitted to FEMA to request reimbursement.

Approximately \$47,000.00 total.

We would be reimbursed 85% if approved.

- 6) Mayor mentioned Governor’s fund for Corona virus. He will look into it to see if there would be any benefit to the City and consult with Chris Feuerborn.

Sandi Goetz appeared for Planning and Zoning.

### Three Permits

- 1) Request for permit for above-ground pool. Max K. Hothan, Address 404 Delaware Drive Block H - Lot 9.

Motion was made by Gary Branson to approve the permit of Max K. Hothan for an above-ground pool at Address 404 Delaware Drive Block H - Lot 9. Seconded by Margie Payne. The motion passed unanimously.

- 2) Request for permit for a 6’x30’ parking pad. Carol Whitehouse, Address 102 Vista View Court Block E - Lot 65.

Motion was made by Margie Payne to approve the permit of Carol Whitehouse for a 6’x30’ parking pad at Address 102 Vista View Court Block E - Lot 65. Seconded by Chris Feuerborn. The motion passed unanimously.

- 3) Request for permit for a 4' fence in backyard for dog. Pam and Dale Barnum, Address: 640 Delaware Drive Block F - Lot 11.

Motion was made by Gary Branson to approve the permit of Pam and Dale Barnum for 4' fence in the backyard at Address: 640 Delaware Drive Block F - Lot 11. Seconded by Nancy Leek. The motion passed unanimously.

Sandi Goetz further discussed zoning of two areas as park designation:

- 1) Block O – recommended city park, community building and fire department to zoned park.

Motion was made by Gary Branson to accept Planning and Zonings recommendation to create a “park” designation in the zoning code and designate Block O as such. Seconded by Margie Payne. The motion passed unanimously.

- 2) Block S – Lots 1 and 2 – recommended zoning those two City lots as park.

Discussion was had on what to do with Block S, Lots 1 and 2.

Council discussed sending plat of Block S back to zoning to adjust sizes of Lots 1 and 2.

Motion was made by Nancy Leek to send plat of Block S, Lots 1 and 2 to zoning to adjust lot sizes. Seconded by Margie Payne. The motion passed unanimously.

Governmental Affairs – No report.

Law Enforcement – Nancy read from a written report from Tim and said no stops due to COVID.

Parks – Gary recommended we leave status of playground and City Hall access the same for the time being.

Streets – Kevin Klenklen discussed purchasing a small dump truck. City currently has a '99 or '00 Ford diesel, used for snow plowing and salt and sand.

Town & Country has a dump truck for sale – gas engine, not diesel. It is a 6.0 Chevy for \$15,000.00.

Motion was made by Margie Payne to purchase a 6.0 Chevy dump truck from Town & Country for \$15,000.00. Seconded by Gary Branson. The motion passed unanimously.

Utilities – No report

8:20 p.m. – 8:35 – Executive Session – non-elected personnel. Fifteen minutes to include City Attorney.

Motion was made by Kevin Klenklen to go into executive session for non-elected personnel to discuss the City Clerk Position, to include the City Attorney, for fifteen minutes. Seconded by Gary Branson. All in favor.

Back to regular session at 8:35 p.m.

Motion was made by Nancy Leek to pay Barb Thomas \$15/hr while she is interim clerk. Seconded by Kevin Klenklen. The motion passed unanimously.

Motion was made by Kevin Klenklen to hire Christine Crews at \$20/hr to temporarily advise and assist the City Clerk with accounting software. Seconded by Gary Branson. The Mayor discussed that it was his daughter, and while she could provide benefit to the City and the interim City Clerk in learning and understanding City software, he wanted to stay out of the discussion given his conflict. The motion passed unanimously.

Motion was made by Kevin Klenklen to contact the bank and amend the names of those who were necessary to sign checks due to the change at City Clerk. Seconded by Nancy Leek. The motion passed unanimously.

There being no further business to come before the meeting, upon motion of Kevin Klenklen, seconded by Nancy Leek, and unanimously carried, that the meeting be adjourned. The meeting was adjourned at 8:39 p.m.