

CITY OF ALTAMONT

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ALTAMONT CITY COUNCIL

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

September 14, 2023

7:00 PM Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRAYER – Greg Garrett

MINUTES - Regular meeting of August 24, 2023

INVOICES - \$2,160.00 + \$47,243.35 = **\$49,403.35**

PUBLIC COMMENT & GUESTS

A.

ORDINANCES/RESOLUTIONS /PROCLAMATIONS

A. Ordinance 651 – Wages

B. Ordinance 652 – Utility Call-Outs

OLD BUSINESS

A. Lansdowne Update – Heather Beasley

NEW BUSINESS

A. Altamont Recreation Commission Appointment – Morgan Goins

B. Boo Bash Update – Bridget Nash

a. Street Closure – October 29, 2023

C. Sewer Replacement – 8th & Wabash

a. Tri-Star Utilities - \$31,000

D. New Home Incentives

a. Neighborhood Revitalization Plan (NRP)

b. Residential Improvement Program Policy

TABLED & PENDING BUSINESS

A. Old Fire Department Building Demolition

B. War Veteran Memorial

C. McMillen Park

D. Sewer Rate Increase



DEPARTMENT REPORTS

- A. City Administrator
- B. Police
- C. Utility

EXECUTIVE SESSION MOTION

- A. Attorney Client Privilege

COMMUNICATIONS:

- City Wide Rummage Sales – Saturday, September 23
- Bulk Trash - September 25 – 27.

ADJOURNMENT

**MINUTES
CITY OF ALTAMONT
AUGUST 24, 2023**

REGULAR MEETING	The meeting was called to order at 7:00 PM with Mayor Richard Hayward presiding. Eric Rucker was present to lead the prayer. Councilmembers present: Ben Cochran, Raymond Coffey, Kyle Wiford, Lyle Sykes & Cameron Johnston.
MINUTES	Councilmember Cochran moved, and Coffey seconded to approve the minutes from August 10, 2023. Motion carried.
INVOICES	Councilmember Sykes moved, and Cochran seconded to approve the invoices totaling \$97,474.06. Motion carried.
RESOLUTION 296	<p>A resolution of the City of Altamont, Kansas to levy a property tax rate exceeding the revenue neutral rate.</p> <p>Councilmember Cochran moved and Johnston seconded to approve resolution 296 exceeding the revenue neutral rate.</p> <p>Cochran certainly, Coffey yes, Sykes yes, Wiford yes, Johnston aye.</p> <p>Motion carried.</p>
ORDINANCE 649	<p>An ordinance regulating traffic within the corporate limits of the City of Altamont, Kansas; incorporating by reference the Standard Traffic Ordinance for Kansas Cities, 50th Edition of 2023; providing certain penalties and repealing ordinance 638.</p> <p>Councilmember Johnston moved and Sykes seconded to approve Ordinance #649 standard traffic ordinance.</p> <p>Cochran yep, Coffey yes, Sykes yes, Wiford yes, Johnston yes.</p> <p>Motion carried.</p>
ORDINANCE 650	<p>An ordinance regulating public offenses within the corporate limits of the City of Altamont, Kansas; incorporating by reference the Uniform Public Offense Code for Kansas Cities, 39th Edition, providing certain penalties and repealing ordinance 639</p> <p>Councilmember Cochran moved and Wiford seconded to approve Ordinance #650 the uniform public defense code.</p> <p>Cochran indeed, Coffey yes, Sykes yes, Wiford yes, Johnston ya.</p> <p>Motion carried.</p>
CHARTER ORDINANCE 11	<p>A charter ordinance exempting the City of Altamont, Kansas from the provisions of K.S.A. 12-1651, providing substitute provisions regarding the designation of the official city newspaper, and creating section 1-111, chapter I, article I of the code of the City of Altamont, Kansas.</p> <p>Councilmember Cochran asked if we were continuing to post to the newspaper and also post on our website. Attorney Myers stated that we could do either or. Administrator Myers stated that some things are on a deadline as far as publication dates and this would allow a more flexible schedule with the newspaper only publishing once a month.</p> <p>Councilmember Coffey moved and Cochran seconded to accept charter ordinance #11.</p> <p>Cochran yes, Coffey yes, Wiford yes, Sykes yes, Johnston yes.</p> <p>Motion carried.</p>
2024 BUDGET APPROVAL	<p>Administrator Myers stated that the notice had been published and the meeting had been held prior to the council meeting starting. There were no objections from the public, so she opened the floor for questions from the council.</p> <p>Councilmember Cochran moved and Sykes seconded to approve the 2024 budget. Motion carried.</p>
LANSDOWNE	City Clerk Heather Beasley along with Frances Graves and Julie Smith from Wildcat Extension were granted \$10,000 from the NetWorked Community Solutions Grant to be used towards pouring concrete at Lansdowne Garden. The council was provided the award

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letter for the grant, along with the concrete quote from Volmer Construction, as well as letters of support for the Lansdowne project from others in the community. Beasley stated that the funds had been transferred and the project was ready to be started as the council saw fit. Frances stated that the park is creating public space that will allow many public benefits beyond beautification. Frances said that they were excited about the partnership and to partner with the city at extension as well as the HELP committee and help with whatever they can. Councilmember Cochran gave his congratulations on getting the grant and Sykes stated that it was very exciting. Frances said they would work on reporting as many results as they could from this work as well as anything else that council chose to pursue in regards to the project. Julie stated that there is a timeline for the grant money to be spent and that there is a conference in the spring for Altamont to be represented on the state level and share the project of Lansdowne. Beasley stated that she had contacted Larsen & Associates in regard to the monitoring well that is located at Lansdowne, in which she was told they would do whatever was needed for the project to happen. If they needed to fill the well it was take about a week to abandon it with the state and they would come down and do that. Councilmember Coffey said he has been approached with a suggestion to concrete all of Lansdowne and have access for the food trucks to pull straight off when leaving, rather than backing out and causing other issues such as hitting a pole or going in ditches. He also asked about the trees that had been planted, Beasley stated that conversation had been taken care of with Brad in the beginning about transplanting those trees elsewhere. Mayor Hayward asked about the timeline for the grant, and Julie Smith stated final reports were due February 28th. Councilmember Cochran stated that one pad could be poured, Administrator Myers said that it would cost more money to have them come back a second time to pour concrete rather than getting both sides done at once. Council was provided with the capital improvement fund balance that could be used for the project which was almost \$433,000, \$970 of that was there from park donations. Mayor Hayward said that if this was a project that council was wanting and that was the amount in parks it could all be done at once and that would be a start. He asked about garden beds already being provided, Beasley stated there is a commitment from LHEAT to purchase supplies and help build the raised beds. Councilmember Sykes stated that where the quotes stand currently we were looking at almost \$14 a cubic foot for the two pads together, if you are doing just the one pad that 4" this you are looking at almost \$22 a cubic foot. He stated it is more expensive to do just the one pad the way he has it broken down, he would prefer a 6" pad to hold up better against settling, as well as adding in the extra \$300 for rebar especially if truck would be driving through there. Sykes was grateful to see that there was additional money to help offset the cost of the project. Coffey was concerned about the extra cost to prep for the project. Beasley stated that those costs had been added into the whole budget. Superintendent Brad Myers said that the pole Councilmember Coffey was concerned with was going to be moved anyways and that there was a water leak over there and the water set was going to be moved as well.

Sykes moved and Cochran seconded to approve spending in addition to the grant money to pour both pads, the 6" quote including the option for rebar which I think totaled \$20,400, \$20,700 per Councilmember Cochran.

Councilmember Coffey was opposed to the motion, all other members were in favor.

Motion carried.

EMPLOYEE POLICIES

Council was provided with new policies for longevity pay, cell phone reimbursement, clothing allowance and incentive pay in their council packets.

Councilmember Cochran moved and Sykes seconded to approve the longevity pay policy.

Administrator Myers asked if they wanted the policy to start moving forward or if they wanted to retroact that back to the first of the year? Attorney Myers stated there was never any conversation about it being retro-active, it was just a policy that was going to be put in place. Administrator Myers said that it had been asked from employees to her so she wanted to be clear for herself and the employees. Attorney Myers said he felt the way it was written, discussed, and proposed it was for moving forward.

After the discussion Councilmember Cochran continued his motion and Councilmember Sykes continued his second.

Motion carried.

Councilmember Sykes moved and Wiford seconded to approve the City of Altamont's cellphone policy. Motion carried.

