

CITY OF ALTAMONT

407 S HUSTON ▪ P.O. BOX 305 ▪ ALTAMONT, KS 67330
PHONE (620) 784-5612 ▪ FAX (620) 784-5882 ▪ WEBSITE: ALTAMONTKS.COM

ALTAMONT CITY COUNCIL

Mayor Richard Hayward
Councilmembers: Ben Cochran, Raymond Coffey,
Cameron Johnston, Lyle Sykes and Kyle Wiford

February 23, 2023

7:00 PM Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE & PRAYER

MINUTES - Regular meeting of February 9, 2023

INVOICES - P13 \$310.37 + \$77,935.49 = **\$78,245.86**

PUBLIC COMMENT & GUESTS

- A. Brian Harlow - USD 506 Board of Education
- B. Earle Earley - Cox Communication Fiber Project

ORDINANCES/RESOLUTIONS /PROCLAMATIONS

A.

OLD BUSINESS

- A. Cox Communication Fiber Project

NEW BUSINESS

- A. USD 506 Barricades for 7th Street North of Harrison Auditorium
- B. Leadership Labette Class of 2022 Donation - \$899.40
- C. Altamont Recreation Commission Appointment - DeLaney Russell
- D. City Office Hours Proposal
 - a. Other Cities with Alternative Work Schedules

TABLED & PENDING BUSINESS

- A. Old Fire Department Building Demolition
- B. War Veteran Memorial
- C. Sewer Rate Increase

DEPARTMENT REPORTS

- A. City Administrator

EXECUTIVE SESSION MOTION

- A. Attorney-Client Privilege



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.

ADJOURNMENT

MINUTES
CITY OF ALTAMONT
February 09, 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, Raymond Coffey, Kyle Wiford, Lyle Sykes & Cameron Johnston.
MINUTES	Councilmember Cochran moved and Johnston seconded to approve the minutes from January 26, 2023. Motion carried.
INVOICES	Councilmember Johnston moved and Sykes seconded to approve payment in the amount of \$95,254.20. Motion carried.
ORDINANCE #645	<p>An ordinance authorizing execution of the natural gas prepay participation agreement with the Kansas Municipal Gas Agency and all other necessary documents with respect thereto and providing for the pledge of the revenues of the natural gas utility system of the City to secure such agreement.</p> <p>Councilmember Cochran moved and Johnston seconded to approve ordinance #645, the pre-pay gas ordinance. Motion Carried</p> <p>Cochran yes, Coffey yes, Wiford yes, Sykes yes, Johnston yes</p>
KMGA AGREEMENT	<p>Council was provided a draft of a natural gas prepay participation agreement in their packets, along with the monthly gas projection volumes, and the KMGA gas prepay agreement information email.</p> <p>Councilmember Coffey asked what would happen if they couldn't save us any money. City Administrator Myers stated that if they couldn't save us the minimum of \$0.25, they will not enter into an agreement with us. The gas going into storage will also be included in the discounted rate. Councilmember Cochran asked City Attorney Robert Myers if he seen anything out of the ordinary in the agreement and he stated no. Councilmember Sykes asked how we could track if and how much money they were saving us to ensure that we were saving the amount of money they have entered into agreement on.</p>
CITY ADMINISTRATOR	<p>1) Year End – Continuing to work on year-end reports.</p> <p>2) Police Department – Officer Anthony Austin will start Police Academy on February 13. He is scheduled to graduate on May 19th.</p> <p>- The Police Department received their equipment from participating in the Click It or Ticket STEP program. They received three measuring wheels for accident investigations, three body safety lights for stops after dark, and a new intoxilyzer 800 preliminary breath testing (pbt) device.</p> <p>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 sewer line is an old clay pipe and is cracked. City 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 \$31,500.00. Tri-Star Utilities will start the repair in a couple of weeks.</p> <p>4) Solid Waste – The Solid Waste Committee is waiting for documents from GFL to discuss an updated rate schedule for the Transfer Station.</p> <p>5) Building Repairs – TW Construction has started working on the Utility building behind 501 S Huston.</p> <p>6) KMU Training – Employees attended safety training regarding distracted workers.</p> <p>7) Cox Communications – Continuing to work with Cox Communications on right-of-way permits.</p> <p>-The Utility Department has ordered several cases of marking paint and flags to mark One Calls for Cox Communications.</p> <p>- During this project, any time Cox crosses a gas line a City Utility Employee will have to be present.</p> <p>- The Utility Department will also have to complete a gas report each time a gas line is crossed.</p> <p>Attorney Robert Myers said that the City could bill Cox Communications for the supplies of paint and flags being used for the project.</p> <p>8) Computers – The City Office will be getting new computers. They are scheduled to be installed on February 23rd. The City Office will have limited access to the computer system that day. The current computers were purchased in 2019.</p> <p>- The Police Department also got a new computer to download their body and car cameras.</p> <p>9) Poor Boys Tree Service – Received the final bill from Poor Boys. The total cost was \$44,594.32. While they were here, they removed 10 trees and trimmed 66 trees out of the City's main power lines.</p> <p>- The utility department also removed several additional trees while they were here.</p>

