

The Moran City Council met in regular session on Monday, February 5, 2024. Mayor Jerry Wallis called the meeting to order at 7:00 PM.

ELECTED OFFICIALS PRESENT

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| <u>Mayor</u> Jerry D. Wallis | <u>Council Members Present</u> Warren L. Johnson Kenneth D. Kale L. Lee Roberts James A. Mueller Kris R. Smith | <u>Council Members Absent</u> |
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City Staff Present: Bret Heim, City Attorney; Michael Stodgell, City Superintendent; Shane Smith, Police Chief; Jerad Maley, and Lori Evans, City Clerk

Visitors Present: None Present

CONSENT AGENDA

Council member Johnson moved to approve the February 2024 consent agenda as follows:

- January 2024 Minutes with correction that Ken Kale was absent from the January meeting
- January 2024 Petty Cash Report
- February 2024 Pay Ordinance totaling \$114,852.34
- January 2024 Utility Audit Trail Report
- January 2024 Certificate of Deposit Report
- January 2024 Utility Billing and Use Report

Kale seconded the motion, motion passed with all approving.

VISITORS

None present.

OLD BUSINESS

USD 256 Crosswalk – Discussion of the topic followed with no action taken. Topic will be tabled until the Kansas Department of Transportation is able to source signage for the crosswalk.

Water Project Update – Clerk Evans informed the Council that there has been a delay with the Kansas Department of Commerce approving our request for funds draw of CDBG funds to pay Goins for construction work. The sub-contractor has not provided needed information to verify their Unique Entity ID (UEI) and there are some outstanding payroll records that need submitted before the request is approved. The subcontractor has been working on the project but there have been some delays due to weather. Topic was tabled until the March meeting.

Water Project Easements – Attorney Heim noted he is still waiting for a response from the Allen County Commissioners regarding the water line easement on the north side of the new ambulance station. Topic was tabled until the March meeting.

Substation Land Purchase – Clerk Evans noted Kansas Municipal Energy Agency (KMEA) representatives had planned to attend this meeting to discuss the substation project but they have not obtained all the financing information in time for the meeting. Topic was tabled until KMEA reschedules the meeting.

NEW BUSINESS

USPS Mail Delivery – Clerk Evans reported that the Clerk’s office has been notified of delays with the delivery of the January utility bills. Evans notes the bills were mailed on the 8th of January with some residents reporting they didn’t receive their bills until the 15th of January or later. Furthermore, the Clerk’s office is seeing delay in receiving payments mailed through the United States Postal Services. Additionally, check payments made through the customer’s bank are taking 10 days or more to be delivered by the USPS. Council member Mueller moved the City waive penalties for 3 customers who made payment through their banks for this one occurrence. Roberts seconded the motion, motion passed with all approving. The Clerk’s office will notify these customers of the delay in mail delivery and let them know that penalties will be assessed on any payments received after the due date moving forward.

Kansas Municipal Energy Agency (KMEA) Board Appointments – The Assembly agreed to make no changes to the director positions with Warren Johnson and Kris Smith retaining their Director position and Lee Roberts replacing Ken Kale at the Alternate Directors position.

Equipment Purchase for Police Department and Clerk’s Office – Chief Smith noted his older gun is being serviced and may be repairable. Smith said he would follow up with the Council regarding the status of the gun at a later date.

Clerk Evans requested approval to replace a 10 year old laptop used as a file server for the clerk’s office. Council member Mueller moved to approve spending up to \$1,000.00 to purchase a new lap top. Johnson seconded the motion, motion passed with all approving.

Fair Housing Month Proclamation – Council member Smith moved Mayor Wallis sign the Proclamation declaring April as Fair Housing Month. Mueller seconded the motion, motion passed with all approving.

Annual City Wide Clean Up – The Council agreed to sponsor a city wide cleanup as they have in years past. Council member Roberts broached the topic of sponsoring a bi-annual clean up. No action was taken.

Website Renewal – Clerk Evans reported the City’s hosting service with Go Daddy was up for renewal in April. Council member Mueller moved to approve

renewing the City's website. Kale seconded the motion, motion passed with all approving.

2023 Audit – Clerk Evans informed the Council that auditors from Jarred, Gilmore, and Phillips will audit the City records on Wednesday, February 7, 2024. Evans invited the Council to stop by should they have any questions for the auditors.

DEPARTMENTAL REPORTS

Police Chief – Chief Smith requested to meet with the Council in executive session. Council member Smith moved the Council meet in executive session at 7:50 PM for 10 minutes for the purpose of discussing personnel matters of nonelected personnel. The justification for the executive session is to protect the privacy of the employee's topic of concern provided by K.S.A. 75-4319(b) (1). Johnson seconded the motion, motion passed with all approving. Council returned to open meeting at 8:00 PM. No action was taken.