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Councilmember Johnston moved and Sykes seconded to approve the clothing reimbursement policy. Motion carried.

Mayor Hayward shared that there was a form that would be filled out by the employee prior to receiving their incentive pay, and wanted to make sure that the conversation with Councilmember Wiford about the termination of incentive had been included in that policy correctly as well; Councilmember Wiford confirmed that it was correct. Councilmember Cochran had asked about this policy discontinuing the section in the employee handbook about receiving a quarter raise for those certifications, Administrator Myers confirmed this policy would take its place.

Councilmember Sykes moved and Cochran seconded to approve the City of Altamont's incentive pay policy.

Councilmember Wiford stated that the Utility Department had been discussed, but not the City Office or Police Department yet they had been added to the policy, stating that was very new and not what they had discussed. Councilmember Sykes said they had discussed it being broad across the city, but that there were no specifics discussed which may have been to Councilmember Wiford's point. Administrator Myers took most of those items from the employee handbook section D-10 item 5. Councilmember Cochran Wiford said they had discussed talking about it again at a later date more in depth. It wasn't his understanding that it would be added to their prior discussion on the Utility Department. Councilmember Cochran understood it to be that all policies would be across the board is how he took it. Councilmember Wiford didn't think they had discussing branching out the incentive past the utility department. Councilmember Sykes thought they were going to have a follow up budget meeting about the Police Department. Councilmember Wiford said that the incentive pay was based on the three certifications for the Utility Department, but no conversation had been had about how that would branch out across the city. Police Chief Michael Shields wanted to know why they don't do the incentive for all employees, be fair straight across the board to all departments. Why sit back and hash it back and forth it should be black and white for all employees. Administrator Myers told council that the CMC listed in the employee handbook for office staff is a requirement for employees to obtain within 5 years, it's stated in the job description. Councilmember Sykes rescinded his motion and Cochran rescinded his second. Administrator Myers stated there are certifications for the office staff as well as the Police Department that are required of them to perform their jobs.

Councilmember Cochran out at 7:37PM.

EXECUTIVE SESSION

Mayor Hayward asked for an executive session for non-elected personnel to include the City Administrator, City Attorney & the Police Chief.

Councilmember Cochran back in at 7:38PM.

Cochran moved and Johnston seconded the city council recess into executive session to discuss individual employee's performance pursuant to non-elected personnel matter - exception, K.S.A. 75-4319 (b) (1) to include the City Administrator, City Attorney and Police Chief. The open meeting will resume in the city council room at 815PM. Out at 740PM.

Open meeting resumed at 815PM. Mayor Hayward asked if council wanted to take any action on the executive session.

Cochran moved and Coffey seconded the city council recess back into executive session to continue discussions of an individual employee's performance pursuant to non-elected personnel matter exception, K.S.A. 75-4319 (b) (1) to include the City Attorney, City Administrator and Police Chief later on when we call him back in. Open meeting will resume at 8:50PM in the city council room. Out at 8:16PM

Open meeting resumed at 8:50PM. Council chooses not to take action on the executive session at this time.

RECREATION

Council was provided with a letter in their council packets from the Altamont Recreation Commission Director Bridget Nash, requesting the appointment of Taylor Bradfield to the Altamont Recreation Commission term ending December 31, 2024.

Mayor Hayward appointed Taylor Bradfield to the Altamont Recreation Commission.

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Councilmember Cochran moved and Wiford seconded to accept the appointment of Taylor Bradfield to the Recreation Commission. Motion carried.

CITY ADMINISTRATOR

- 1) Budget and RNR Hearings**– The Revenue Neutral Rate and Budget hearings were held August 24, 2023, at 6:30 PM prior to the regular Council meeting.
- a)** There was a publication in the Labette Avenue stating these hearings would be held on September 14. The September date has been cancelled and the original date was held as listed above.
- 2) City Policies** – Reviewed and prepared City policies regarding employee clothing and cellphone reimbursement and longevity and incentive pay for Council’s consideration.
- 3) Ordinance 648** – Ordinance 648 summary regarding employee wages was published in Labette Avenue on August 17, 2023.
- 4) Charter Ordinance 11** – Prepared Charter Ordinance 11 for Council’s consideration with the assistance of Attorney Robert Myers.
- 5) Neighborhood Revitalization Program** – The Attorney General approved the City of Altamont’s application for the Neighborhood Revitalization Program.
- a)** Delinda White from the County went over the NRP process with the City Office.
- b)** One application has already been turned in.
- c)** Council needs to look at our current home and business incentive programs to decide if we need both programs in place at a upcoming meeting.
- 6) HELP** – LeaAnn and Heather attended the HELP meeting over the Lansdowne Garden grant award.
- a)** Heather has been added as a member of the HELP committee.
- 7) Recreation** – The Altamont Recreation Commission met this week to discuss upcoming fall events.
- 8) Worker’s Comp** – LeaAnn, Heather and Michael attended a worker’s comp training.
- 9) Library** – Due to unforeseen circumstances, the Library will be closed until further notice.
- 10) Streets** – The County is planning on asphaltting Oak Avenue in the next few weeks.
- 11) Janitor Position** – Accepting applications for a part-time janitor position for city buildings.
- 12) Water Meter Pilot Program** – We are working with D.C.&B. Supply to do a pilot program for advanced metering infrastructure (AMI) and new ultrasonic water meters. They will by getting us test meters to try.
- a)** D.C.&B. is partnering with Smart Earth Technologies and Innovative Utility Solutions to provide the AMI service. Their system can do AMI for electric, gas, and water.
- b)** We need to find a solution for our current utility palm pilots which we use to read meters. They are starting to have issues. Bridget received a bid to replace what we currently have but the technology is extremely out-of-date. The bid for 5 palm pilots like our current ones is just over \$16,000.
- c)** Shipping dates have been delayed for the AMI pilot program. They are waiting on the solar end points which would send the readings back to the City Office.
- 13) 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.

POLICE REPORT

- The Police Department has handled numerous calls during this period from animal control, civil standby’s/child exchanges, citizens assist, lake patrol, and safety checks.
- Several medical calls, 1 unattended death report
- Warnings issued for traffic infractions by officers – 28 – 16 speed, 10 defective equipment & 2 misc. violations
- Citations issued for traffic infractions by officers – 46 – 36 speed, 10 defective equipment/infractions
- KBI Adult reports – 4 possession of marijuana, 1 possession of drug paraphernalia, 2 driving while suspended, 1 driving under the influence, 2 domestic battery charges
- 2 state accident reports handled
- All officers have been busy with patrol duties an community relations, very proactive lately and preparing for the start of schools back in session which are usually very busy for us.
- Preparing for ballgame security for LCHS football games

Councilmember Wiford told Police Chief Shields he appreciated him putting the number in his report.

UTILITY REPORT

- Clean up used oil that was put in dumpster this past weekend at trash truck, LeaAnn is going to get pictures to you for next council meeting.
- Kansas Division of Labor audit check all city buildings
- Patch holes behind senior housing
- Replace gas service line at 909 S Huston
- Replace stop sign at 3rd and Washington
- I have ordered street signs and posts for missing ones around town

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- Hook up electric at new shop on 13048 Meade Rd, and also put up transformer
- Clean sewer main in alley behind old grocery store
- I had a meeting with COX on 6/28/23 to discuss cleaning up around town what was left, they came the week of July 10th.
- Moved electric line to shop at 1200 Huston
- Replaced batteries in Ford bucket truck
- Patched holes
- Cut up and hauled off tree limb that fell at 4th and High School and by bank
- Trimmed trees at campsite 6

Administrator Myers out at 8:55PM

- Storm damage, cut trees off primary electric, replace down guy and wire, but trees off secondary electric and haul off the brush
- Replaced float on lift station
- Cut trees on Lansdowne Garden
- Make a new water tap at 500 Lincoln
- Put up new street light at 4th and Wells
- Replaced 35' pole, meter can and stack at county barn, the county dump truck had torn down
- Dug up a vac-tron sewer main and forced main in alley behind liquor store
- Turned water off at Lansdowne Garden due to a leak
- Put picnic tables together and set them on the sidewalk by Lansdowne Garden
- Move desks in City Hall
- Drain and winterize pool
- Replaced water meter set and tile at 400 Lincoln
- Checked for gas leak at 505 E 6th and relit appliances
- New trash truck would not start, unhooked batteries and it started. Last week we replaced fuel filter, cause check engine light came on, 506 hooked it up to computer for us.
- Repair light fixture at swimming pool, from Kansas Division of Labor Audit. I turned the paper work in to LeaAnn there is one item to fix at the Fire Department.
- Electric call out at 406 S Wells – AC coil was very dirty causing to overheat and blow the main breaker)

Councilmember Wiford asked if anyone had heard from the Spencer's about the trash situation. Brad said he hadn't heard anything from them. Mayor Hayward asked for an update on signage and Brad said that LeaAnn was supposed to get with the county to order signage, but he hadn't heard about it. Brad did say that the county would start asphaltting Oak tomorrow Friday, August 25.