MINUTES
PAGE TWO
February 09, 2023

10) Lead and Copper – If you have not turned in your Lead and Copper Survey, please get those turned in.

11) Fire Grants – Collected information for the Fire Grants
- Mayor Hayward completed and submitted AFG and PACF grants for the Fire Department.

Mayor Hayward thanked City Clerk Heather Beasley and Utility Super Intendent Brad Myers, along with his whole Utility Department for their help with the ISO audit this past week. Hydrant testing equipment was ordered today, that is required for the City to have and utilize when testing hydrants. Councilmember Coffey and Cochran were curious about what the numbers meant. Mayor Hayward said that 10 being the worst and 1 being the best, but the 1’s are only given to fully staffed, paid departments.

- COMMUNICATIONS

- The City Offices will be closed Monday, February 20th in observation of President’s Day.
- Altamont Recreation Commission’s Soccer Sign-Ups (Kindergarten – 6th Grade) are due February 13th and available at the City Office or their Facebook page.
- ADJOURNMENT

Councilmember Cochran moved and Coffey seconded to adjourn. Motion carried. 7:25PM

DATE

Heather Beasley, City Clerk

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
865	KANSAS DEPARTMENT OF REVENUE				
	02092023		Utility Sales Tax	Contractual	\$63.37
Subtotal for Vendor 865 - KANSAS DEPARTMENT OF R					\$63.37
940	KDHE - WATER - ENVIRON. LABS				
	59837		Drinking Water Testing	Contractual	\$247.00
Subtotal for Vendor 940 - KDHE - WATER - ENVIRON. LA					\$247.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	PO	Description	Account Description	Invoice Amt
Invoice				
			Grand Total:	\$310.37

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
50 Water Utility Fund		
00 NonDepartmental		\$247.00
		\$247.00
60 Sales Tax		
00 NonDepartmental		\$63.37
		\$63.37
Grand Total:		\$310.37

AP Check Register (APLT43)City of Altamont

		Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank No:	1	Account: 006572				
		36407	2/23/2023	865	KANSAS DEPARTMENT OF REVENUE	\$63.37
		36408	2/23/2023	940	KDHE - WATER - ENVIRON. LABS	\$247.00
Bank Account Totals:						\$310.37
Total Of Checks:						\$310.37

