

City of Cottonwood Falls Council Minutes

February 2, 2015

The regular meeting of the City of Cottonwood Falls was called to order at 7:00 p.m., February 2, 2015 at the municipal meeting room.

Those present were Mayor Boyce Baumgardner, Council Members Bob Sturms, Buddy Sisson, Brian Groh, Bruce Wells and Carl Studer, Utilities Supervisor David Jones and City Clerk Tiffany Bohnen and City Attorney Bob Brookens.

Agenda

Sturms made a motion to approve the Agenda. Wells seconded, motion carried.

Minutes

Groh motioned to approve minutes from January 19, 2015. Wells seconded, motion carried.

Scheduled Visitors

Discussion was held with David Croy regarding his need for an annual inspection on his back flow preventer for his boiler. City Attorney Brookens informed Croy that the State of Kansas and KDHE have required the city to enforce Ordinance No. 785 to insure that homes and businesses with boilers continue to meet safety standards.

Discussion was also held regarding the broken window at Croy's business on Broadway. Croy's final concern was regarding a W-2 that he received in the mail from the City of Cottonwood Falls. According to Croy, taxes should not have been taken out of the retirement check that he received. Clerk Bohnen will contact the accountant for further advice.

Planning Commission Report

Sturms made a motion to approve a building permit for Mike & Nancy Swartz at 601 7th St. Studer seconded the motion. Motion carried.

Mayor's Report

The contractor that has been hired to demolish the property at 221 Sycamore was scheduled to begin February 2nd but due to wet ground will be delayed until the end of the week. Clerk Bohnen will call Ms. Couch to inform her of the change. The Estate of Terry Salender has been served a letter requesting for plans of demolition.

Groh made a motion to accept Sue Smith's request for termination of the lease as of January 31, 2015, conditioned that the lease is signed by the new tenants February 1, the terms of the new lease with the Prairie PastTimes group, and the reduction of the insurance liability requirements of the Prairie PastTimes lease from \$1,000,000 to \$500,000 for total occurrence coverage. Sturms seconded the motion. Motion carried.

City Attorney Brookens will begin drafting an ordinance regarding tractor/trailer parking. After posting a public notice in the Official Newspaper, the Council has decided that further research will be done regarding the city ordinances and methods of enforcement.

City Attorney's Report

Groh made a motion to approve Resolution No. 2015-1, establishing and declaring the Boundaries of the City of Cottonwood Falls. Wells seconded the motion. Motion carried.

Discussion was held regarding the solid waste contract with the City of Strong City. Baumgardner, Sisson, and Studer will meet with Strong City to discuss the contract.

City Attorney Brookens advised the Council to conduct further research into the Starkey Well Lease before making the annual payment. A transfer of assignment from the City to the PWWSD #26 was signed in 2013 but never

recorded with the Register of Deeds. Bohnen will contact PWWSD #26 and Strong City to gather more information.

Brookens announced that he will be retiring as City Attorney at the end of his term in April.

Utilities Supervisor

Utilities Supervisor David Jones received a quote from KA Comm for \$4,023.88 which includes the antenna, coax, and installation of the repeater. This quote does not include the repeater cost, which would add an additional \$3000. Council is requesting clarification on the setup, programming and installation/repeater charge of \$1,331.

Jones presented the council with the Basic Spec Sheet that was requested to receive more uniform bids for the Municipal Building roofing project. An ad in the Chase County Leader News will be ran February 12 and February 19. This will announce that bid cut off will be February 29th at noon and that the bids will be opened at 7 pm March 2nd prior to the regular meeting.

Spellman Plumbing will be in Cottonwood Falls on the 11th and 12th to remove the old basement meters on Broadway.

Jones also met with Spellman regarding the Prairie PastTimes restrooms. The next step is to locate the sewer lines and then they can proceed.

Discussion was held regarding the Water Project. Baumgardner spoke with BG Consultants and BG has recommended that the water project be declared substantially complete as of January 28th. APAC has begun the removal of the old fire hydrants and other cosmetic details. A punch list was provided by BG Consultants that has been reviewed by Baumgardner and Jones. This list must be completed before the project can be declared complete. Clerk Bohnen will have forms in the office for any resident that has a complaint regarding the water project.

Report from City Clerk

Sisson made a motion to approve the engagement letter received from Wright, CPA for the 2016 Budget at the cost of \$2,356 plus out-of-pocket expenses. Sturms seconded the motion. Motion carried.

Sisson made a motion to approve the engagement letter received from Aldrich & Company for the 2014 Audit at the cost of \$6,000 with the amended date of completion being July 15, 2015. Studer seconded the motion. Motion carried.

Clerk Bohnen informed the council that the new website has been launched. Bohnen met with Brandon Stiener, IM Design, on a conference call to begin the Word Press Training. She will begin adding content to the website.

Wells made a motion to approve a donation to Project Graduation for the same rate that was paid in 2014. Sisson seconded the motion. Motion carried.

Committee Reports:

Budget & Taxation: None

Utilities: None

Property: None

Streets: Discussion was held regarding the Purchasing Policy that the City has in place. Council would like clarification on whether we can use the County, using an interagency agreement, to make road repairs or if they would need to place a bid.

Equipment: Jones informed Council that he was not impressed with the broom that he had recently tried out.

Sidewalks & Beautification: None

Recreation & Planning: None

Staff Policy: None

Unscheduled Visitors: None

Old Business: None

Time Cards:

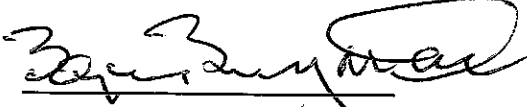
Groh motioned to approve timecards and payroll checks 24077-24084. Sturms seconded, motion carried.

Groh motioned to approve a total of 21.5 hrs overtime. Studer seconded, motion carried.

Accounts Payable

Groh moved to approve checks 24047-24074 with 24075-24076 voided. Studer seconded, motion carried.

Sturms motioned to adjourn the meeting at 10:27 p.m. Groh seconded, motion carried.



Boyce Baumgardner, Mayor



Tiffany Bohnen, City Clerk

