

**MINUTES
CITY OF ALTAMONT
April 8, 2021**

REGULAR MEETING	The meeting was called to order at 7:00 PM with Mayor Richard Hayward presiding. Mayor Hayward opened the meeting with the Pledge of Allegiance and Pastor Han led the prayer. Councilmembers present: Ben Cochran, Raymond Coffey and Paul Souders.
MINUTES	Councilmember Cochran moved and Souders seconded to approve the regular minutes of the March 25, 2021 meeting. Motion carried.
INVOICES	Councilmember Cochran moved and Coffey seconded to pay the invoices in the amount of \$771,860.39. Motion carried.
CITY ADMINISTRATOR	Report written by Audree Aguilera. Natural gas/energy crisis – payment agreements due by April 16 th . Twenty percent of the April bill due by April 27 th . Extension may be requested with Council approval. Starting looking into gas purchasing agents/KMGA. We have begun setting up payment plans this month; it is very busy in the office. Update of personnel handbook is 75% complete. New signs for the Police and Fire Departments have been ordered. Bids on agenda for tonight. CIC Annual Renewal will be presented at next meeting. The agreement and invoice are being changed to reflect the Court and Server Backup being removed from CIC. CIC Software was still down and have not provided the updated agreement yet. USDA Loan for the fire truck in final stages; funds are now available. Fire truck is anticipated to arrive in November. Will begin using new court software in April. We will begin to start the budget process this month. Working with department heads to create department budgets. Upcoming items/project – Electric fund tabled to May 13 th ; in mean time, will work on liability questions and other possible options with cost.
POLICE	Report written by Michael Shields. The Police Department has handled numerous calls during this period from dog bites to animal control, civil standbys/child exchanges, citizens assist, lake patrol and safety checks. Citations and warnings for traffic violations, conducted motorist assist situations and conducted accident reports. Assisted other agencies with calls and traffic situations. During this quarterly period, the Police Department has conducted numerous investigations and made several arrests. Some ranging from driving while suspended, possession of marijuana and possession of drug paraphernalia. Other more serious crimes we have investigated and arrested subjects on stem from theft reports, domestic battery, child abuse, aggravated battery with a knife, criminal threat and distribution of child pornography. Conducted a class at LCHS pertaining to safe dating and human trafficking. All officers are finalizing training to maintain their certifications with various trainings. Been working with Audree on designs and signage for the Police Department and redoing the sign at the Fire Department, should be seeing and receiving new signage soon. Officer Brian Sinclair resigned to take a position with Oswego Police Department, and hired Officer Jonathon Davis who is attending KLETC for the next 14 weeks. People will see several new faces patrolling the City while Officer Davis is gone to the academy.
UTILITY	Report written by Brad Myers. Installed water, gas and sewer to new garage on 7 th Street, met with Sheriff, Police and Fire Departments on public awareness and emergency response capabilities. 101 S Wells - replaced water valve and moved gas meter to the house. Hauled rock and spread at the Lake and added culvert extensions at residence on North Gartner. GMC Dump Truck – repaired taillight, air leaks and oil leaks to bring up to specks for CDL. Congrats to Justin Bertling for passing his CDL. Moved snow and sent annual 7100 report to PHMSA for Gas. We had 7 frozen water meters and valves in the cold spell. Water and Waste Water audit from KDHE, Gas Audit from KCC, yearly welding tests and emergency plan revised (USDI). Replaced water heater in the Police Department and took out sink to make a new shower for them. Worked on getting bids for lagoon hedge row removal. Mowed, weed eat, sprayed and cut trees at the Pool and Park, cleaned up from sewer project behind pool and leveled spot at the Lake for the swing set. Brad and Audree are planning on attending the Commission meeting for chip and seal, sidearm mowing and pump, if we need to lower the lake for the overflow lining. Bulk trash. Mayor Hayward asked about the tree branches around the electric lines. Brad said they were still able to maintain them. Audree noted that Brad Myers and the utility department received the Distinguished Award at the Lions Annual meeting.
COUNCIL TABLES	Audree presented a quote for four 96” by 18” tables at \$98.99 each for the Council Room. Councilmember Cochran moved and Souders seconded to allow Audree to purchase four 96” by 18” tables for \$98.99 each. Motion carried.
FENCE BID	Bids were presented to Council for installing a fence between the City’s Lagoon and the Cemetery. Jeremy Bates - \$3,550.00, Jordan Day (Daybreak Fencing) - \$4,480.74, Bob Spencer - \$4,001.00 and 4 State Fencing - \$5,887.00. Councilmember Cochran moved and Coffey seconded to approve the bid from Jeremy Bates for \$3,550.00 for the fence at the lagoon. Motion carried.