Administrator Myers back in at 8:57PM

Mayor Hayward asked Administrator Myers for an update on the trash signage, she stated she had reached out to the county on August 2nd she thought and hadn't heard anything. Mayor Hayward asked also about anything from Wave Wireless regarding the hard drive on the cameras at the dumpsters. Administrator Myers stated that had been taken care of, that we were able to use equipment the city already had. Superintendent Myers said it hadn't been taken care of, as they aren't able to roll the footage back. He said he thought it started out good, but it currently isn't working as of the last week or so. Police Chief Shields said he would get in contact with them. Administrator Myers stated she wasn't aware that they weren't working correctly. Councilmember Wiford said that tables looked great on the sidewalk and that he had received a compliment on them from one of the food truck operators.

WATER BOARD

Councilmember Coffey said they have been looking at the water filters at the water plant. The filter system is 40 years old at the water plant and they have gone from washing the filters once a week to washing 3 or 4 a day. They took bids and awarded a contractor to start the project. The project won't start until October of next year, 2024 and finish around April of 2025. This should give the plant about 20 years of life on the plant without having to do a major rebuild. The project will cost a little over a million dollars, a new plant would cost between 30 and 40 million dollars. This will likely result in a rate increase, Administrator Myers asked if Councilmember Coffey knew when the rate increase would take place. Councilmember Coffey stated they were looking at implementing the rate increase prior to the project started as they are trying to avoid having to take out a large loan. Administrator Myers asked if the most recent contract would still stand, as far as reducing minimum requirements. Councilmember Coffey said this would not affect the contracts and that they would stay the same.

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EXECUTIVE SESSION

Councilmember Cochran moved Sykes seconded the city council recess into executive session to discuss individual employee’s performance pursuant to non-elected personnel matter exception, K.S.A. 75-4319 (b) (1) to include the City Administrator, City Attorney and Police Chief. The open meeting will resume in the city council room at 9:35PM. Out at 903PM

Open meeting resumed at 9:35PM. Councilmember Cochran asked to revisit the incentive pay policy. Mayor Hayward stated the changes to be made were as follows. Intoxilyzer 9000 Certification and A RIDE Certification, Taser Certification with a 90% firearm accuracy score, Annual Narcotic Field Testing Certification and an Instructor Development and any Instructor Certification as approved by the Police Chief. Council agreed that that those were the changes as discussed in executive session.

Councilmember Cochran moved and Johnston seconded to approve the incentive pay policy with the changes as noted by the Mayor on the Police Department.

Councilmember Wiford stated the Intoxilyzer is a bi-annual certification, the Advanced Roadside is whatever its certification entails, the Taser and Firearms above 90% are annual, Narcotics Field Testing is annual, Instructor Development is a one-time certification, and any other certification that the Police Chief approves would be kept up with those particular certifications.

Councilmember Cochran continued his motion and Coffey seconded with those changes. Motion carried.

COMMUNICATIONS

- The City Office will be closed Monday, September 4th in observation of Labor Day
- The City Wide Rummage Sales are set for Saturday, September 23
- Bulk Trash is set for September 25-27

ADJOURN

Councilmember Wiford moved and Cochran seconded to adjourn. Motion Carried 9:39PM

DATE

Heather Beasley, City Clerk

AP Check Register (APLT43)

City of Altamont

		Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank No:	1	Account: 006572				
		36921	9/14/2023	80437	Eric A. Griffin	\$180.00
		36922	9/14/2023	80631	Gary Lumm	\$270.00
		36923	9/14/2023	79570	KDHE Bureau of Water	\$60.00
		36924	9/14/2023	8632	Mike Reed	\$180.00
		36925	9/14/2023	8612	Ralph George	\$195.00
		36926	9/14/2023	79703	Randy E. Johnson	\$285.00
		36927	9/14/2023	79699	Robert B. Brown, Jr.	\$270.00
		36928	9/14/2023	8616	Roman Goedeke	\$180.00
		36929	9/14/2023	80628	Russell McConnell	\$180.00
		36930	9/14/2023	80629	Seth Burris	\$180.00
		36931	9/14/2023	79822	Steve R. Higgins	\$180.00
Bank Account Totals:						\$2,160.00
Total Of Checks:						\$2,160.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
8612 Ralph George				
08252023		Street Work	Contractual	\$195.00
Subtotal for Vendor 8612 - Ralph George :				\$195.00
8616 Roman Goedeke				
08252023		Street Work	Contractual	\$180.00
Subtotal for Vendor 8616 - Roman Goedeke :				\$180.00
8632 Mike Reed				
08252023		Street Work	Contractual	\$180.00
Subtotal for Vendor 8632 - Mike Reed :				\$180.00
79570 KDHE Bureau of Water				
Water Cert 2023		Water Operator Certificates Renewal - Myers, Carson, Wertz	Contractual	\$60.00
Subtotal for Vendor 79570 - KDHE Bureau of Water :				\$60.00
79699 Robert B. Brown, Jr.				
08252023		Street Work	Contractual	\$270.00
Subtotal for Vendor 79699 - Robert B. Brown, Jr. :				\$270.00
79703 Randy E. Johnson				
08252023		Street Work	Contractual	\$285.00
Subtotal for Vendor 79703 - Randy E. Johnson :				\$285.00
79822 Steve R. Higgins				
8252023		Street Work	Contractual	\$180.00
Subtotal for Vendor 79822 - Steve R. Higgins :				\$180.00
80437 Eric A. Griffin				
08252023		Street Work	Contractual	\$180.00
Subtotal for Vendor 80437 - Eric A. Griffin :				\$180.00
80628 Russell McConnell				
8252023		Street Work	Contractual	\$180.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
80628	Russell McConnell				
Subtotal for Vendor 80628 - Russell McConnell :					\$180.00
80629	Seth Burris				
	082852023		Street Work	Contractual	\$180.00
Subtotal for Vendor 80629 - Seth Burris :					\$180.00
80631	Gary Lumm				
	08252023		Street Work	Contractual	\$270.00
Subtotal for Vendor 80631 - Gary Lumm :					\$270.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	PO	Description	Account Description	Invoice Amt
Invoice				
			Grand Total:	\$2,160.00

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
07 Special Highway Fund		
00 NonDepartmental		\$2,100.00
		\$2,100.00
50 Water Utility Fund		
00 NonDepartmental		\$60.00
		\$60.00
Grand Total:		\$2,160.00

AP Check Register (APLT43)

City of Altamont

Check No		Check Date	Vendor No	Vendor Name	Check Amount
Bank No:	1	Account: 006572			
	36932	9/14/2023	61	ACE HARDWARE	\$29.90
	36933	9/14/2023	86	All Seasons Floral & Gifts	\$55.00
	36934	9/14/2023	150	Altamont Builders Supply	\$315.41
	36935	9/14/2023	79921	ANGELEAH BILLMAN	\$40.00
	36936	9/14/2023	80034	CHELSEA BATES	\$9.83
	36937	9/14/2023	79547	Cintas Corporation	\$84.32
	36938	9/14/2023	60	CITY OF ALTAMONT	\$4,150.85
	36939	9/14/2023	40	City of Altamont Petty cash	\$80.00
	36940	9/14/2023	80456	Edna Bamberry	\$40.00
	36941	9/14/2023	1000	EVERGY	\$1,095.24
	36942	9/14/2023	80090	FELD FIRE	\$850.00
	36943	9/14/2023	80229	GFL Environmental	\$3,239.12
	36944	9/14/2023	740	HUGO'S INDUSTRIAL SUPPLY	\$340.05
	36945	9/14/2023	80636	Jessica Brooks	\$40.00
	36946	9/14/2023	880	KANSAS ONE CALL SYSTEM INC	\$50.40
	36947	9/14/2023	971	KANSAS STATE TREASURER	\$8,854.10
	36948	9/14/2023	100	Labette Avenue	\$789.59
	36949	9/14/2023	1050	Labette Bank	\$5,477.15
	36950	9/14/2023	1057	LABETTE COUNTY PUBLIC	\$2,534.62
	36951	9/14/2023	79848	Labette Hardware	\$89.94
	36952	9/14/2023	80637	Labette Health Education	\$198.00
	36953	9/14/2023	1373	LeaAnn Myers	\$18.34
	36954	9/14/2023	980	LEAGUE OF KANSAS	\$140.67