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
83 Verizon				
9927273719		Police Cell Phones	Contractual	\$180.48
Subtotal for Vendor 83 - Verizon :				\$180.48
248 BAUGHER EQUIPMENT, INC.				
0213 & 0214		Lawn Mower Servicing New Belts & Filters	Commodities	\$220.42
0213 & 0214		Lawn Mower Servicing New Belts & Filters	Commodities	\$661.28
Subtotal for Vendor 248 - BAUGHER EQUIPMENT, INC. :				\$881.70
404 Corner Store				
02012023		Fuel for Trash Truck & Food/Drink for Sewer OT	Commodities	\$22.87
02012023		Fuel for Trash Truck & Food/Drink for Sewer OT	Contractual	\$881.00
Subtotal for Vendor 404 - Corner Store :				\$903.87
691 HIGHER CALLING TECHNOLOGIES LLC				
39662		Computer In Install Labor & Microsoft Office 365	Contractual	\$2,121.00
Subtotal for Vendor 691 - HIGHER CALLING TECHNOLO				\$2,121.00
949 KANSAS MUNICIPAL ENERGY AGENCY				
EMP3AL202301		Electric	Utility Costs	\$38,153.81
Subtotal for Vendor 949 - KANSAS MUNICIPAL ENERGY				\$38,153.81
950 Kansas Municipal Gas Agency				
KMGAAL202301		Gas	Utility Costs	\$1,158.57
Subtotal for Vendor 950 - Kansas Municipal Gas Agency				\$1,158.57
971 KANSAS STATE TREASURER				
02212023		Low Interest Gas Loan	Payment Plan- Loan Payback	\$8,488.85
Subtotal for Vendor 971 - KANSAS STATE TREASURER				\$8,488.85
980 LEAGUE OF KANSAS				
5988		Labor Law Poster & Shipping	Commodities	\$31.00
Subtotal for Vendor 980 - LEAGUE OF KANSAS :				\$31.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
1373 LeaAnn Myers				
02152023		Mileage to Solid Waste Meeting	Contractual	\$15.72
Subtotal for Vendor 1373 - LeaAnn Myers :				\$15.72
79500 Als Fitness Center				
02162023		Employee Gym Membership Fees	Benefits	\$30.00
02162023		Employee Gym Membership Fees	Benefits	\$30.00
02162023		Employee Gym Membership Fees	Benefits	\$10.00
02162023		Employee Gym Membership Fees	Benefits	\$40.00
02162023		Employee Gym Membership Fees	Contractual	\$65.00
Subtotal for Vendor 79500 - Als Fitness Center :				\$175.00
79547 Cintas Corporation				
8406119254		Knuckle Bandage, Hard Surface Disinfectant & Service Charge	Commodities	\$30.82
Subtotal for Vendor 79547 - Cintas Corporation :				\$30.82
79586 Monty Wertz				
02172023		Drinking Water for Utility Department	Commodities	\$7.00
02172023		Drinking Water for Utility Department	Commodities	\$7.00
02172023		Drinking Water for Utility Department	Commodities	\$4.60
Subtotal for Vendor 79586 - Monty Wertz :				\$18.60
79653 Dollar General-Regions 410526				
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.03
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.03
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.03
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.03
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.03