**MINUTES
CITY OF ALTAMONT
April 8, 2021
Page 2**

- HEDGE ROW REMOVAL** Bids were presented to Council for removing the hedge row between the City's Lagoon pond and the Cemetery. Myers Dozer Service - \$9,700.00 and Clint Hanigan - \$9,300.00. Councilmember Cochran moved and Souders seconded to approve the bid from Clint Hanigan for \$9,300.00 for hedge row removal. Motion carried.
- 20 ACRES** Bids were presented to Council for baling hay on the 20 acres. Jeremy Bates - \$102.00, Joe Stice - \$8.00 per bale and Bradley Herold - \$650. Councilmember Cochran moved and Coffey seconded to approve the bid for the 20 acres to Bradley Herold for \$650.00. Motion carried.
- EMILY SMITH** Emily Smith applied for the Economic Development Incentive for her business S3 Screen Printing. Councilmember Cochran moved and Souders seconded to approve the Economic Development Incentive for S3 Screen Printing. Motion carried.
- STREET SWEEPER** Circle E Auction submitted a quote for a JCT 72" sweeper broom with bucket, skid steer quick attach, brand new for \$2,400.00. The City hires the County to come and sweep the streets. The County doesn't always have time to do it. This equipment would pick up the loose material. It would also help with salt and sand after a storm. Councilmember Coffey mentioned the City could use it when we repaint the streets and for painting the crosswalks. Councilmember Cochran moved and Coffey seconded to allow Brad to purchase the sweeper skid steer attachment from Circle E Auction for \$2,400.00. Motion carried.
- POOL CONTRACT** The 2021 Swimming Pool Manager Contract was presented to Council with Paige March as the Manager. Mayor Hayward asked if we need to leave participants temperatures at 100.4. Councilmember Cochran thinks by the time the Pool opens it may not be an issue. Audree said we can lessen the regulations when we get to that point. Councilmember Cochran moved and Souders seconded to approve the 2021 Swimming Pool Manager Contract between the City and Paige March. Motion carried.
- KMU SAFETY MEETINGS** An Agreement for Services for Kansas Municipal Utilities (KMU) was presented to Council for an annual price of \$3,000.00. Brad stated the Utility Department has to do monthly safety training. Using KMU could get the Utility Department at least one water and one waste water credit for continuing education. It would save a lot of time for the employees. It would also be used for audit and work comp insurance. KMU will do the standard meetings that are required. Audree stated KMU sets the standard for safety through the State. They will give more in-depth safety meetings and training will be on site. Mayor Hayward noted the contract needed to be updated with the correct town information. Councilmember Cochran moved and Souders seconded to enter into an agreement with KMU for safety training for our employees for \$3,000.00 annually. Motion carried.
- PAYMENT AGREEMENTS** Payment agreements must be made for April bill by April 16th with twenty percent payment due by May 27.
- LIEAP** Low Income Energy Assistance Program applications are due by May 28th.
- THANK YOU** Council received a Thank You from the Eugene Meeks family.
- COUNCIL MEETING** The next Council meeting will be April 22 at 7:00 PM.
- ADJOURNMENT** Councilmember Cochran moved and Souders seconded to adjourn the Council meeting at 7:44 PM. Motion carried.

DATE

LeaAnn Myers, City Clerk