AP Check Register (APLT43)

City of Altamont

Check No	Check Date	Vendor No	Vendor Name	Check Amount
36955	9/14/2023	80634	Leigh Hilt	\$45.00
36956	9/14/2023	80635	Lisa Allison	\$40.00
36957	9/14/2023	1251	MasterCard 0547	\$87.67
36958	9/14/2023	1245	MCCARTY'S	\$2.12
36959	9/14/2023	79670	Mid-American Research Chemical	\$16.71
36960	9/14/2023	80159	Miller Tire and Lube LLC	\$340.43
36961	9/14/2023	1439	NAPA	\$126.92
36962	9/14/2023	1442	National Integrated Pest Mgt.	\$120.00
36963	9/14/2023	1680	PUBLIC WHOLESALE WATER SUPPLY	\$11,648.56
36964	9/14/2023	2230	THOMAS IMPLEMENT	\$45.35
36965	9/14/2023	754	TouchTone Communications	\$79.69
36966	9/14/2023	80519	Visa - 9014	\$33.20
36967	9/14/2023	1250	VISA 3470	\$285.18
36968	9/14/2023	79532	VISA 6275	\$1,450.56
36969	9/14/2023	80272	Visa 7646	\$88.44
36970	9/14/2023	80348	Visa 7984	\$363.06
36971	9/14/2023	79945	Vision Service Plan (CT)	\$181.83
Bank Account Totals:				\$43,477.25
Total Of Checks:				\$43,477.25

AP Wire Register (APLT44)

City of Altamont

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
<hr/>				
Bank No:	1	Account:	006572	
-1144	9/14/2023	80381	Kansas Department of Revenue	\$3,766.10
<hr/>				
Bank Account Totals:				\$3,766.10
<hr/>				
Total Of Wires:				\$3,766.10

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
40	City of Altamont Petty cash				
	09052023		Park Deposit Refunds - Jordan Beery and Dustin Fraker	Park Building Deposit Refunds	\$80.00
Subtotal for Vendor 40 - City of Altamont Petty cash :					\$80.00
60	CITY OF ALTAMONT				
	09012023		Utility Bills	Contractual	\$369.19
	09012023		Utility Bills	Contractual	\$180.81
	09012023		Utility Bills	Contractual	\$133.27
	09012023		Utility Bills	Contractual	\$649.42
	09012023		Utility Bills	Contractual	\$1,142.22
	09012023		Utility Bills	Contractual	\$312.65
	09012023		Utility Bills	Contractual	\$171.21
	09012023		Utility Bills	Contractual	\$582.60
	09012023		Utility Bills	Contractual	\$134.30
	09012023		Utility Bills	Contractual	\$168.66
	09012023		Utility Bills	Contractual	\$306.52
Subtotal for Vendor 60 - CITY OF ALTAMONT :					\$4,150.85
61	ACE HARDWARE				
	08272023		keys	Commodities	\$14.95
	08272023		keys	Commodities	\$14.95
Subtotal for Vendor 61 - ACE HARDWARE :					\$29.90
86	All Seasons Floral & Gifts				
	107		Plant for Freda	Commodities	\$55.00
Subtotal for Vendor 86 - All Seasons Floral & Gifts :					\$55.00
100	Labette Avenue				
	09012023		Ord 647, 648, Chart Ord 11, City Budget Hearings	Contractual	\$530.27
	09012023		Ord 649	Contractual	\$25.16
	09012023		Ord 650	Contractual	\$25.50
	09012023		Rec Budget Hearings	Contractual	\$56.66

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
100	Labette Avenue			
09012023		fall and fair ads	Contractual	\$152.00
Subtotal for Vendor 100 - Labette Avenue :				\$789.59
150	Altamont Builders Supply			
08312023		Trufuel can	Commodities	\$129.99
08312023		muriatic acid, plug	Commodities	\$52.95
08312023		ready mix, pro reel	Commodities	\$26.97
08312023		pvc elbow, bushing, tee, coupling	Commodities	\$79.93
08312023		starting fluid, wrench, lock nuts	Commodities	\$25.57
Subtotal for Vendor 150 - Altamont Builders Supply :				\$315.41
740	HUGO'S INDUSTRIAL SUPPLY			
08312023		trash bags, towels	Commodities	\$80.00
08312023		trash bags, towels	Commodities	\$80.00
08312023		trash bags, pop up wipers, towels	Commodities	\$180.05
Subtotal for Vendor 740 - HUGO'S INDUSTRIAL SUPPLY				\$340.05
754	TouchTone Communications			
2939662		Phone service	Contractual	\$9.69
2939662		Phone service	Contractual	\$20.00
2939662		Phone service	Contractual	\$20.00
2939662		Phone service	Contractual	\$15.00
2939662		Phone service	Contractual	\$15.00
Subtotal for Vendor 754 - TouchTone Communications :				\$79.69
880	KANSAS ONE CALL SYSTEM INC			
3080135		42 locates	Contractual	\$16.80
3080135		42 locates	Contractual	\$16.80
3080135		42 locates	Contractual	\$16.80
Subtotal for Vendor 880 - KANSAS ONE CALL SYSTEM I				\$50.40

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
971 KANSAS STATE TREASURER				
R1231101123060		Energy Crisis Gas Payment	Payment Plan- Loan Payback	\$8,854.10
Subtotal for Vendor 971 - KANSAS STATE TREASURER				\$8,854.10
980 LEAGUE OF KANSAS				
7523		STO, UPOC	Commodities	\$70.33
7523		STO, UPOC	Commodities	\$70.34
Subtotal for Vendor 980 - LEAGUE OF KANSAS :				\$140.67
1000 EVERGY				
08252023		electricity	Contractual	\$23.93
08252023		electricity	Contractual	\$22.73
08252023		electricity	Contractual	\$1,048.58
Subtotal for Vendor 1000 - EVERGY :				\$1,095.24
1050 Labette Bank				
09042023		2015 Ditch Witch Lease Purchase	Contractual	\$5,477.15
Subtotal for Vendor 1050 - Labette Bank :				\$5,477.15
1057 LABETTE COUNTY PUBLIC				
2490		Trash Sign	Commodities	\$30.10
2494		Fuel	Commodities	\$100.00
2494		Fuel	Commodities	\$319.75
2494		Fuel	Commodities	\$132.62
2494		Fuel	Commodities	\$132.63
2494		Fuel	Commodities	\$132.62
2494		Fuel	Commodities	\$165.23
2494		Fuel	Commodities	\$64.23
2494		Fuel	Vehicle	\$1,324.81
2494		Fuel	Commodities	\$132.63
Subtotal for Vendor 1057 - LABETTE COUNTY PUBLIC :				\$2,534.62

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
1245 MCCARTY'S				
114511		Color Copies	Contractual	\$2.12
Subtotal for Vendor 1245 - MCCARTY'S :				\$2.12
1250 VISA 3470				
08172023		drinks	Commodities	\$220.78
08172023		Fuel	Vehicle	\$64.40
Subtotal for Vendor 1250 - VISA 3470 :				\$285.18
1251 MasterCard 0547				
08172023		water	Commodities	\$75.75
08172023		meeting expense	Contractual	\$11.92
Subtotal for Vendor 1251 - MasterCard 0547 :				\$87.67
1373 LeaAnn Myers				
08302023		Mileage - Employee Lunch	Contractual	\$18.34
Subtotal for Vendor 1373 - LeaAnn Myers :				\$18.34
1439 NAPA				
08312023		diesel additive, oil	Commodities	\$126.92
Subtotal for Vendor 1439 - NAPA :				\$126.92
1442 National Integrated Pest Mgt.				
1808		pest control	Contractual	\$30.00
1808		pest control	Contractual	\$30.00
1808		pest control	Contractual	\$30.00
1808		pest control	Contractual	\$30.00
Subtotal for Vendor 1442 - National Integrated Pest Mgt.				\$120.00
1680 PUBLIC WHOLESALE WATER SUPPLY				
08232023		Water	Utility Costs	\$11,648.56
Subtotal for Vendor 1680 - PUBLIC WHOLESALE WATE				\$11,648.56