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
79653	Dollar General-Regions 410526			
02042023		Gloves, Cleaner, Scrub Brush, Drinking Water, Paper Towels & Plates	Commodities	\$21.00
Subtotal for Vendor 79653 - Dollar General-Regions 410				\$126.15
79670	Mid-American Research Chemical			
0781558IN		Freight on Diesel Fuel Conditioner	Contractual	\$16.86
Subtotal for Vendor 79670 - Mid-American Research Che				\$16.86
79894	BEN COCHRAN			
02162023		Meter Deposit Water Gas & Electric	Reimbursements/ Miscellaneous	\$120.00
02162023		Meter Deposit Water Gas & Electric	Reimbursements/ Miscellaneous	\$120.00
02162023		Meter Deposit Water Gas & Electric	Reimbursements/ Miscellaneous	\$60.00
Subtotal for Vendor 79894 - BEN COCHRAN :				\$300.00
80017	LABETTE COUNTY SHERIFFS OFFICE			
1040		Inmate Room & Board & Medication	Contractual	\$150.00
Subtotal for Vendor 80017 - LABETTE COUNTY SHERIF				\$150.00
80336	Signature Public Funding			
500289001020823		Trash Truck Lease Payment	Contractual	\$17,323.57
Subtotal for Vendor 80336 - Signature Public Funding :				\$17,323.57
80464	Brightspeed			
313013383		Phone & Fax Lines	Contractual	\$123.95
313013383		Phone & Fax Lines	Contractual	\$51.73
313013383		Phone & Fax Lines	Contractual	\$167.67
313013383		Phone & Fax Lines	Contractual	\$118.45
Subtotal for Vendor 80464 - Brightspeed :				\$461.80
80512	Justin Naramore			
02132023		Meter Deposits Water, Gas & Electric	Reimbursements/ Miscellaneous	\$120.00
02132023		Meter Deposits Water, Gas & Electric	Reimbursements/ Miscellaneous	\$120.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
80512	Justin Naramore				
	02132023		Meter Deposits Water, Gas & Electric	Reimbursements/ Miscellaneous	\$60.00
Subtotal for Vendor 80512 - Justin Naramore :					\$300.00
80513	K.W. Trucking of Kansas Inc.				
	32799		Parts & Labor for 2004 Ford F250	Contractual	\$2,125.00
	32799		Parts & Labor for 2004 Ford F250	Commodities	\$4,972.69
Subtotal for Vendor 80513 - K.W. Trucking of Kansas Inc					\$7,097.69

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
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Grand Total: \$77,935.49

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
01 General Fund		
01 General Government	\$2,152.00	
02 Gen Police	\$484.43	
04 General Fire	\$81.73	
05 General Park	\$241.42	
	<hr/>	
	\$2,959.58	
03 Municipal Equipment Reser		
00 NonDepartmental	\$17,323.57	
	<hr/>	
	\$17,323.57	
04 Library		
00 NonDepartmental	\$10.00	
	<hr/>	
	\$10.00	
09 Lake Fund		
00 NonDepartmental	\$661.28	
	<hr/>	
	\$661.28	
50 Water Utility Fund		
00 NonDepartmental	\$315.70	
	<hr/>	
	\$315.70	
51 Electric Utility Fund		
00 NonDepartmental	\$45,637.98	
	<hr/>	
	\$45,637.98	

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
	52	Gas Utility Fund		
	00	NonDepartmental	\$9,913.05	
			<hr/>	
			\$9,913.05	
	53	Sewer Utility Fund		
	00	NonDepartmental	\$83.90	
			<hr/>	
			\$83.90	
	54	Sanitation Utility Fund		
	00	NonDepartmental	\$965.43	
			<hr/>	
			\$965.43	
	65	Al's Fitness Center		
	00	NonDepartmental	\$65.00	
			<hr/>	
			\$65.00	
			<hr/>	
		Grand Total:	\$77,935.49	

AP Check Register (APLT43)

City of Altamont

	Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank No:	1	Account:	006572		
	36387	2/23/2023	79500	Als Fitness Center	\$175.00
	36388	2/23/2023	248	BAUGHER EQUIPMENT, INC.	\$881.70
	36389	2/23/2023	79894	BEN COCHRAN	\$300.00
	36390	2/23/2023	80464	Brightspeed	\$461.80
	36391	2/23/2023	79547	Cintas Corporation	\$30.82
	36392	2/23/2023	404	Corner Store	\$903.87
	36393	2/23/2023	79653	Dollar General-Regions 410526	\$126.15
	36394	2/23/2023	691	HIGHER CALLING TECHNOLOGIES LLC	\$2,121.00
	36395	2/23/2023	80512	Justin Naramore	\$300.00
	36396	2/23/2023	80513	K.W. Trucking of Kansas Inc.	\$7,097.69
	36397	2/23/2023	949	KANSAS MUNICIPAL ENERGY AGENCY	\$38,153.81
	36398	2/23/2023	950	Kansas Municipal Gas Agency	\$1,158.57
	36399	2/23/2023	971	KANSAS STATE TREASURER	\$8,488.85
	36400	2/23/2023	80017	LABETTE COUNTY SHERIFFS OFFICE	\$150.00
	36401	2/23/2023	1373	LeaAnn Myers	\$15.72
	36402	2/23/2023	980	LEAGUE OF KANSAS	\$31.00
	36403	2/23/2023	79670	Mid-American Research Chemical	\$16.86
	36404	2/23/2023	79586	Monty Wertz	\$18.60
	36405	2/23/2023	80336	Signature Public Funding	\$17,323.57
	36406	2/23/2023	83	Verizon	\$180.48
Bank Account Totals:					\$77,935.49
Total Of Checks:					\$77,935.49

