

## MINUTES OF MEETING OF CITY COUNCIL

### CITY OF OZAWKIE, KANSAS

**December 11, 2023**

A meeting of the City Council of Ozawkie, Kansas was held on December 11th, 2023 at the City Hall of Ozawkie, Kansas. The following Council members were present:

**Loren Lutes, Mayor**

**Kevin Klenklen**

**Laci Heller**

**Chris Feuerborn**

Also present were the following persons:

Mazi Barnes, City Clerk

Public Works-Mark Tenpenny

Lee Hendricks, Attorney

Jamie Klenklen, Treasurer

Residents: Dana Gettel, Rena Kilgore, Bill Mitchell

**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 with no changes. A motion to approve the consent agenda was made by Kevin Klenklen and was seconded by Chris Feuerborn. The motion passed unanimously.

**Regular Agenda:**

*Citizen Comments:* Rena Kilgore at 301 Kowa Dr. requested a water meter at no charge due to the fact that during the construction of the Emergency Water Line from RWD 3 they provided land, dirt and gravel dumping at no cost to the city saving the city a large sum of money and allowing the project to be completed.

Dana Gettel shared that PRIDE had a wonderful turnout to the Holly Jolly Christmas Event.

Bill Mitchell would like the new lights installed around the township building to be adjusted so as to not shine harsh light into his home on Sioux. Kevin Klenklen states that this has been discussed and the contractor that installed it will be coming back to assess the options.

*Council Comments:* N/A

## **New Business**

### **a) Consider Employee Handbook Update**

The only Major change to the handbook was the change from employees accruing 4 hours of vacation leave and 4 hours of sick leave per period to accruing 8 hours PTO. The time clock use and call out policy were also updated and wording was fixed. A motion to accept the changes was made by Kevin Klenklen and was seconded by Lacy Heller. The motion passed unanimously.

### **b) Consider Water Meter Request**

Rena Kilgore at 301 Kiowa has presented her request for a water meter at no charge. Ehrhart Excavating has quoted \$3920-\$4000 to be the cost of work from the city's water line to the meter, the owner is responsible for the remaining line portion running to their home. A motion to approve the water meter and the cost of connection for 301 Kiowa of approximately \$4000 with the understanding that this is being approved as consideration for the owners previously providing the city a free easement and dirt work for the RWD 3 waterline extension was made by Lacy Heller and was seconded by Kevin Klenklen. The motion passed unanimously.

### **c) Consider Request for Temporary Utility Shut Off**

A customer has requested a temporary shut off of their utilities why they are traveling. The current wording of section 15-1A02 states utilities can be shut off at customers request it does not state that this is in regards to moving or changing ownership. Lee Hendricks states that the city also uses the income from utility bills to justify the loans from the government and cannot simply stop charging the minimums when customers are traveling. A motion to empower the Mayor to amend section 15-1A02 to clearly reflect when temporary shut offs are allowed was made by Chris Feuerborn and was seconded by Kevin Klenklen. The motion passed unanimously.

### **d) Audit 2023 Engagement Letter**

Shiple CPA, LLC has requested to continue services with the city for the 2023-year audit at a cost not to exceed \$6100. A motion to approve this service was made by Chris Feuerborn and was seconded by Kevin Klenklen. The motion passed unanimously.

## **REPORTS**

### **a) Mayors Report**

The city is currently working with CES to continue movement on the new lagoon project. Farmer Excavating has currently completed 8 out of 10 projects the remaining 2 will be completed in January when parts are obtained. The city is working on 2 new grant proposals to potentially replace some water lines prone to leaks.

### **b) Planning & Zoning**

A special meeting was held November 16<sup>th</sup> to discuss Chris Windlers storage business project across 92 hwy. They have made a motion to decline it due to issues with the exiting and entering of the property onto the highway. Kevin Klenklen shares that in the past KDOT and traffic engineering have stated that the existing road on the property would have to be elevated to the highway level and over the utilities to be a passable option. No action was taken by the council.

**c) Governmental Affairs**

Nothing to report.

**d) Law Enforcement**

The Mayor reads the police report that included 1 code enforcement, 4 safety enforcements, 2 domestic disturbances, 7 building checks, 1 suspicious person and one burglary regarding a juvenile breaking into Casey's, charges are pending at district court.

**e) Parks**

Nothing to report.

**f) Streets**

Nothing to report.

**g) Utilities**

Kevin Klenklen would like to bring back his proposal for yard rehab after water leaks at the next meeting.

A motion for a 15-minute executive session to include council, mayor and attorney to discuss non-elected personnel and personnel matters was made by Kevin Klenklen and was seconded by Lacy Heller. The motion passed unanimously.

Session starts at 7:42pm

Session ended at 7:56pm

No business took place.

A motion to adjourn was made by Kevin Klenklen and was seconded by Lacy Heller. The motion passed unanimously.

Meeting adjourned at 7:56pm