Superintendent – Superintendent Stodgell submitted the following activity report for the month of January 2024:

- Street Lights
 - Repaired 1
 - Replaced- 207 N Linn, 634 N Spruce
 - Moved to new pole-208 S Cottonwood
- Changed out electric meters
 - 415 N Locust, 312 N Chestnut, 622 N Locust, 144 W Franklin, 511 N Cedar
- Pulled pol at First & Cottonwood
- Reattached electric meter can to house at new meter 511 N Cedar
- Worked on #2 Bucket Truck
- Changed Oil
 - JD 5083 & greased, City Hall generator & filled antifreeze
- Stocked inventory
- Cut carpet for kennels at city pound
- Picked up limbs
- Emptied trash cans
- Took down Christmas décor
- Back filled sewer tap
 - 422 N High, 605 N Locust
- Marked manholes for snow plow
- Spread ice melt at 54 Fitness
- Cleared roads due to weather
- Cleaned out sewer lateral at City Shop
- 613 N Locust-Located sewer lateral, no clean out, main ok
- City Hall called Muller for info on meter
- Marked valves for snow plow
- Replaced water meter at 54 Fitness
- Water Leaks
 - 129 W Randolph- repaired
 - 315 S Cedar- shut off for frozen pipes
 - 1315 US Hwy 59 & 321 S Elm- changed out meter temporarily until we get new buttons for meters
 - 105 E First-inside repaired
 - 424 N Locust- leak
 - 103 S Pine, 315 N Park- leak
 - 614 N Locust & 619 N Locust- leak
 - North Pine between Church & Oak, Spruce & Randolph by Library- 4" Cast Iron main water leak
 - 324 N Park, 208 E 2nd, 213 S Sycamore- leak
 - 1315 US Hwy 59- replaced angle valve

Superintendent Stodgell asked the Council to consider replacing all of the street signage in town. Stodgell said he would need to replace 10 poles with necessary attachments along with 131 new street signs. Stodgell said the total cost for the project will be \$6,151.00. Council member Johnson moved to purchase the signs using funds

from the Capital Outlay Department. Kale seconded the motion, motion passed with all approving.

City Clerk – Clerk Evans relayed a request from the Moran Day Committee asking for approval to hold another concert in the park along with a beer garden at the Moran Day festivities. The Council said they had no problem with reviewing the request once plans are available for review. The Council did note that they would not provide any monetary support for cost of the event insurance.

The Council reviewed a request from the Moran Youth Recreation Board asking for approval to use the physical address of 339 N Cedar St (Moran City Hall) to apply for a post office box for the Board. Council member Smith moved to approve the request. Johnson seconded the motion, motion passed with all approving.

Clerk Evans presented an invitation from the League of Kansas Municipalities encouraging the City to rejoin the League. The Council declined to join the League.

Evans reported income for the month of January 2024 as follows:

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|------------------------------|-----------|-------------------------------------|-------------------|
| General Fund | | Water Fund | |
| Refuse | 1,991.25 | Sales To Customers | 15,514.04 |
| Court Fines | 354.00 | Water Protection Fee | 29.07 |
| ATV Permit | 300.00 | Connect Fee | 125.00 |
| County Tax Disbursement | 32,347.91 | Bulk Water Sales | 51.09 |
| 54 Fitness Fee/Fobs/Ovprd | 980.00 | Overpaid | 508.77 |
| Interest Earned Checking/CDL | 451.02 | Reimb Exp | 470.00 |
| Dog Tag/Kennel Fee | 138.00 | Penalties | 603.89 |
| Miscellaneous Receipts | 6.90 | Water Tower Fee | 100.00 |
| Mutual Aid Fire Contribution | 10,000.00 | Library Fund | |
| KS Sales Tax | 5,570.90 | County Tax Disbursement | 2,985.18 |
| Special Hwy Fund | | Employee Benefits Fund | |
| State Receipts | 3,134.77 | County Tax Disbursement | 6,696.62 |
| Sewer Fund | | Sales Tax Fund | |
| Sales To Customers | 7,072.45 | Sales Tax Receipts | 1,180.31 |
| Electric Fund | | Gross Sales | <u>136,226.45</u> |
| Sales To Customers | 41,205.80 | <i>Add: Interest to CD 44526614</i> | 11.04 |
| Connect/Reconnect Fee | 122.85 | <i>Water Project Acct Interest</i> | 1.25 |
| Reimbursed Expense | 1,160.30 | Gross Receipts | <u>136,238.74</u> |
| Overpaid | 827.83 | <i>Less: LIEAP Credit</i> | 1,133.93 |
| Lieap Receipts | 2,067.50 | <i>EWAP Credit</i> | 229.35 |
| Light Rent | 231.00 | <i>Utility Credits</i> | 696.86 |
| | | <i>Recreation Fee Credit</i> | 70.00 |
| | | Net Receipts | <u>134,108.60</u> |

There being no further business to discuss, Council member Smith moved, seconded by Roberts, to adjourn the regular meeting at 8:16 PM. Motion passed with unanimous approval.