

**MINUTES
CITY OF ALTAMONT
February 22, 2023**

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 prayer. Councilmembers present: Ben Cochran, Kyle Wiford & Lyle Sykes.
MINUTES	Councilmember Cochran moved and Wiford seconded to approve the minutes from February 9, 2023. Motion carried.
INVOICES	Councilmember Sykes moved and Cochran seconded to approve the invoices totaling \$78,245.86. Motion carried.
EXECUTIVE SESSION	<p>Councilmember Cochran moved and Sykes seconded to move the City Council recess into executive session to discuss attorney-client privilege matter exception, K.S.A. 75-4319 (b)(2) to include the City Attorney, City Administrator, and Utility Superintendent. The open meeting will resume in the City Council room at 7:15PM. Motion carried.</p> <p>Regular scheduled meeting resumed in the City Council room at 7:15PM, council will not take any action at this time.</p>
EARLE EARLEY-COX	Earle Earley was present along with some of his crew with Vision Utilities. Utility Superintendent Brad Myers and the foreman Fernando had a previous meeting on some issues with the work that had been done already. Mayor Richard Hayward expressed his concerns with Fernando and his crew not reaching out to the Utility Department when they are crossing over the cities utilities. In order to maintain our infrastructure it is important that a representative from the city utility department be present. Brad Myers confirmed that since having a meeting with Fernando on what the city's expectations were while they were performing work in town, things had been better. Mayor Hayward informed the crew that if there was any discrepancy in not communicating with the utility department as requested, that they would be shut down immediately and not to continue their work. Fernando asked about having a representative available on weekends and was told that wouldn't be an option as the utility crew doesn't work weekends. Fernando said they would continue their work on the weekends, only doing some tie-ins, locates and placing of pedestals. Fernando was concerned with the project taking longer, and asked if that would be an issue. There would be no issue on the city side as long as the work was communicated and executed as expected. Earle Earley spoke up about them hitting a sewer line, stating it would inevitably happen it was just a matter of time. These issues typically don't show up until a few months after the fact, so if that were to happen the city would need to contact them immediately. Earl stated that the crew would come back out and repair the problem and cover all costs associated.
USD 506	USD 506 would like to get permanent barricades in place to block 7 th street north of Harrison Auditorium, to use during basketball games. Currently wooden barricades are being used and people are moving them in order to drive through them or park. USD 506 would like to have permanent barricades put in place that could be locked in place to avoid traffic from driving over or through the barricades. Mayor Hayward would like to see some reflective signage in order for the barricades to be seen. Councilmember Wiford asked who would be liable if something were to happen when the barricades were closed. Councilmember Sykes requested that there is a padlock in place for the barricades when they are up. The city would have a key to the padlock and this would allow for the city to be given a heads up when the barricades are being unlocked and closing the roadway. Councilmember Wiford and Sykes have requested tabling the matter until the next meeting, and have the school show a plan of the barricades that they plan to use.
LEADERSHIP LABETTE	Council was provided with a letter from Leadership Labette in their council packets. Leadership Labette donated \$899 to the city out of money they had left over after they purchased and donated trees to communities. The city placed the money into the park fund for later use.
ALTAMONT REC	<p>Altamont Recreation Commission included a letter in the council packets requesting Delaney Russell be appointed to the Altamont Recreation Commission.</p> <p>Councilmember Cochran moved and Sykes seconded to appoint Delany Russell to the Altamont Recreation Commission, term ending December 31, 2024. Motion Carried.</p>
OFFICE HOUR CHANGE	The City Office would like to change their office hours from 8-5 Monday-Friday to 7:30-5 Monday-Thursday & 7:30-1:30 Friday. This would change the open-door hours from 45 hours per week to 44 hours per week.

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Heather Beasley stated that the change in hours would also help with Utility Department coverage, as they would be open more hours than the utility guy's work. Council would like to table the discussion until the next meeting. Mayor Hayward also recommended a change in the Police Chief hours. City Administrator Myers states that the Police Chief hours would be changing when the new police schedule started, after all officers had completed Police Academy.

CITY ADMINISTRATOR

- 1) Audit** – The City Office collected and submitted information for the 2022 Annual Audit, which is scheduled for April 4, 2023.
- 2) Meter Deposits** – Bridget Nash has been reviewing all meter deposits held by the city.
- 3) Sewer** – There is a sewer line that needs to be replaced north of 4th Street between 401 S Washington and High School Street. The Superintendent Brad Myers got a quote from Tri-Star Utilities from Independence. Their quote to burst the old sewer line and install new sewer taps and new poly sewer line was \$31,500. Tri-Star Utilities are planning on beginning that repair this week.
- 4) Solid Waste** – The Solid Waste Committee met on February 15, 2023. The Committee had requested revenue and expense figures from GFL, regarding the county owned transfer station, in December and have not received this information from the.
 - a. The Solid Waste Committee approved an increase from the temporary rate of \$40.76 per ton to \$42.00 per ton from March 1st, 2023 to June 1st, 2024 without the option for them to request another rate increase during that time. The increase will be presented to GFL for their approval or for them to counter.
 - b. The Solid Waste Committee will continue to work with GFL to get the requested information, so the two groups can come to an agreed price moving forward.
- 5) Building Repairs** – TW Construction continues to work on the Utility building behind 501 S Huston.
- 6) Labor Laws** – Heather Beasley ordered and updated the Federal Labor Law posters and other employer legal posters.
- 7) Fireworks** – Submitted the City's Fireworks Distributor Permit application to the State Fire Marshal for approval.
- 8) Accounts Payable** – Assisted Heather with paying invoices for Council
- 9) Cox Communications** – Cox Communications started construction in Altamont the week of February 13.
 - a. The Utility Department has been busy marking On Call locates.
 1. The Utility Department ordered several cases of marking paint and flags to mark One Calls for the Cox Communications project. Cox Communications reimbursed the City for this expense.
 - b. During this project, any time Cox crosses a gas line a City utility Employee will have to be present.
 - c. The Utility Department will also have to complete a gas report each time a gas line is crossed.
- 10) Computers** – The City Office new computers were installed today. The computers that were replaced had been purchased in 2019.
 - a. The Police Department also got a new computer to download their body and car cameras.
- 11) Lead and Copper** – If you have not turned in your Lead and Copper Survey, please get those turned in.
- 12) Police Department** – Officer Anthony Austin started Police Academy on February 13. He is scheduled to graduate on May 19th.
- 13) Year End** – Continuing to work on year-end reports
- 14) KCC Gas Audit** – Brad Myers, Nathan Barnett and LeaAnn Myers met with the KCC for the annual gas audit.
 - a. This audit requires a large amount of documentation for both the City Utility Department and Utility Safety and Design, Inc. (USDI), which helps the City manage the gas requirements and reporting.

COMMUNICATIONS

- The Low Energy Assistance Program (LIEAP) is accepting applications through March 31, 2023. Please contact the City Office if you need assistance with the application.
- If you are interested in signing up for level payment, please contact the City Office at (620)784-5612.
- Heather Beasley received her micro-credentialing through K-State in grant writing basics.

ADJOURNMENT

Councilmember Cochran moved and Sykes seconded to adjourn. Motion carried. 8:07PM

DATE

Heather Beasley, City Clerk