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
2230	THOMAS IMPLEMENT				
	82023		freight	Contractual	\$30.37
	82023		filters	Commodities	\$14.98
Subtotal for Vendor 2230 - THOMAS IMPLEMENT :					\$45.35
79532	VISA 6275				
	08172023		story hours supplies	Commodities	\$9.00
	08172023		cleaning supplies	Commodities	\$10.00
	08172023		cleaning supplies	Commodities	\$20.00
	08172023		pool phone, Pool chairs, pool vacuum	Commodities	\$1,377.66
	08172023		water	Concessions	\$14.22
	08172023		cleaning supplies	Commodities	\$10.00
	08172023		cleaning supplies	Commodities	\$9.68
Subtotal for Vendor 79532 - VISA 6275 :					\$1,450.56
79547	Cintas Corporation				
	8406400466		First Aid Kit Restock	Contractual	\$42.16
	8406400466		First Aid Kit Restock	Contractual	\$42.16
Subtotal for Vendor 79547 - Cintas Corporation :					\$84.32
79670	Mid-American Research Chemical				
	0797727-IN F		Freight	Contractual	\$16.71
Subtotal for Vendor 79670 - Mid-American Research Che					\$16.71
79848	Labette Hardware				
	2308-156672A		bolts	Commodities	\$44.97
	2308-317243		nuts, bolts, screws	Commodities	\$44.97
Subtotal for Vendor 79848 - Labette Hardware :					\$89.94
79921	ANGELEAH BILLMAN				
	09062023		Park Deposit Refund	Park Building Deposit Refunds	\$40.00
Subtotal for Vendor 79921 - ANGELEAH BILLMAN :					\$40.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
79945	Vision Service Plan (CT)			
092023		vision insurance	Benefits	\$21.78
092023		vision insurance	Benefits	\$21.78
092023		vision insurance	Benefits	\$21.78
092023		vision insurance	Benefits	\$21.78
092023		vision insurance	Contractual	\$40.26
092023		vision insurance	Benefits	\$43.56
092023		vision insurance	Benefits	\$10.89
Subtotal for Vendor 79945 - Vision Service Plan (CT) :				\$181.83
80034	CHELSEA BATES			
09072023		Utility Overpayment on Final Bill	Contractual	\$9.83
Subtotal for Vendor 80034 - CHELSEA BATES :				\$9.83
80090	FELD FIRE			
0425118		Annual Service Bauer Compressor with air test	Contractual	\$850.00
Subtotal for Vendor 80090 - FELD FIRE :				\$850.00
80159	Miller Tire and Lube LLC			
09052023		Oil Change 2019 Ram	Vehicle	\$80.97
09052023		Trailer tires	Commodities	\$259.46
Subtotal for Vendor 80159 - Miller Tire and Lube LLC :				\$340.43
80229	GFL Environmental			
08312023		transfer station fees	Utility Costs	\$3,239.12
Subtotal for Vendor 80229 - GFL Environmental :				\$3,239.12
80272	Visa 7646			
08172023		continuing education expense	Contractual	\$81.94
08172023		story hours supplies	Commodities	\$6.50
Subtotal for Vendor 80272 - Visa 7646 :				\$88.44

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	Invoice	PO	Description	Account Description	Invoice Amt
80348	Visa 7984				
	08172023		pool concessions	Concessions	\$53.00
	08172023		meeting expense	Contractual	\$15.08
	08172023		police uniforms, tourniquet, odor eliminator	Commodities	\$294.98
Subtotal for Vendor 80348 - Visa 7984 :					\$363.06
80381	Kansas Department of Revenue				
	August 2023		Utility Sales Tax	Contractual	\$3,702.73
	August 2023		Utility Sales Tax	Contractual	\$63.37
Subtotal for Vendor 80381 - Kansas Department of Reve					\$3,766.10
80456	Edna Bamberry				
	09062023		Park Deposit Refund	Park Building Deposit Refunds	\$40.00
Subtotal for Vendor 80456 - Edna Bamberry :					\$40.00
80519	Visa - 9014				
	08172023		training expense	Training/ Conference/ Dues	\$13.12
	08172023		training expense	Vehicle	\$20.08
Subtotal for Vendor 80519 - Visa - 9014 :					\$33.20
80634	Leigh Hilt				
	09012023		Lake Refund - Didn't make it	Contractual	\$45.00
Subtotal for Vendor 80634 - Leigh Hilt :					\$45.00
80635	Lisa Allison				
	09062023		Park Deposit Refund	Park Building Deposit Refunds	\$40.00
Subtotal for Vendor 80635 - Lisa Allison :					\$40.00
80636	Jessica Brooks				
	09112023		Park Deposit Refund	Park Building Deposit Refunds	\$40.00
Subtotal for Vendor 80636 - Jessica Brooks :					\$40.00
80637	Labette Health Education				
	2023 CPR		Employee CPR Certification Cards	Contractual	\$54.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor				
Invoice	PO	Description	Account Description	Invoice Amt
80637		Labette Health Education		
2023 CPR		Employee CPR Certification Cards	Contractual	\$54.00
2023 CPR		Employee CPR Certification Cards	Training/ Conference/ Dues	\$72.00
2023 CPR		Employee CPR Certification Cards	Contractual	\$18.00
Subtotal for Vendor 80637 - Labette Health Education :				\$198.00

Approved Invoices by Vendor- Summary

City of Altamont

Vendor	PO	Description	Account Description	Invoice Amt
--------	----	-------------	---------------------	-------------

Grand Total: \$47,243.35

Approved Invoices - Fund/Dept. Totals

Fund	Fund Total	Fund Name
01 General Fund		
01 General Government		\$1,178.20
02 Gen Police		\$2,165.82
03 General Court		\$115.84
04 General Fire		\$1,298.45
05 General Park		\$1,073.65
11 Municipal Pool		\$2,640.05
		<hr/>
		\$8,472.01
03 Municipal Equipment		
00 NonDepartmental		\$5,477.15
		<hr/>
		\$5,477.15
04 Library		
00 NonDepartmental		\$85.45
		<hr/>
		\$85.45
05 Recreation		
00 NonDepartmental		\$71.74
		<hr/>
		\$71.74
07 Special Highway Fund		
00 NonDepartmental		\$207.18
		<hr/>
		\$207.18
09 Lake Fund		

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
	00	NonDepartmental	\$1,885.69	
			\$1,885.69	
	50	Water Utility Fund		
	00	NonDepartmental	\$12,373.99	
			\$12,373.99	
	51	Electric Utility Fund		
	00	NonDepartmental	\$702.33	
			\$702.33	
	52	Gas Utility Fund		
	00	NonDepartmental	\$9,386.70	
			\$9,386.70	
	53	Sewer Utility Fund		
	00	NonDepartmental	\$633.70	
			\$633.70	
	54	Sanitation Utility Fund		
	00	NonDepartmental	\$4,194.59	
			\$4,194.59	
	59	Unapplied Credit		
	00	NonDepartmental	\$9.83	
			\$9.83	
	60	Sales Tax		
	00	NonDepartmental	\$3,702.73	
			\$3,702.73	
	82	Insurance Reserve Fund		
	00	NonDepartmental	\$40.26	

Approved Invoices by Vendor- Summary

City of Altamont

Vendor Invoice	PO	Description	Account Description	Invoice Amt
			\$40.26	
		Grand Total:	\$47,243.35	

ORDINANCE # 651
AN ORDINANCE PROVIDING FOR SALARIES AND WAGES OF CERTAIN APPOINTIVE OFFICERS AND EMPLOYEES OF THE CITY OF ALTAMONT, KANSAS EFFECTIVE JANUARY 1, 2024, AND REPEALING ORDINANCE #648.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ALTAMONT, KANSAS:

SECTION 1. That the following named officers and employees shall have and receive as base compensation for their services such salaries within the amounts hereinafter provided:

CITY ADMINISTRATOR: \$45,000 - \$70,000/yr.

PUBLIC WORKS SUPERINTENDENT: \$36,000 – \$70,000/yr.

ASSISTANT SUPERINTENDENT: \$17.00 - \$30.00/hr.

PUBLIC WORKS LABORERS:

0-2 Years: \$17.00 - \$20.00/hr.

2-4 Years: \$19.00 - \$22.50/hr.

4-6 Years: \$21.00 - \$24.00/hr.

