

The Moran City Council met in regular session on Monday, December 5, 2016. Mayor Phillip Merkel called the meeting to order at 7:00 PM.

<u>Mayor</u>	<u>Elected Officials Present:</u>	<u>Council Members Absent</u>
Phillip L. Merkel	<u>Council Members Present</u> Bill C. Bigelow Chad A. Lawson James A. Mueller Kris R. Smith Jerry D. Wallis	

City Staff Present: Bret Heim, City Attorney; Michael Stodgell, City Superintendent; Craig Miller, Asst. City Superintendent; Shane Smith, Police Chief; Taeler Carr, Asst. City Clerk, and Lori Evans, City Clerk

Visitors Present: Damaris Kunkler, Allen County Thrive

CONSENT AGENDA

Council member Bigelow moved to approve the December 2016 consent agenda as follows:

- November 2016 Minutes
- November 2016 Petty Cash Reimbursement Report
- December 2016 Pay Ordinance totaling \$62,817.16
- November 2016 Jayhawk Utility Audit Trail Report
- November 2016 Certificate of Deposit Report
- Public funds resolution to purchase a \$30,000.00 certificate of deposit (CD) to replace a CD maturing November 9, 2016

Mueller seconded the motion, motion passed with all approving.

VISITORS

No business was brought before the Council.

OLD BUSINESS

Health Care Foundation Grant – Damaris Kunkler spoke with the Council about the project status and her role in supporting Moran throughout the grant process. Ms. Kunkler also advised the Council that she might know of another grant opportunity that could be used for minor remodeling at the proposed site for the exercise facility. Council member Bigelow moved the Council accept the grant awarded by the Healthcare Foundation of Greater Kansas City and that Mayor Merkel sign grant on behalf of the City. Lawson seconded the motion, motion passed with all approving. Topic was tabled to the January 3, 2017 meeting for additional review.

Ms. Kunkler asked the Council to approve a point of contact to authorize grant money expenditures. Council member Bigelow moved Clerk Evans be given authority to approve purchases on a day to day basis when needed. Smith seconded the motion, motion passed with all approving.

Real Estate Purchase Agreement – Council member Bigelow moved the City add the property at 308 N. Spruce St. to the City’s insurance policy. Lawson seconded the motion. Motion passed with Bigelow, Lawson, Smith, and Wallis approving and Mueller abstaining from the vote.

West Ball Field Lighting – Clerk Evans reported the City received donations of \$8,000 from the Moran Ball Association and \$3,000 from USD 256 for the lighting project. The Council agreed the City crew should proceed with the project as time allows.

Kansas Department of Transportation (KDOT) Response to Letter – KDOT has indicated they will attend the January 3, 2017 meeting. Topic was tabled until January.

South Moran Water District Request Letter – The Council reviewed a letter received from the South Moran Water District (SMWD) regarding services provided by the City of Moran. Discussion followed with Council member Lawson moving to invite SMWD representatives to meet with the Council on January 3, 2017 to discuss the topics addressed in the letter. Bigelow seconded the motion, motion passed with all approve.

Moran City Code – Revision Approval (Continued from Sept Meeting) – No action taken, topic was tabled until the January meeting.

Year End Review of Salaries and Benefits – Council member Bigelow moved the Council meet in executive session at 8:02 PM for 15 minutes to discuss personnel matters of non-elected personnel in order to protect the privacy interest of the individual(s) to be discussed. Lawson seconded the motion, motion passed with all approving. Mayor Merkel did not attend the session. Council returned to open meeting at 8:17 PM. Council member Bigelow moved the Council return to executive session at 8:20 PM for 25 minutes to discuss personnel matters of non-elected personnel in order to afford privacy for employees to discuss employment matters. Mueller seconded the motion, motion passed with all approving. The following employees were invited to executive session to meet with the Council:

Lori Evans	8:20 PM to 8:26 PM
Craig Miller	8:26 PM to 8:34 PM
Taeler Carr	8:34 PM to 8:40 PM
Michael Stodgell	8:40 PM to 8:45 PM

Council returned to open meeting at 8:45 PM.

Council member Bigelow moved the Council return to executive session at 8:46 PM for 10 minutes to discuss personnel matters of non-elected personnel in order to afford privacy for employees to discuss employment matters. Smith seconded the motion, motion passed with all approving. Shane Smith was invited to executive session to meet with the Council. Council returned to open meeting at 8:51PM.

Council member Bigelow moved the Council return to executive session at 8:53 PM for 10 minutes to discuss personnel matters of non-elected personnel in order to afford privacy for employees to discuss employment matters. Smith seconded the motion, motion

passed with all approving. Craig Miller met with Council from 8:53 to 8:58 PM followed by Mayor Merkel from 8:58 PM to 9:03 PM. Council returned to open meeting at 9:03 PM.