Leadership Labette Class of 2022 Presents:

Generational Roots



February 7, 2023

City of Altamont
PO Box 305
Altamont, KS 67330

Re: Leadership Labette Generational Roots project

To Whom it May Concern:

I'm contacting you on behalf of the Leadership Labette class of 2022 as we wrap up a service project we began last year and titled "Generational Roots". The purpose of our Generational Roots project was to raise funds, organize purchasing, and deliver new trees for communities in our county. We were happy to collaborate with you to make the project a huge success by which we provided more than 400 new trees across the county! Included with this final letter is a check that we are providing to help continue the work of enhancing the natural beauty of Labette County and its towns. Despite our project reaching its end, we hope that the impact of this project will continue to improve the lives of future generations. To that end, we ask that the enclosed funds be used to help provide and maintain the natural beauty in your local jurisdiction. We have been pleased to coordinate this project to provide a service to our area and make a difference in our communities that we expect to last for years to come. We are encouraged by your service to your community and hope that together we will continue to serve and enrich Labette County.

Sincerely,

Josh Klonowski,
Member of the Leadership Labette class of 2022

\$899.40

Bridget Nash
Secretary/Treasurer



PO Box 305
Altamont, KS 67330
Phone: (620) 784-5612
Fax: (620) 784-5882

Altamont Recreation Commission

February 21, 2023

Dear Mayor and Council:

We would like to ask the City Council to appoint DeLaney Russell to the Altamont Recreation Commission, term ending December 31, 2024.

Sincerely,

A handwritten signature in cursive script that reads 'Bridget Nash'.

Bridget Nash
Altamont Recreation Commission
Deputy Clerk/Treasurer

City Office Hours Proposal

On Monday February 1st, Heather attended HR 101 Training through the League of Kansas Municipalities. Employee retention was a hot topic as you can imagine during this training.

In today's ever changing economy, it is getting harder for places to retain good employees. We have been very fortunate in the past to not worry too much about employee retention and hope to continue this trend. In order for us to maintain this reputation, it is imperative that we stay competitive. As you can imagine wages was a big point in retaining employees, but not the most important.

Flexible and alternative work schedules was at the top of the list, as an easy way to help with employee retention. We cannot afford to give our employee's large percentage raises as we have seen others receive from their employers. Having said this it is important that we make the changes for employees where we can afford to.

Heather and LeaAnn have tossed around how the office could remain functioning to its fullest, as it is now, offering an alternative work schedule. The City of Altamont prides itself on being flexible and putting families first. The proposed schedule would drive this point home and ensure that we are doing all we can for employees and their families. We also need to look at our scheduled open door hours through the eyes of our customers. We have a job to do in regards to serving our city to the best of our abilities, and this would help ensure we are doing that.

The current open door hours for the City Office are Monday-Friday 8am-5pm totaling 45 hours a week. While this schedule has worked for us, it is not ideal for our residents and/or customers. Most of our residents are not employed in Altamont which makes it impossible for them to do any business with us during our current open door hours. We are proposing a schedule that would help eliminate the hardship of them having access to us.

After much discussion, the proposed open door hours for the City Office are Monday-Thursday 7:30am-5pm & Friday 7:30am-1:30pm; totaling 44 hours a week. This would give our residents and/or customers 2.5 extra hours a week to have access to us prior to most of them having to be at work. It would also allow for employees to have extra time with their families, or tend to things they normally couldn't.