6-9 Years: \$23.00 - \$27.00/hr.

10 Years +: \$23.00 - \$30.00/hr.

CITY CLERK/COURT CLERK: \$34,000 - \$65,000/yr.

CITY TREASURER/DEPUTYCITY CLERK: \$21,000 - \$45,000/yr.

CITY OFFICE STAFF:

0-3 Years: \$7.25 - \$14.00/hr.

3-6 Years: \$9.00 - \$16.00/hr.

6-10 Years: \$11.00 - \$18.00/hr.

10-15 Years: \$14.00 - \$20.00/hr.

15 Years +: \$16.00 - \$22.00/hr.

POLICE CHIEF: \$36,000 - \$70,000/yr.

PATROLMAN (FULL-TIME):

0-2 Years: \$18.50 - \$21.00/hr.

2-4 Years: \$20.00 - \$22.50/hr.

4-6 Years: \$21.00 - \$24.00/hr.

6-9 Years: \$23.00 - \$27.00/hr.

10 Years +: \$23.00 - \$30.00/hr.

PATROLMAN (PART-TIME);

Uncertified part-time - \$12.50/hr.

Certified part-time - \$15.00/hr.

FIRE CHIEF:

\$200.00 per month plus \$15.00 per fire run

ASSISTANT FIRE CHIEF:

\$30.00 each quarter plus \$15.00 per fire run

VOLUNTEER FIRE FIGHTER:

\$15.00 per fire run

The above wages can be adjusted based on qualifications, experience or performance as determined by the City Administrator and approved by the Altamont Governing Body.

For all full-time personnel, after the first 6 months successful probationary period, give \$0.25/hr. raise.

All part-time personnel at \$7.25/hr. unless specified by the City Council or City Administrator.

SECTION 2. Ordinance 648 is hereby repealed in its entirety.

SECTION 3. Related fringe benefits discussed annually.

SECTION 4. This Ordinance shall take effect on January 1, 2024, and be in full force when the same is passed by the Governing Body and published once in the Official City Newspaper.

PASSED AND APPROVED by the Governing Body the 14th day of September 2023.

Richard O Hayward, Mayor

Attest:

Heather Beasley, City Clerk

ORDINANCE #652

AN ORDINANCE OF THE CITY OF ALTAMONT, KANSAS ESTABLISHING PROCEDURES AND FEES FROM REIMBURSEMENTS TO THE CITY FOR CALL-OUTS TO HANDLE PROBLEMS WHICH ARE NOT CAUSED BY THE CITY OR ITS EMPLOYEES AFTER HOURS. REPEALING ORDINANCE #585.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ALTAMONT, KANSAS:

SECTION 1. A minimum charge of \$75.00 per man-hour with a minimum of 2 hours will be billed for each instance in which city employees are called out to a problem which is not caused by the city or its employees after hours. The City has the option to place the charge on the monthly utility bill.

Examples of the type of call-out that will be billed, but not limited to, are:

- A. Lighting of pilot lights after normal business hours. (An exception to this will be if gas service has been interrupted to the residence and then restored.)
- B. To disconnect or re-connect a city utility after normal utility shop hours.
- C. Replacing fuses or re-setting circuit breakers at residences after normal business hours.
- D. Locating water leaks on customer's property after normal business hours.
- E. Other call-outs placed by customers which were not caused by the City.

SECTION 2. Due to safety considerations there will not be a charge for identifying and locating gas leaks, regardless of the location.

SECTION 3. If a utility customer believes he/she has been erroneously billed, they may contest the charge at a scheduled city council meeting before the city governing body.

SECTION 4. This Ordinance shall take effect and be in force from and after its passage, approval and publication once in the Official City Newspaper.

PASSED AND APPROVED by the Governing Body of the City of Altamont, Kansas this 14th day of September 2023.

SIGNED by the Mayor of the City of Altamont, Kansas this 14th day of September 2023.

Richard Hayward, Mayor

ATTEST:

Heather Beasley, City Clerk

Bridget Nash
Secretary/Treasurer



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

Altamont Recreation Commission

September 11, 2023

Dear Mayor and Council:

We would like to ask the City Council to appoint Morgan Goins to the Altamont Recreation Commission, term ending December 31, 2023.

Sincerely,

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

Bridget Nash
Altamont Recreation Commission
Deputy Clerk/Treasurer

Altamont Recreation Commission

10TH ANNUAL HALLOWEEN

BBASH

Follow the Altamont Recreation Facebook Page for Updates

Sunday, October 29, 2023

Downtown

3:00 to 6:00PM

5th & Huston

◇ Trunk-or-Treat: 3:00 - 5:00PM

◇ Costume Contest: starts at 3:45PM

Birth - 5th Grade | Prizes for top 3 in each age group.

◇ Pumpkin Contest: *Ages 3-12 or Family Pumpkins

*Majority of pumpkin must be completed by child in
3-12 year old division

◇ Door Prizes: Look for ticket in Boo Bash Bag

◇ Loads of Fun! Treat Bags, Free Hot Dogs,
Kid's Games, and Cake Walk

◇ We are looking for donations of cakes, cookies, and other
goodies for the Cake Walk

Items can be dropped off Friday, October 27 in the City Office,
or brought to the event between 1-2:30PM. Monetary donations
can be dropped off at the City Office and we can shop on your
behalf!

This event is made possible by our Generous Sponsors
Questions? Call Bridget at the City Office! 620-784-5612

Bridget Nash
Secretary/Treasurer



P.O. Box 305
Altamont, Kansas 67330
Phone: (620) 784-5612
Fax: (620) 784-5882

Altamont Recreation Commission

August 24, 2023

Dear Council,

The Altamont Recreation Commission is hosting the 10th Annual Boo Bash Sunday, October 29, 2023. This is a free and safe event for the youth to kick off their Halloween season. We would like to ask permission to close Huston Street between 4th and 6th from 2:00 pm to 7:00 pm that afternoon/evening. Thank you for your consideration.

Sincerely,

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

Bridget Nash
Secretary/Treasurer
Altamont Recreation Commission

P.O. Box 903
Independence, KS 67301



Phone: 620-331-7159
Fax: 620-331-7455
indyunderground@outlook.com

9/5/2023

City of Altamont
ATTN Brad Myers
PO Box 305
Altamont, KS 67330

Estimate for: Wabash & 8th

Install approximately 280 LF of 8" Gravity Sewer
Reinstate all taps (approximately 6)

Lump sum total: \$ 31,000.00

-
- The Neighborhood Revitalization Program is to encourage improvements and development within the city.
 - The program will provide incentives for housing and building improvements through property tax rebates.
 - The program will help community members as well as business owners with property investments.
 - The program will help to maintain current property tax revenues.
 - The program will encourage development, where it may not otherwise occur.
 - The program will have a limited window for opportunity, to promote immediate response.



Property Tax
Rebate for
Commercial,
Industrial,
Residential,
Agricultural, and
Historical
Properties within
the City Limits of
Altamont

City Hall
407 S Huston • Altamont,
KS 67330
(620)784-5612 • Fax
(620)784-5882
cityoffice@altamontks.com
www.altamontks.com

City of Altamont

Neighborhood Revitalization Program

Who's Eligible?

- Any residential homeowner or commercial property owner, who is in good standing and doesn't owe delinquent tax.
- Residential homeowners who make a minimum investment of \$5,000 towards their property.
- Commercial property owners who make a minimum investment of \$10,000 towards their property.



How much does it cost?

A one-time non-refundable application fee of \$50, paid to the City of Altamont. There will be a 5% Annual Labette County Administration Fee.

How does the tax rebate work?

The County refunds the property taxes which the property owner pays on the actual value added to a property due to a qualified improvement. The property owner will continue to pay all taxes, but will receive a rebate on the additional taxes resulting from the increase in assessed value of the property due to the improvement.

How are the property tax rebates calculated?

Tax rebates will be based on the increase in appraised value that occurs as a result of the improvements completed. The property owner will receive 100% of the tax increase, less the 5% administration fee, as their rebate.

How is "structure" defined?

"Structure" means any building, wall, or other structure, including the building and improvements to existing structures and fixtures assimilated to the real estate.

What isn't a qualified improvement?

Improvements to existing or construction of new, residential accessory structures: such as gazebos, portable storage buildings, swimming pools, etc. Painting exterior or interior, new roof or repair, updating vinyl siding, basic windows or repair, outbuildings on property less than 100 sq ft, cleaning up a property and landscaping.