Councilmember Bigelow moved that Michael Stodgell, Craig Miller, Taeler Carr, and Lori Evans be given a .25 cent an hour increase in pay. Additionally, monthly insurance stipends will increase from \$350.00 to \$360.00 for all full time employees. Smith seconded the motion, motion passed with unanimous approval. Payroll increase for Shane Smith was addressed at the November meeting. Based on the motion, employee hourly pay for 2017 will increase as follows:

Mike Stodgell	\$ 20.75	to	\$ 21.00	per hour
Craig Miller	\$ 17.50	to	\$ 17.75	per hour
Lori Evans	\$ 17.20	to	\$ 17.45	per hour
Taeler Carr	\$ 10.25	to	\$ 10.50	per hour

Employee Holiday Bonus – Council member Mueller moved all full time employees receive a net bonus of \$35.00 on their weekly pay check. Smith seconded the motion, motion passed with unanimous approval.

2019 Kansas Public Employees Retirement System (KPERs) Increase – The Council reviewed a memo received from KPERs advising that employers contributions rates are projected to increase to 9.07% in 2019 based on changes to the investment rate of return. No action was taken.

NEW BUSINESS

2017 Cereal Malt Beverage Applications – Chief Smith informed the Council that he had reviewed the Cereal Malt Beverage applications for Pete’s of Erie, Inc. and Stub’s Market, LLC and found no concerns with their applications. Council member Mueller moved to approve issuing licenses to all applicants. Wallis seconded the motion, motion passed with all approving.

Annual Review of Moran Municipal Court Costs – No action taken.

Federal Payroll Tax Deposit Schedule Change – Clerk Evans informed the Council the IRS has changed the City’s federal tax liability payment schedule from monthly to bi-weekly beginning January 1, 2017.

Helicopter Landing Zone – Topic was discussed and it was agreed to move the landing zone west of the softball field.

Connect Fee Waiver – Council member Wallis moved to waive connect fees for Bobbi Kuykendall. Mueller seconded the motion, motion passed with all approving.

DEPARTMENTAL REPORTS

Fire Chief – Chief Merkel reported the department is still working on the Hemtt and plans to have it in service in spring of 2017.

Police Chief – Chief Smith reported the department will be participating in DUI education and inattentive driving programs at USD 256 over the next two months.

Smith requested approval to purchase two uniform sets. The Council advised he should purchase the uniforms as the purchase price is below his \$500.00 purchase authority.

Superintendent – Superintendent Stodgell submitted the following activity report for the month of November 2016 :

- Worked on storm siren and replaced contacts at First & Cedar St.
- Replaced security light at First & Cottonwood Baptist Church
 - Electric Service Temp
 - Installed 25 KVA Trans
 - Installed 100 AMP Cutout Fuse
- Replaced fuse at 304 S. Cedar & 204 S. Cedar
- Replaced a burned out meter can at 321 S. Elm
- Moved old poles for new poles and received new poles
- Took down electric service and put up a temporary electric meter at 404 S. Cedar
- Replaced the city shop screen door
- Installed a new door handle on the City Library storage door
- 3916 US Hwy 54- LaRue, Water meter & pit and line up grade for new 2" water line
- Sucked mud out of water pit and cleaned out vac at 424 N. Locust
- Met with plumbers at new Moran Baptist Church Site
- Located water service & main at 508 N. Birch
- Hauled dirt and checked footings at Moran Baptist Church new site
- Located sewer service & Main at 304 N Cedar & 316 W. Church
- Replaced driver door hinge's at Duke's on Truck #1 07'GMC
- Mowed park and ball fields
- Picked up, dumped and put away trash cans
- Winterized park bathrooms
- Covered score board
- Marked out poles on ball field #2
- Picked up concrete from #2 field, filled in holes and picked up old fence railing
- Marked out underground wire paths to the poles

Superintendent Stodgell advised the Council that the shop bathroom floor needs replaced. Stodgell reported Marlow Construction estimated a cost of \$350.00 in labor to replace the floor. The Council advised Stodgell to proceed with replacing the floor the estimate is below his \$500.00 purchase authority.

City Clerk – Clerk Evans reported income for November 2016 as follows:

General Fund		Water Fund	
Charges For Services	17.98	Sales To Customers	12,569.75
Refuse	1,518.00	Water Protection Fee	35.82
Court Fines	1,984.00	Connect Fee	146.19
KS Sales Tax	3,506.09	Water Tower Fee	50.00
Interest Earned Checking/CDL	24.59	Bulk Water Sales	68.27
Electric Fund		Penalties	131.37
Sales To Customers	41,784.64	Sewer Fund	
Overpaid	1,031.44	Sales To Customers	7,779.60
Connect Fees	49.14	Gross Receipts	72,941.88
Fuel Adjustment	962.44	<i>Add: Interest to CD 44526614</i>	<i>10.97</i>
Sales Tax		<i>Interest to CD 44518410</i>	<i>0.64</i>
Sales Tax Receipts	1,282.56	Total Gross Receipts	72,953.49
		Lieap Credit	144.37
		Electric Credit	305.56
		Net Receipts	72,503.56

There being no further business to discuss, Council member Mueller moved, seconded by Lawson, to adjourn the regular meeting at 9:35 PM. Motion passed with unanimous approval.

Approval Date:
January 3, 2017