The new hours would go into effect May 1st, we feel that 60+ days will allow ample time for informing the public about the change.

Current City Office Hours

Days	Total Hours
Monday 8-5	9
Tuesday 8-5	9
Wednesday 8-5	9
Thursday 8-5	9
Friday 8-5	9
Weekly Hours	45

Proposed City Office Hours

Days	Total Hours
Monday 7:30-5	9.5
Tuesday 7:30-5	9.5
Wednesday 7:30-5	9.5
Thursday 7:30-5	9.5
Friday 7:30-1:30	6
Weekly Hours	44

Replies From Other Cities On Alternate Scheduling

- 1) The City of Derby has AWS.

City Hall hours are 7:30 a.m. to 5:30 p.m. Monday through Thursday and 7:30 a.m. to 1:00 p.m. on Fridays. Each employee submits a request for AWS to their supervisor and has it logged with HR to show how their 40 hours will be met within the listed office hours. We also use this to track any requested "off-site/remote working" hours in one's schedule.

Sample of an AWS request is attached as well as the section of our Personnel/Policy Manual that addresses this topic.

Lynn Ciarleglio / City Clerk / Derby, KS
611 N Mulberry Rd, Ste. 300
lynnciarleglio@derbyweb.com

316-788-1519 ext. 1266

- 2) The City of Liberal's City Hall (and a couple of other departments) have expanded/alternate hours.

We work Monday-Thursday from 7:30 a.m. to 5:30 p.m. and Fridays from 7:30 to 11:30 a.m. The schedule started back in 2018 to give customers additional times to meet with departments, pay their bills, get licenses, and make us more accessible to the public.

We do have a lot of customers that come in and pay their bills first thing in the morning.

I personally like the early Fridays because I can stay and catch up on what we couldn't get done during the week with interruptions. Some Fridays I'm done by 2 or 3 and other times I stay until 5. Now that I have a deputy, I can start leaving on time. (YAY!)

Let me know if you have any other questions.

Alicia

- 3) Our office at the City of Winfield is opened 8-5:30 Monday thru Thursday, and 8-11:30 on Fridays!

The Monday thru Thursday sometimes seems long but the Friday is so worth it and we do see people that come right after work at 5 so it works for us!



Tania Richardson
City Clerk/Director of Customer Service
Phone 620-221-5514
Email trichardson@winfieldks.org
PO Box 646 Winfield, KS 67156

4) Heather,

We are open 7:30-Noon, 1:00-5:30 Monday thru Thursday and 8-Noon Friday. We have been doing this for several years now. However, I would suggest you make your short day and day other than Friday. Most doctor, dentist, etc in our area are no longer open of Friday afternoons.

Sally Johnson

City Clerk/Municipal Court Clerk

City Of Uniontown (pop 293)

PO Box 51

Uniontown, KS 66779

620-756-4742

cityofuniontown@ckt.net

- 5) City Hall and the Public Works Facility to 7:30 – 5:00 Monday – Thursday and 7:30 – 11:30 on Fridays. We also reduced lunch breaks from 1 hour to 30 minutes. Most of the employees are very happy with the changes and really appreciate Friday afternoons off.

Angie

City Administrator Report City Council February 23, 2023

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 sewer line is an old clay pipe and is cracked. City 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 the 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 them.
 - 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 Laws 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 One Call locates.
 - i. 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 has 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.

EXECUTIVE SESSION MOTIONS

I move 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: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to discuss **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to preliminary discuss **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to preliminary discuss **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

I move the city council recess into executive session to discuss data relating to **financial affairs or trade secrets** of corporations, partnerships, trusts, and individual proprietorships pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(4) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at ____PM.

K.S.A. 75-4319. Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion.

(b) No subjects shall be discussed at any closed or executive meeting, except the following:

(1) Personnel matters of nonelected personnel;

(2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;

(3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;

(4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;

(5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;

(6) preliminary discussions relating to the acquisition of real property;