What is a qualifying improvement?

New construction of structures as well as rehabilitation, alterations and additions to existing structures.

How long does the rebate run?

The plan will remain in effect until December 31, 2024. A property owner may only have one rebate project at a time on the same property. An approved residential application will remain in effect for 5 years and an approved commercial application will remain in effect for 10 years.

How long will I receive a tax rebate?

Eligible residential properties will earn a property tax rebate for five years. Eligible commercial and industrial properties will earn a property tax rebate for ten years. All owner's taxes including personal, special assessments, and property taxes must be paid on time and in full or eligibility is lost for the remainder of the abatement.

How long do I have to complete the project?

The project must be started within the first year of application and must be completed by the end of the second year.

What happens if I choose to sell?

If your taxes have been kept current, the remainder of the rebate period will transfer to the new owner.

When will I receive my Tax Rebate?

After all Labette County property & personal taxes and assessments are paid on time, in full, you should receive a tax rebate in the amount of the tax increment (less a 5% administrative fee). This typically occurs within 30 days following the date of tax distribution by Labette County.

Where do I pick up a rebate application?

You can pick up an application at the Altamont City Office, 407 S Huston in Altamont.

NEIGHBORHOOD REVITALIZATION PLAN



OF THE
CITY OF Altamont

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ARTICLE A. PURPOSE AND FACTUAL FINDINGS

- A-1. **GENERAL.** Through this plan the City Council intends to promote the revitalization and development of the neighborhoods within the City of Altamont by stimulating new construction and rehabilitation or redevelopment of the area in order to protect the public health, safety, or welfare of the residents of the city.
- A-2. **COUNCIL ACTION.** Following the provisions of K.S.A. 12-17,114 *et seq.*, the City Council held a public hearing April 27, 2023 and considered the existing conditions and alternatives with respect to the designated area, the criteria and standards for a tax rebate, and the necessity for interlocal cooperation with the other taxing units.

ARTICLE B. PROPERTY

- B-1. **OWNERS.** A copy of the owners of record within the city limits of Altamont is on file with the City Clerk's Office at 407 S Huston, Altamont, KS as required by State Statute. Individuals may verify the owner of record for each parcel of land, along with his/her mailing address, at the Labette County Appraiser's Office, 501 Merchant St., Oswego

ARTICLE C. PROPERTY AND ACTIVITIES ELIGIBLE FOR A TAX REBATE

- C-1. **RESIDENTIAL AND AGRICULTURAL PROPERTY.** Eligible residential and agricultural property may be anywhere within the city limits of Altamont. There must be a minimum investment of \$5,000 for residential property to receive tax rebates. This cost must be documented with receipts submitted to the city within 30 days of completion of the improvements.
- a. The following activities occurring to residential property are eligible for the tax rebate:
 - 1) Rehabilitation, alterations, and additions to any existing residential structure. Construction of a new free-standing garage will be considered an addition.
 - 2) Construction of new residential structures.
 - b. The following activities occurring to residential property are **not** eligible for the tax rebate:
 - 1) Improvements to existing, or construction of new, residential accessory structures: such as gazebos, portable storage buildings, swimming pools, etc.
- C-2. **COMMERCIAL AND INDUSTRIAL PROPERTY.** Eligible commercial or industrial property may be anywhere within the city limits of Altamont. There must be a minimum investment of \$10,000 for commercial and/or industrial property to receive the tax rebate. These costs must be documented with receipts submitted to the city within 30 days of completion of the improvements.
- a. The following activities occurring to commercial or industrial property are eligible for the tax rebate:
 - 1) Rehabilitation, alterations, and additions to any existing commercial

or industrial structure used for retail, office, manufacturing, warehousing, institutional, or other commercial or industrial purpose.

2) Construction of new commercial or industrial structures, used for retail, office, manufacturing, warehousing, institutional, or other commercial or industrial purposes.

b. Improvements to existing or construction of new structures used for public utility or railroad purposes are not eligible.

C-3. HISTORICAL. Historical property may be residential, commercial, industrial, or agricultural. The property must be on the National and/or Kansas Historical Register.

ARTICLE D. CRITERIA FOR DETERMINATION OF ELIGIBILITY AND FOR REVIEW AND APPROVAL

D-1. ELIGIBILITY CRITERIA. The City of Altamont will use the following criteria to determine eligibility for the tax rebate:

- a. The applicant must have commenced one eligible activity as stipulated in Article D on or after August 8, 2023, the effective date of this tax rebate program.
- b. The applicant must submit receipts for building improvements to verify the required expense of a minimum of \$5,000 for Residential property and a minimum of \$10,000 for Commercial property.
- c. The applicant must fill out and submit a building permit application.
- d. The applicant must file for the rebate within ninety (90) days of the issuance of a building permit.
- e. At completion of the project, the applicant will provide the city with all of the construction receipts to determine program compliance.
- f. All properties eligible for tax incentives under any adopted Neighborhood Revitalization Plan and any existing tax abatement program may submit only one application per project and can have only one NRP at a time on the same property.

D-2. REVIEW AND APPROVAL.

- a. **Review.** As well as comparing applications with the criteria set forth by the governing body, City staff will:
 - 1) Determine whether the property of concern conforms with the applicable regulations (i.e., building permit) in effect at the time of application. If the property is not in conformance, the City will deny the rebate. The applicant must ensure the property remains in conformance for the duration of the rebate period, or the City may cancel the rebate.
 - 2) With the County, determine whether the property owner is delinquent on any tax payment or special assessment, including special benefit district assessments. The application is denied if it involves property with delinquent taxes.

b. **Approval.**

- 1) The City Administrator, City Clerk or his/her designee has the authority and discretion to approve or reject applications based on the eligibility and review standards contained herein. If an applicant disapproves of the Administrator's or City Clerk's decision, he/she may submit a written appeal to the City Council for a final determination.
- 2) The City Clerk or his/her designee will verify the amount spent on improvements to the property by the receipts that are submitted. Without this proof, the application will be denied.
- 3) County will apply the fixed rebate percentage to any change in assessed value during subsequent years and rebate the appropriate amount to the property owner.
- 4) If an applicant has not completed the improvement by 1 January of the year following the application's submission, then the applicant will not receive a rebate that year. If by the next 1 January the applicant still has not completed the project, then the city will consider the application as withdrawn.
- 5) If an applicant moves an existing building to a new site, the County, before making any rebate, will deduct the building's prior value from the real estate's new value.

ARTICLE E. APPLICATIONS

E-1. GENERAL. Interested parties should obtain a brochure and information packet from City Hall at 407 S Huston, Altamont.

E-2. PRE-CONSTRUCTION.

- a. The applicant will obtain an application for a tax rebate from City Hall, 407 S Huston, Altamont, when obtaining a building permit application.
- b. To complete Part I of the application, the applicant will provide the following information:
 - 1) Owner's name, phone number, and mailing address.
 - 2) Project address.
 - 3) Parcel I.D. number.
 - 4) Legal description of property.
 - 5) Property type - residential, commercial, industrial, or historical. If historical, then provide proof of historical register listing.
 - 6) Proposed property use.
 - 7) List of buildings proposed for demolition (if applicable).
 - 8) If residential, number of units.
 - 9) Property type.
 - 10) Description of proposed improvements.
 - 11) Estimated cost of improvements
- c. The applicant must submit a \$50.00 non-refundable fee with the

application.

E-3. FUTURE YEARS.

- a. Upon the applicant paying the real estate tax for the subject property for the initial and each succeeding tax year extending through the specified rebate period, and within thirty (30) days following the date of tax distribution by Labette County to other tax units, a tax rebate in the amount of the tax increment: (less an administrative fee as specified) shall be made to the owner. The tax rebate shall be made by the County Treasurer's Office of Labette County through the Neighborhood Revitalization Fund established in conjunction with the participating tax jurisdictions.
- b. If the property owner/applicant allows any tax or assessment to become past due or delinquent during the term of participation in the program, the owner/applicant will be disqualified, and any current or future rebates will be denied.

ARTICLE F. TAX REBATE

- F-1. PROGRAM PERIOD.** The Neighborhood Revitalization program extends from August 8, 2023, to December 31, 2024. The city reminds applicants that this period pertains to the time in which individuals must **apply**.
- F-2. REBATE PERIOD.** The rebate period pertains to the length of time each **approved** application lasts.
- F-3. REBATE PERCENTAGE.** The rebate percentage applies to the incremental increase in taxes associated with the revitalization project, less the administrative fee of 5% being retained by the County. The exact rebate amount may change with any changes to the mill levy. This Plan does not affect the current appraisal value.

