

The Moran City Council met in regular session on Monday, May 6, 2019. 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 Corliss E. Lynes 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; and Lori Evans, City Clerk

Visitors Present:

Rayna Kidd, Neil Phillips, Kyle Spielbusch, Bill King, Richard Luken, Loren Korte, Matt Korte, Larry Ross, Sondra Combs, and Clint Callaghan

CONSENT AGENDA

Council member Smith moved to approve the May 2019 consent agenda as follows:

- April 2019 Minutes
- April 2019 Petty Cash Reimbursement Report
- May 2019 Pay Ordinance totaling \$77,314.59
- April 2019 Jayhawk Utility Audit Trail Report
- April 2019 Certificate of Deposit Report

Council member Lynes seconded the motion, motion passed with all approving.

VISITORS

Rayna Kidd asked if the City would accept a donation from the high school of a popcorn machine for the park concession stand. The Council advised the popcorn machine would fall under the jurisdiction of the ball association and suggested Ms. Kidd contact them regarding the donation.

Bill King said he was just sitting in on the meeting. He mentioned the new ambulance station is still on track but noted there had been some opposition to building a new station in Moran. Mr. King encouraged the Council to meet with the Commissioners to show support for keeping the ambulance stationed in Moran.

2018 AUDIT REPORT

Neil Phillips with Jarred, Gilmore, and Phillips introduced Kyle Spielbusch reviewed Generally Accepted Accounting Principles as applied to Cash Basis Law. Mr. Phillips then presented the 2018 Fiscal Audit Report to the Council reviewing receipts, expenditures, transfers, encumbrances, and ending cash balances for the City as of December 31, 2018. Mr. Phillips reported the audit found the City of Moran was in

Approval Date:
June 3, 2019

compliance with the cash and budget requirements of the State of Kansas for the 2018 fiscal year. He then discussed the audit process and transfers between funds. Mr. Phillips asked the Council if they had any questions, none were raised.

OLD BUSINESS

Electronic Meter Reading Equipment – Sondra Combs and Clint Callaghan presented information on Mueller Systems automated meter reading equipment. Ms. Combs noted software, transceiver kit and 32 automatic read meters would cost \$9,884.00. An additional 176 meters would add \$29,152.00 at \$165.64 per meter. Ms. Combs said pricing includes 1 year of software support. Meters are covered by a 20-year warranty with full replacement from years 1-10. After 10 years meters are prorated for replacement. Mr. Callaghan explained the installation process, antenna capabilities, and time needed to install each meter. Discussion followed with Council member Bigelow moving the Council meet in executive session for 10 minutes at 7:53 PM to discuss matters relating to facilities or equipment used in the production, transmission or distribution of water pursuant to KSA 75-4319 (b)(12). Lawson seconded the motion, motion passed with all approving. Clerk Evans was asked to attend the session. Council returned to open meeting at 8:03 PM. Council member Bigelow moved to purchase up to 249 water meters using funds from the Water Reserve Fund. Lawson seconded the motion, motion passed with all approving.

City Insurance Policy Review – Loren Korte presented a brief overview of the City's insurance policy. Topics of note included the increased premium for the old library building which has a value of \$162,998 to rebuild and the back shop with a value of \$88,774 to rebuild. Mr. Korte said he believes EMC Insurance will lower the value of the back shop but he will have to contact the agency directly to see if they would consider lower the value of the old Library. Mr. Korte reminded the Council that Inland Marine items are covered at actual cash value only. Replacement coverage is not available for those items. Mr. Korte suggested the City consider increasing general liability coverage to \$1,000,000. The current policy provides for \$500,000 of coverage. Discussion followed with Mr. Korte noting he will contact EMC regarding property values.

Security Camera Request for Moran Public Library – Ms. Kidd stated the Library board is still researching camera needs. The Council agreed to table the topic until the August 2019 meeting.

Moran Museum – Topic was tabled until the June meeting.

Utility Truck Bids – Topic was tabled until the June meeting.

Logo Contest – Topic was tabled until the June meeting.

Chip and Seal Oil Pricing Equipment – Superintendent Stodgell reported two tankers of oil would run \$32,000.00 for the chip and seal project. He reported purchasing 13 tons of cold patch for use in repairing the roads damaged by the winter weather.

Council member Bigelow moving to purchase 1 tank of oil for the chip and seal project due to budget concerns. Smith seconded the motion, motion passed with all approving.

2020 Budget Preparation Equipment – Clerk Evans noted budget charts for the January to April 2019 and budget forecast for 2019 are included in the May Council packet. Mayor Merkel encouraged the Council to begin thinking of budget needs for 2020. Topic was tabled until the June meeting.

New Ambulance Facility for Allen County Equipment – Topic was discussed with Council member Lawson moving the City provide water, electric, and sewer connections for the new ambulance station at no charge to the County. Bigelow seconded the motion. Motioned passed with all approving.

NEW BUSINESS

Mayoral Appointment – Mayor Merkel made the following appointments:

City Treasurer: Debra Merkel	Fire Chief: Phillip Merkel
Municipal Judge: Patty Miklos	Asst. Fire Chief: Craig Miller
Marshal/Police Chief: R. Shane Smith	Firefighters: Curt Drake
City Clerk: Lori Evans	Joe Carr
Asst. City Clerk: Taeler Carr	Kevin Davis
Court Clerk: Lori Evans	Derrick Carr
City Attorney: Bret Heim	Nick Meiwes
Public Officer: R. Shane Smith	Joe Meiwes
Building Inspector: Michael Stodgell	Ryan Smith
Official Bank: Emprise	Tristan Dickerson
Official Newspaper: Iola Register	Lee Roberts

Council member Bigelow moved to approve Mayor Merkel's appointments. Lynes seconded the motion. Motion passed with all approving.

