

**MINUTES
CITY OF ALTAMONT
MARCH 28, 2024**

REGULAR MEETING	The meeting was called to order at 7:00 PM with Mayor Richard Hayward presiding. Paul Souders was present to lead prayer. Councilmembers present: Ben Cochran, Colt Booth, Kyle Wiford, Lyle Sykes & Tyler Julich.
MINUTES	Councilmember Cochran moved, and Sykes seconded to approve the minutes from March 14th. Motion carried. Councilmember Cochran rescinded his motion and Sykes rescinded his second. Motion carried. Councilmember Cochran moved and Sykes seconded to approve the minutes with an amendment of the date from March 15 th to March 14 th . Motion carried
INVOICES	Councilmember Sykes moved and Wiford seconded to pay invoices totaling \$191,305.09. Motion carried.
SPMR QUOTE	The council was provided with the quote from Smart Phone Meter Reading in their packets. The annual recurring total would be \$3,828.00, which includes license and support for 5 devices, data hosting for 5 devices and licensing and support via the web. There is also a one-time fee of \$499 for the setup and a one-time fee of \$499 for training. City Administrator Myers stated that during a phone conversation they had mentioned that there was a 10% increase in the recurring fees each year. City Attorney Robert Myers stated that also in the contract that lists the state of Texas and Collin County Texas which needs to be changed to Labette County Kansas. Also, Article 4 number 1 where it refers to attach exhibits, they need to spell out exhibit one SPMR Services schedule. Then Article 5 number 1A, we need to know why warranties are disclaimed and excluded. Why would they not warrant any implied or expressed warranties. Robert Myers did not recommend the contract not be approved at this time. The council would like to wait to decide until we have more clarification on contract terms and costs.
REPLACE UTILITY TRUCK	The 2003 Chevy utility truck only that has 1 st and 2 nd gear and the transmission is going out so it will only go 30MPH. Utility Superintendent Brad Myers said that the used trucks they had found were within \$5,000 of a brand new one, and any they have found that were good and worth the cost they were gone within the day. Brad said they would like a single cab 4-wheel drive long bed pickup. The council would like LeaAnn and Brad to reach out to get RFPs from local area dealers on trucks to bring to the next meeting on April 11 th .
20 ACRES BAILING BIDS	The City of Altamont is requesting bids for mowing, baling, and removal of hay for the 2024 harvest season. The general scope of the project includes the property of approximately 20 acres located at McMillian Avenue and Huston Avenue. Sealed bids will be accepted until April 22, 2024 at 2PM.
LANSDOWNE GARDEN	The Council was provided with a copy of the new "City of Altamont Veterans Memorial" brochure in their council packets. The brochure was made by a student at LCHS. City Clerk Heather Beasley asked about mailing brochures to locals, to make sure that everyone has access to the information. The council would like to get back to quarterly newsletters and add any other information, like the Veteran's Memorial Brochure, to those newsletters. Councilmember Sykes asked about having the brochures printed elsewhere to save the wear and tear on our machine.
CITY ADMINISTRATOR	1) City Clerks and Municipal Finance Officers Association (CCMFOA) – Heather Beasley and Bridget Nash attended the CCMFOA Spring Conference in Manhattan. 2) Police Department – Officer Corie Brown gave his resignation. He will be working for another department. His last day with the City of Altamont is April 5 th . a) Posted full-time police officer ad on the City's website, Facebook page and Indeed. b) Hired part-time officer Logan Ludwig. Logan will be attending the 2-week part-time academy starting April 1 st . 3) Utility Truck – The transmission is out on the 2003 Chevy Utility Truck. a) Looked at options for replacing the truck. 4) Insurance Renewal – Met with Agent Brannon Green to review the upcoming insurance renewal. a) The policy is increasing from \$70,290.00 to \$75,037.00 at renewal on April 1, 2024. I) A portion of this premium will be paid by Mount Pleasant Township for their portion of the Fire Department. II) Renewal went up due to inflation and replacement cost. III) Agent Green was able to keep our deductibles the same despite the insurance requesting to increase them over \$20,000. - Our deductibles are \$2,500 per occurrence or \$5,000 for wind and hail.

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IV) EMC Insurance offers a refund dividend check each year. Last year's check was \$7,625.92.