RESIDENTIAL AND AGRICULTURAL

NEW CONSTRUCTION OR REHABILITATION

Year	Percentage
1-5	100%

COMMERCIAL, INDUSTRIAL AND/OR HISTORICAL

New Construction or Rehabilitation

Year	Percentage
1-10	100%

RESIDENTIAL IMPROVEMENT PROGRAM POLICY

The purpose of this policy is to establish the process and procedures for the City of Altamont Residential Improvement Program. This program is created to encourage and support the development of new housing and housing rehabilitation. A standard shall be established in order for staff members of the City of Altamont to improve, grow, and maintain the housing stock of Altamont.

New Home Development

This incentive is intended for those newly constructing a residential structure. Eligibility must be met through all of the following:

- ✓ Applicant(s) must submit the Residential Improvement Application (Appendix A)
- ✓ Application must be submitted with a completed building permit (Appendix B)
- ✓ The applicant(s) must be the property owner of project location
- ✓ The project location will be the primary residence for the applicant
- ✓ Applicant has no existing debts for the city
- ✓ Applicant has no existing, pending, or active violations in the city

Successful applicants must sign an agreement with the City of Altamont. (Appendix C)

Approved applicant will be eligible for the following incentives.

- Connection fees for utilities will be waived.
- Waiver of Fee for city building permits
- \$2,500 dollar start-up incentive to be used towards but not limited to the following: culverts, rock/gravel, meter sets, tap fees, etc.
- \$250 utility credit for City provided utilities upon completion
- Free lot selection from City of Altamont Land Bank (if lot(s) are available.)

All incentives are subject to the completion of a city inspection or request of supporting and additional documentation. The City of Altamont reserves the right to establish or grant additional or alternative economic development incentives as scale and/or opportunity deem necessary.

Approved this _____ Day of _____, 20_____ by the City of Altamont Governing Body.

Richard Hayward, Mayor

ATTEST: LeaAnn Myers, Deputy City Clerk



City Administrator Report City Council September 14, 2023

1. **Safety Training** – KMU provided safety training to the City employees regarding safety observations.
2. **CPR Training** – Mayor Richard Hayward certified City employees in CPR.
3. **Recreation** – Bridget Nash and the Altamont Recreation Commission have been busy planning fall events.
4. **Library** – Mrs. Freda Edwards announced her retirement from the Altamont Public Library after serving for over 47 years. Freda will be greatly missed, but we wish her the very best in her retirement.
 - a. The Altamont Library Board is accepting applications for a new Library Director through Friday, September 15th.
5. **Labette County** – LeaAnn Myers met with Mel Hass, the Labette County Zoning Administrator, Marc Jones, and Keith Keller. They asked the City to provide them with what possible growth may look like in a long-range plan for the City of Altamont. They will provide the information to the County to help protect the areas around the City of Altamont for future growth.
6. **Streets** – The County asphalted Oak Avenue and 2nd and 3rd Streets between Oak and Elm Avenue.
7. **Lansdowne Garden** – The Utility department has been preparing Lansdowne Garden for the patio project.
8. **Food Pantry** - Heath Beasley went through the food pantry to prepare it for the upcoming winters months.
9. **Trash** – The new trash sign for the City Trash site was received and installed last week.
10. **Janitor Position** – Conducted interviews for a new janitor and filled the position
11. **Kansas Department of Labor** – Completed and submitted the City's KDOL safety audit report
12. **Water Meter Pilot Program** - We are working with D.C.&B. Supply to do a pilot program for advanced metering infrastructure (AMI) and new ultrasonic water meters. They will be getting us test meters to try.



- a. Shipping dates have been delayed for the AMI pilot program. They are waiting on the solar end points which would send the readings back to the City Office.
 - b. D.C.&B. is partnering with Smart Earth Technologies and Innovative Utility Solutions to provide the AMI service. Their system can do AMI for electric, gas and water.
 - c. We need to find a solution for our current utility palm pilots which we use to read meters. They are starting to have issues. Bridget received a bid to replace what we currently have but the technology is extremely out-of-date. The bid for 5 palm pilots like our current ones is just over \$16,000.
13. **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. Heather Beasley and Brad Myers met with Darren Marten over updates to the Lead and Copper Survey.

Altamont Police Department

Report

The police department has handled numerous calls during this period from animal control, civil standby's/child exchanges, citizens assist, lake patrol, and safety checks.

Warnings issued for traffic infractions by officers – 15

Citations issued for traffic infractions by officers – 11

A couple medical calls

LCHS football game security

Participated in the LCHS active shooter practice drill.

KBI Adult reports - 1 Possession of Marijuana, 1 Possession of Drug Paraphernalia, 2 Theft,

1 Burglary, 1 Exploitation of Elderly, 2 Domestic Battery , 1 Deprivation of Property, 1 Criminal Damage to property

All officers have been busy with patrol duties and community relations and very proactive lately

Working on training for officers

All officers have been very active with patrol duties and enforcement.

Report submitted by Chief Michael Shields

From: shop@altamontks.com
To: ["LeaAnn Myers"](#)
Subject: UTILITY REPORT
Date: Tuesday, September 12, 2023 10:33:35 AM

MOW AND WEEDEAT CITYSHOP, LANSDOWN GARDEN, PARK, CITY HALL, IDLE HOUR LAKE
CLEAN AND THROW AWAY TRASH, BOXES AND OTHER MISS. ITEMS AT PD
UNLOAD POLY CARTS
ONE/ CALL LOCATE TICKETS 12
GET ROADS READY FOR ASPHALT
REPLACE PRIMARY ELECTRIC FUSE BY HIGH SCHOOL 2ND TIME IN 2 WEEKS ---- HEAT RELATED
TURN UP TRANSFORMER VOLTAGE AT HOLINESS CHURCH, RECRIMP WIRE SPLICES AND CUT
TREES IN LINES
ABANDON 2 GAS SERVICE LINES, BOTH NOT IN USE . 1 WAS LEAKING AT REGULATOR. THAT IS
APPROX. 12 REGULATORS WE HAVE FOUND LEAKING IN THE LAST 6 MONTHS. STARTING TO BE
PROBLEM, METERS AND REGULATORS WERE INSTALED IN 2010.
Meeting with KRWA ABOUT LEAD AND COOPER, ALONG WITH HEATHER
CPR TRAINING ----- THANKS RICHARD . VERY INFORMATIVE. WE ALL ENJOYED IT
PUT UP NEW SIGN AT TRASH TRUCK
GAS METER HIT 502 EAST 3RD , TURN OFF VALVE, BAR HOLE FOR UNDERGROUND LEAKS
LAKE CAMPSITE 10 ELECTRIC SHORT. REPLACE ALL FUSES, 50 AND 30 AMP PLUG INS
MEET WITH BENJA (TRI-STAR) ABOUT SEWER LINE ON 8TH AND WABASH. MAIN LINE COLLAPSED
CLEAN SEWER MAIN ON KARNER BETWEEN 2ND AND 3RD
PUT NEW GAS LINE IN AT 502 3RD METER HIT BY A VEHIECLE
LAKE ---- CAMPSITE 12 REPLACE 20 AMP GROUND FALT BREAKER --- SITE 19 REPLACE 30 AMP
BREAKER

MONDAY 8-28-23

LANSDOWN GARDEN---- TAKE OUT SHRUBS, REPLANT BUSHES, REMOVE SIGNS, MOVE ROCK,
TAKE DOWN ELECTRIC STACK --- 2.0—BM NB
MOVE ELECTRIC POLE, START STRIPING
DIRT 4.0 — BM NB JC JB

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;

ALTAMONT CITY WIDE

Rummage Sales!

Saturday, September 23, 2023

Contact Bridget at the City Office, 620-784-5612.

Pay \$2.00 and provide a list of a few sale items.

Map Deadline is Monday, September 18.

Look for maps at local businesses and the City of Altamont Facebook page beginning the Friday afternoon prior to the sale.

Bulk Trash



September 25 - 27, 2023

NO tires, roofing materials-shingles,
or building demolition will be accepted.

Separate Bulk Trash into Piles of
Metal, Brush, Appliances.

Place items beside street by Wednesday, September 27,
before noon or items may be taken to the large roll-off
dumpster by the water tower.

**Bulk Trash is for those who are paying for trash
service through the City only.**