

## **MINUTES OF MEETING OF CITY COUNCIL**

### **CITY OF OZAWKIE, KANSAS**

**December 13, 2021**

A meeting of the City Council of Ozawkie, Kansas was held on December 13, 2021 at the City Hall of Ozawkie, Kansas. The following Council members were present:

**Gary Branson**  
**Margie Payne**  
**Kevin Klenklen**  
**Nancy Leek**  
**Chris Feuerborn**  
**Loren Lutes, Mayor**

Also present were the following persons:

Mazi Barnes, City Clerk  
Lee Hendricks, City Attorney  
Jamie Klenklen, Treasurer  
Residents: Sharon Branson, Hannah Seals, Kyra Bennett, Meranda Bennett, James Shaw,  
Wayne McNary, Laci Heller, Marc Woods

**The Council Meeting was called to order at 7:00 P.M.**

Mayor Lutes led those present in the flag salute.

**Consent Agenda:** Mayor Lutes put forth the Consent Agenda. Kevin Klenklen made one correction to the minutes. A motion to approve the agenda was made by Chris Feuerborn and was seconded by Gary Branson. The motion passed unanimously.

**Regular Agenda:**

*Citizen Comments:* Jamie Klenklen spoke on behalf of Rebekah announcing the New Year's Eve Soup Luncheon to be held December 31<sup>st</sup> from 11-1 at the Ozawkie Community Center.

*Council Comments:* Margie Payne and Nancy Leek commended the PRIDE Tree Lighting and Christmas Parade for the enjoyment and cheer it brought. Nancy Leek also thanks everyone for making her 12 years of service a wonderful experience.

**OLD BUSINESS**

**a) FEMA BRIC**

Christy Crews is currently in the process of writing up the proposals for the three projects, these are due by the End of December 2021. The geological survey for the Lagoon Project came back and neither of the two sites tested are currently acceptable. One site has sand in it and the second site has sandstone and water present. A third site is being considered and we are consulting with our engineers to look at a possible work around for the existing problems. The Generator Project will work but has come back slightly over budget. The generator originally planned to be placed at the city shop will instead be moved to the township building. The Drainage Project came in under budget with the only change being that we went from having 2 collection sites to 5 collection sites and have straightened out the tubing.

**b) Tractor Needs**

The tractor has broken down after its initial fix. Gary Branson has contacted Coleman Equipment and discussed the issue. Colemans has agreed to pay half of the pickup cost to bring the tractor back for additional repairs. A motion to have the tractor repaired before making any further decisions was made by Kevin Klenklen and was seconded by Nancy Leek. The motion passed unanimously.

**c) Restroom Project**

The Pre-Bid Conference was held and had 3 potential contract bidders in attendance. The Bid opening will be January 13<sup>th</sup> at 2pm.

**NEW BUSINESS**

**a) Lift Station Pump & Bracket Replacement**

Lift Station 1 needs a new grinder pump as well as a new bracket plate. Douglas Pump will supply and install the new items at a proposed cost of 24500.00. Kevin Klenklen recommends looking into contracting with a company to have quarterly service done on the lift stations to prevent future problems. A motion to approve the purchase was made by Gary Branson and was seconded by Margie Payne. The motion passed unanimously.

**b) Adopt Plan 1225**

In order for the city employees receiving health insurance to be able to make the payments pre-tax rather than post-tax the city must adopt a Flexible Benefit Plan Section 125. A motion to adopt a Section 125 Plan was made by Margie Payne and was seconded by Chris Feuerborn. The motion passed unanimously.

**c) Storage Building Improvements**

The City Inspector put forth a few options to fix the existing moisture problems in the city storage building problem. The mayor recommends moving forward with putting in a properly sized exhaust fan as well as replacing the existing conduits for the doors with a material that will not rust. He also made an additional recommendation to add lime to the

floor to help as well. A motion to move forward with these changes was made by Kevin Klenklen and was seconded by Chris Feuerborn. The motion passed unanimously.

**d) Water Rate Study**

The Mayor recommends the City Clerk conduct a Water Rate Study of the surrounding towns in Jefferson County. Kevin Klenklen made an additional recommendation to contract with a company to perform Water Tower maintenance and upkeep. A motion to approve the Water Rate Study was made by Gary Branson and was seconded by Kevin Klenklen. The motion passed unanimously.

**e) P & Z Resignation**

A motion to approve the Resignation letter received from Bruce Tillery was made by Margie Payne and was seconded by Chris Feuerborn. The motion passed unanimously.

**f) P & Z Appointment**

The mayor received a letter of intent to join the Planning and Zoning Committee from Steve Curran. The mayor appointed Steve Curran to the Planning & Zoning Board. A motion to approve the Mayors appointment of Steve Curran top the Planning and Zoning board was made by Gary Branson and was seconded by Nancy Leek. The motion passed unanimously.

## **REPORTS**

**a) Mayors Report**

The Mayor presented Nancy Leek and Margie Payne with Certificates of Appreciation for their many years of dedicated service to the City of Ozawkie. The Mayor informed the council that after discussing the cost of extra concrete needed in our water building project that they should pay part of it due to it being an error on their part, they paid the full amount of \$3264.00 for the extra concrete. The mayor Reported AccuFund will be up and running as the sole software for the city starting January 1<sup>st</sup> 2022 with the exception of the time clock and web payment sections that are still being worked on. Additionally, the mayor reported the city having fixed 5 water leaks in the past week including a large main break. Currently the city holds 4 credit cards each with a \$1000 limit on them. The mayor recommends increasing the limit to \$2000 for Frank and Mazi's cards to avoid future purchasing problems. A motion to approve the credit card limit increase to \$2000 on these 2 cards was made by Gary Branson and was seconded by Chris Feuerborn. The motion passed unanimously.

**b) Planning & Zoning**

Planning and Zoning received a permit for a portable shed at 808 Kansa Dr that had already been put up, they saw no existing issues at the time and approved the permit, however Gary Branson discovered the shed is on an easement. The Mayor recommends taking no action at this time. Let the minutes reflect the City attorney feels the shed should be taken down and moved for re-approval. The City Inspector would like an affidavit of code compliance to be added to the building permits that require the residents to sign saying they will comply with all ordinances and codes of the city. A motion to approve the Affidavit of Code Compliance

was made by Margie Payne and was seconded by Nancy Leek. The motion passed unanimously

**c) Governmental Affairs**

N/A

**d) Law Enforcement**

Lee Hendricks shared Tim Bacons police report that included two notices to appear, 3 arrests, 1 code enforcement, one suspicious person and 69 houses currently in violation of the cities yard light ordinance.

**e) Parks**

N/A

**f) Streets**

N/A

**g) Utilities**

N/A

A Motion for a 20-minute Executive session to include council members and the city attorney to discuss legal items under attorney client privilege was made by Kevin Klenklen and was second by Gary Branson. The motion passed unanimously.

Executive Session went into order at 8:09 P.M.

The meeting was called back to order at 8:28 P.M.

The mayor announced that no business took place.

A motion to adjourn was made by Gary Branson and was seconded by Chris Feuerborn. The motion passed unanimously.

The meeting adjourned at 8:29 P.M.