5) Sewer Rates – Reached out to Kansas Rural Water Association (KRWA) for their recommendations for a sewer rate increase for the City of Altamont. They will be in touch after the KRWA Conference.

6) Kansas Municipal Insurance Trust – LeaAnn Myers, Brad Myers and Nathan Barnett completed the annual KMIT Work Comp audit.

7) HELP – LeaAnn Myers and Heather Beasley attended the monthly HELP meeting.

8) Easter Egg Hunt – Bridget Nash and the Altamont Recreation Commission hosted the annual Easter Egg Hunt.

9) AMI Water Meters – Received water meter an supplies.

a) Water meters are expected any time.

b) AMI Endpoints are expected to arrive the week of April 8th.

c) Ordered and received a tablet to activate the new water AMI endpoints.

l) this can also be used with Smart Phone Meter Reading

d) Utility and Office staff attended training on the new AMI software.

10) Utility Reading Software – The Utility Department completed an overview with Smart Phone Meter Reading (SPMR) for a solution for reading our monthly utility readings.

11) ID Badges – Worked with Mayor Hayward on the employee CRMCS ID badge information.

12) Softball Fence – The existing wooden fence at the softball field is in dire need of being replaced. USD 506 is putting up a new metal fence at the baseball field. They agreed to provide the labor to put up a matching fence at the softball field.

a) CDL has completed the replacement of the softball field lights.

13) Sewer Replacement – Tri-Star Utilities has completed the sewer line replacement from Wabash to High School Avenues between 6th and 7th Streets. This project used the last of the American Rescue Funds.

14) USD 506 Auxiliary Gym – USD 506 sent an email agreeing to pay for “all the cost as listed on the attached document totaling \$50,414.76” on December 11, 2023.

a) Billed USD 506 \$4,611.02 for some of the electric supplies on January 10, 2024. This bill was paid on February 13, 2024.

b) Billed USD 506 \$4,646.26 for some of the gas supplies on February 1, 2024. This bill is still outstanding. A second notice was sent on March 20, 2024.

15) LMI Study – Heather is working with SEK Regional Planning on the Low to Moderate Income Study.

16) Lead and Copper – If you have not turned in your Lead and Copper Survey, please get those turned in. Contact the City Office if you need a new copy of the survey.

a) The Utility Department has started contacting residents if we have not received their survey.

UTILITY REPORT

March 18th

- Many locates from over the weekend
- Re-reads like 4 pages
- Filling this out on a Friday and can't remember, but we were running around busy

March 19th

- Changed breaker at the softball field for 3rd base light pole
- More locates
- Replaced security light at Keith Shaffers

March 20th

- Trenched in electric for USD 506 building and trades house
- Mowed and weeded all town yards
- Sprayed weed killer at lagoons and park
- Unloaded water meter pits at the Twin Valley Pole Yard
- Recalled locate in for pocket park water meter service

March 21st

- Cleaned shop and other buildings for KMIT audit on Tuesday
- Sewer tap for Ryan Bradfield new shop house

March 22nd

- Checked all fire extinguishers for current monthly inspection
- More locates
- Changed oil on the 2017 Chevy and 2017 Dodge
- Submitted by Nathan Barnett

- Read meters
- Replace reed valves on east lift station on vacuum pump
- Tri Star completed sewer project
- Replace house knob on electric stack at 716 Washington

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- Danny Coltrane has been here and is close to finishing up the sewer study
- Submitted by Brad Myers

Mayor Hayward requested City Administrator LeaAnn Myers reach out to the school and ask about mowing of the softball and t-ball field as well as chalking of the fields.

EXECUTIVE SESSION

Councilmember Cochran moved, and Sykes seconded the city council recess into executive session to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b) (1) to include the City Administrator, City Super Intendent and City Attorney. The open meeting will resume in the city council room at 8:10PM. Motion carried.

Out at 7:55PM

In at 8:10PM

No action taken.

COMMUNICATIONS

- City Offices will be closed Friday, March 29th in observation of Good Friday.
- City Wide Rummage Sales will be Saturday, May 4, 2024.
- City Wide Bulk Trash will be May 6-8, 2024.

ADJOURN

Councilmember Cochran moved and Sykes seconded to adjourn. Motion Carried 8:12PM

DATE

Heather Beasley, City Clerk