

**City Council Meeting Minutes**  
**March 7, 2016**

Call to Order-President of Council, retaining voting rights.

Roll Call-Mayor Linda McCowan, absent, President of Council Deb Bader-present, Council member Chris Mead-present, Council member Vickie Alsup-present, Council member Phyllis Agee-present, Council member Dorian Frances-absent.

Pledge of Allegiance was led by President of Council.

Agenda Changes- added Water Leak Adjustment Policy as item 5. Under Unfinished Business

**Motion # 1** Chris Mead motioned to approve 2-1-2016 regular meeting minutes as written. Phyllis Agee seconded. Carried 4-0.

**Unfinished Business**

1. Fire Truck-Deb Bader

Randy has the tank and bed of truck all painted black. Front cab is all sanded and ready for red paint, possibly to start tomorrow.

2. KDHE/Old City Dump-Clerk

Old dump site is located at 60th Ave and O Rd in Pawnee County which KDHE identifies as City of Pawnee Rock burn permit site from 1971 until it was abandoned in 1977. KDHE sent letter dated January 19, 2016 to determine the need for corrective action. KDHE claims old dump is City responsibility to clean-up. KDHE provided pictures of riverbed under the county bridge showing remains of a burnt up recliner, pictures taken on 6/22/2015. Enforcement Officer and City Clerk have both driven out to the bridge site this past month. Original burnt up recliner is no longer visible and now two new upholstered couches are down under the bridge. Can still see color of upholstery so these are not remnants of old burn site. City does not want to be held responsible for trash being tossed off the bridge. Clerk contacted Pawnee Appraiser's Office to determine landowner of locations. S1/2 SW 4 SW4 Sec 20, T21S, R15W is owned by LaVerne Oetken and N1/2 NW4 NW4 Sec 29, T21S, R15W is owned by Ward Feed Yard, Inc.

Council is in consensus that Clerk contact City Attorney and determine how City should respond to KDHE in regards to ownership and responsibility.

3. Approve Water Reserve Fund Ordinance

**Motion #2** Chris Mead motioned to approve Ordinance #335 establishing a Municipal Water Reserve Fund. Vickie Alsup seconded. Carried 4-0.

4. Water Conservation Plan update-clerk

The necessary corrections have been provided to JJackson@KMUNET.org along with the Municipal Water Conservation Plan for the City of Pawnee Rock for re-typing. It is not back yet. This item to be forwarded to next Council Meeting.

5. Water Leak Adjustment Policy—Deb Bader

Discussion followed on implementation of this policy.

**Motion # 3** Chris Mead motioned to approve PR Water Leak Adjustment Policy with one change on page 2 under adjustments. First sentence to read "A water leak adjustment can only be deemed eligible for adjustment by the Mayor and City Council." Phyllis Agee seconded. Carried 4-0.

At 7:28 PM Council member Dorian Frances present.

**New Business**

1. Insurance Planning-Jolene Biggs

Jolene walked Council through the April 1, 2016 Insurance Program pointing out changes and corrections made from previous year. The Kubota Tractor, Grasshopper mower and Bush Hog Mower/Cutter were added under an Equipment floater. Only two vehicles have comprehensive coverage, the 2008 Ford F150 Pickup and the 1983 American General 5 Ton Fire Truck. Estimated premium is \$7905, compared to previous year premium of \$7599.

**Motion#4** Dorian Frances motioned to accept the proposed Insurance Program for 4/1/2016. Seconded by Phyllis Agee. Carried 5-0.

2. Renewal of Federal Surplus Property Center-Eligibility-Clerk

It is consensus of Council to renew eligibility, with names listed on the Federal Surplus Property Eligibility as Mayor Linda McCowan, President Council Deb Bader, Maintenance Supervisor Shane Bowman and Fire Superintendent Heath Dill.

3. KS Admin Basics of Budgeting Workshop-Clerk

It is consensus of Council to allow Clerk to attend Basics of Budgeting workshop on June 14, 2016 in Wichita, KS. Mayor has authority to approve \$60.00 registration fee and mileage and per diem when presented.

4. CD renewal 4-18-16-Clerk

**Motion #5** Chris Mead motioned to leave CD at Sunflower Bank and allow it to rollover on 4-18-2016 for renewal. Phyllis Agee seconded. Carried 5-0.

**Executive Session-----none**

**Resident/Public Request to Appear Before Council/Complaints**

1. Dorian Frances—Water leak issue

It is consensus of Council to approve billing changes implemented by clerk on Feb 25, 2016 on utility account 207 changing water units charged from 22 units to 6 units. An average of the past 6 months.

2. Chris Mead---Bldg. Permit

It is consensus of Council to approve Chris Mead Building Permit to erect 20x30 carport and 10x20 portable greenhouse at 624 Pawnee Ave.

**Department Reports**

Fire Chief

Superintendent brought picture of new VFD emblem to go on new fire truck. Will bring 3 quotes to next meeting.

Treasurer

Council member had question on the three Intuit payroll charges on SFB statement dated 1-28-2016, 2-11-2016 and 2-25-2016. Are they online charges that City is paying for use of the Intuit software?? ? Clerk will get with ABBB on this for an answer.

**Motion#6** Chris Mead motioned to approve payment of Ron Smith City Attorney Association fee of \$35.00, ATT Reinert Alarm of \$74.49 and ABB&B of \$1025.00. Phyllis Agee Seconded. Carried 5-0. Consensus of Council to accept Treasurer report dated 3-2-2016.

Clerk/ Changes in Jayhawk/ Utility Reconciliation

Question on fire department master key to make spares. Clerk will need determine if lock to fire house was purchased from Ben's Lock & Key and go there to get certificate allowing for duplicate keys to be made.

Maintenance

Council is in consensus to send in Brenntag Southwest Application for Credit in amount of \$1000 for the purchase of chlorine from a new distributor.

**Motion#7** Dorian Frances motion to adjourn the meeting. Phyllis Agee seconded. Carried 5-0.

Meeting adjourned at 8:25 PM

Minutes approved on April 4, 2016  
President of Council Debra McCowan  
City Clerk Cathy Grover