President of the Council – Council member Lawson nominated Bill Bigelow as President of the Council. Smith seconded the nomination of Bigelow. Motion passed with all approving.

KS Municipal Energy Agency/Appoint Representative & Alternate to EMP3 Group – Council member Bigelow nominated Chad Lawson as the City's Representative to the EMP3 group. Smith seconded the motion, motion passed with all approving. Council member Lynes nominated Jerry Wallis as the City's Alternate Representative to the EMP3 group. Smith seconded the motion, motion passed with all approving.

54 Fitness Reports/Equipment Bids/Equipment Maintenance – Clerk Evans reported one of the treadmills was inoperable and Elite Equipment negotiated with the equipment supplier to have the parts replaced at no charge to the City. The City was responsible for labor and trip charges. Discussion followed with Council member Lawson moving to enter into a preventative maintenance agreement with Elite Exercise Equipment to make semi-annual inspections and repairs to equipment at the exercise

facility. Semi-annual visits will run \$357.00 each. Bigelow seconded the motion, motion passed with all approving. Evans also presented a bid for a recumbent stepper similar to a NuStep machine. No action was taken regarding the equipment bid.

Moran Ball Association Building Request – Council member Lynes moved to approve a request from the ball association asking permission to remove three sheds and to install one new larger shed. Bigelow seconded the motion, motion passed with all approving.

City Pound License Renewal – Council member Bigelow moved to renew the City's pound license. Smith seconded the motion, motion passed with all approving.

DEPARTMENTAL REPORTS

Fire Chief – Chief Merkel had nothing to report.

Police Chief – Chief Smith requested approval to replace his duty vest. Purchase price is \$1,155.49 plus shipping. Bigelow moved to approve the request, Lawson seconded the motion. Motion passed with all approving.

Superintendent – Superintendent Stodgell had left the meeting due to a power outage. Stodgell had submitted the following activity report for the month of April 2019:

- 204 E First
 - Marked locates for new electric pole
 - Transferred electric service to new primary poly and hung new triplex
 - Filled in dirt around new pole
- Changed out electric meter at 205 E First
- Replaced a 3 phase fuse at Ag Choice
- Prepared mosquito sprayer for testing
- Replaced two bulbs in the 54 Fitness Center restrooms
- Replaced old Open flags with new ones
- Dug up and repaired water leak at Franklin & Birch 4" main
- Checked for leaks, pot holed 6" PVC main
- Central Tank cleaned the water tower, 8" fill pip didn't bring 6" pipe
- Replaced shut off valve in meter pit at 423 N. Park
- Cleaned up dirt and filled in around the water meter pit at Bolling's south duplex
- Had a 2" main water leak on the east side of Bank, cut 2" off and reduced down to 3/4 poly, hooked service back up and cleaned up pump and vac
- Purchased 13.82 ton of asphalt for cold patching
- Cleaned out an area for the cold patch
- Rocked City Hall, behind bank area, police and library parking and at the lagoons
- Picked up trash, trimmed and mowed at 54 Fitness
- Filled in ruts on the corner of Franklin and High
- Picked up limbs and mowed
- Mounted towel dispensers in the bathrooms
- Dumped trash cans and picked up trash from the park and both ball fields
- Replaced sewer services at 412 N Birch

City Clerk – Clerk Evans reported income for the month of April as follows:

General Fund		Water Fund	
Charges For Services	4.00	Sales To Customers	11,318.55
Refuse	1,788.00	Water Protection Fee	29.00
Court Fines	1,331.00	Reimbursed Expense	52.69
Reimbursed Expense	476.00	Penalties	488.84
Building/ATV Permits	35.00	Water Tower Fee	50.00
KS Sales Tax	6,456.78	Debt Collection Fee	4.14
54 Fitness Fee/Fobs/Ovpd	1,070.00	Sewer Fund	
Interest Earned Checking/CD's	130.63	Sales To Customers	6,926.56
Dog Tag	194.00	Reimbursed Expense	195.00
Electric Fund		Debt Collection Fee	6.37
Sales To Customers	41,082.23	Sales Tax Fund	
LIEAP Credit	994.31	Sales Tax Receipts	1,092.45
Overpaid	772.40	Special Highway Fund	
Reconnect Fee	73.71	State Gasoline Tax	3,374.41
Fuel Adjustment	1,127.02	Monthly Receipts	79,357.67
Debt Collection Fee	67.44	<i>Add: Interest to CD 44526614</i>	<i>10.99</i>
Light Rent	168.00	Gross Receipts	79,368.66
Connect Fee	49.14	<i>Less: Leak Adjustment</i>	<i>266.50</i>
		<i>Setoff Fees</i>	<i>39.76</i>
		<i>Utility Credits</i>	<i>574.34</i>
		<i>Recreation Fee Credit</i>	<i>120.00</i>
		Net Receipts	78,368.06

Clerk Evans relayed a request from a Library patron asking the City to install grab bars and a handicapped accessible toilet in the Library bathrooms. The Council agreed to install the grab bars but took no action on the toilet.

There being no further business to discuss, Council member Smith moved, seconded by Lawson, to adjourn the regular meeting at 10:05 PM. Motion passed with unanimous approval.