



# Glen Elder, Kansas

## 2023 City Council Minutes Archive

### January > December

---

### January 3, 2023

The Glen Elder City Council met in regular session on Tuesday night at 7:00 p.m., January 3, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, and Barry McPeak present. Also in attendance: James Reed, Kevin Noller, Brandon Tritsch, Devon Housh, and Jerri Senger.

#### Minutes & Claims

The minutes of the December 5, 2022, meeting were reviewed. Barry made the motion to approve the minutes, Landen seconded the motion and the vote carried with four ayes.

The claims on hand for the month of December amounted to \$53,580.97, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Attorney, Kansas One-Call, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Lori seconded the motion and the vote carried with four ayes.

#### Code Enforcement

James Reed, Code Enforcement Officer, informed the council he didn't have anything to report and he asked if the council had anything they wanted him to look into. Lori Augustine expressed her concerns about Marzolf's trucks driving on South Nash Street. She would prefer them to drive on the streets already designated as truck routes, and not tear up South Nash Street.

#### Utility Rates

The council had a lengthy discussion on connections and utility charges to campground tenants. The cost and logistics of putting a water meter in at each RV hookup was discussed. The council asked to have the attorney draft a campground section to the utility ordinances concerning maintaining the water and sewer charges as long as the landlord has the water on to the campground. The updated connect and utility ordinances will be approved at the February meeting.

#### Ordinances

Barry made a motion to approve Ordinance #751 establishing the salaries of the employees. Lori seconded the motion and the vote carried with four ayes.

Landen made a motion to approve Resolution #23-1, the 2023 GAAP Waiver. Barry seconded the motion and the vote carried with four ayes.

#### Capital Improvement Plan

The council discussed updates to the capital improvement plan.

Equipment was discussed. Since a tractor was purchased and the council already discussed the option of using a crew to oil the streets, a newer basket truck was moved to the top of the list. They felt a newer fire truck should be the next piece of equipment on the list. It was noted the new skid steer should be here this spring.

Infrastructure and community facilities were discussed. The council didn't change much to this list. The council discussed concerned about Main Street going up the hill. The street is wide near Mill Street then gets narrower as it goes up the hill. Devon mentioned curb and guttering are needed to help stabilize the edges of the street. New curb and gutter around the square and on College Street are already on the list. The council asked Devon to get a ballpark figure to replace the waterline from the blending building to the water tower.

#### 2023 Annual Appointments

Mayor Paxson made the following annual appointments:

Council President	Landen Cleveland
Municipal Judge:	Jim Johnson
City Attorney:	Scott D. Wright
City Official Paper:	Cawker City Ledger
Financial Institution:	Guaranty State Bank & Trust Co.
City Clerk:	Jerri Senger
City Superintendent:	Devon Housh
City Park/Cemetery:	Joe Wildfong
City Water/Sewer:	John Mosher
City Treasurer:	Linda Mick
Code Enforcement	James Reed
Fire Chief:	Garry Clark
Assistant Fire Chief:	Cody Thompson
Insurance Agency:	Linton Insurance

COMMITTEE

Light/Electric  
 Water/Sewer  
 Street/Alley/Sidewalk  
 Park/Cemetery/Swimming Pool  
 Building Permit

COMMITTEE MEMBERS

Ch: Angie Behymer, Lori Augustine, Jerri Senger, Devon Housh  
 Ch: Lori Augustine, Dan Winkel, John Mosher  
 Ch: Dan Winkel, Landen Cleveland, Devon Housh  
 Ch: Barry McPeak, Angie Behymer, Pool Manager, Joe Wildfong  
 Ch: Landen Cleveland, Barry McPeak, Devon Housh

Budget Committee: Ch: Mayor, all Council Members, City Clerk, City Superintendent

City Council Meetings:

1st Monday night each month at 7:00 p.m., unless a Holiday, then will be held the following night.

Authorize Clerk to pay payroll 1st of each Month.

Authorize City Clerk to pay bills prior to meeting night to avoid paying penalties.

Landen made a motion to approve the 2023 appointments. Barry seconded the motion and the vote carried with four ayes.

Personnel Manual

The council decided to have a work session on February 6<sup>th</sup> at 6:00 p.m. to discuss updating the personnel manual and the charges to customers.

Clerk's Report

The clerk contacted Emily Benedick, Solomon Valley Economic Director, about the membership letter received last month. She reported SVED Membership dues are used for projects. The City's match for Glen Elder mural funds will begin this month. Emily changed the date she will be using the back office. She will be here on Tuesday, January 17 from 9 am to 4 pm.

The clerk asked which rate to charge Kevin Noller since he is selling items from his new shed. Kevin said his son will be living in the shed in the future. The council decided to charge him residential rates on the shed and Kevin is to contact the city when his son moves in so trash service can be started.

The clerk mentioned Dan Winkel, Barry McPeak, and Landen Cleveland's council terms are up this year.

Council Report

The mayor gave Devon and the clerk a new list of reports to present to the council each month.

With no other business, Barry made a motion to adjourn the meeting. Landen seconded the motion and with four council members voting aye, the meeting was adjourned at 8:16 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
 City Clerk

**February 6, 2023**

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., February 6, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Barry McPeak, and Angie Behymer present. Also in attendance: Scott Smith, James Reed, Annette Ybarra, Mike Poell, Kevin Noller, Andrew Clark, Eldon Behymer, Attorney Scott Wright, Devon Housh, and Jerri Senger.

#### Minutes & Claims

The minutes of the January 3, 2022, meeting were reviewed. Barry made the motion to approve the minutes, Lori seconded the motion and the vote carried with five ayes.

The claims on hand for the month of January amounted to \$65,465.33, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Attorney, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Dan seconded the motion and the vote carried with five ayes.

#### Code Enforcement

James Reed, Code Enforcement Officer, informed the council he contacted the owner of the truck on East Allen Street that hasn't been moved for over a year. The owners will be getting a new key and moving the vehicle by the end of the month. James said his full-time job has doubled his duties and he will try to keep up with his code enforcement job duties.

#### Scott Smith

Scott Smith introduced himself. He has been a full-time Glen Elder resident for four years. He asked the council if something could be done about the summer residents that don't pick up the leaves in their yards. The council asked him to talk to his neighbors. Scott asked about getting some of the street millings at his residence. The council told him to contact Devon.

#### Poell & Ybarra

Mike Poell and Annette Ybarra informed the council the steep angle of their driveway at 333 North Hobart causes damaged to RV's and boats. They are willing to pay for equipment use to fix their driveway. They said they are also interested in the utility rates and ordinances to be discussed.

#### Utility Connect & Rate Ordinances

Attorney Scott Wright explained the updates to the utility ordinances. He has contacted the League about the water rate ordinance, #747, and hasn't received a response yet. Scott also suggested the council consider overhauling Chapter 15 on utilities, of the city codes. The city last codified ordinances in 2014. Dan expressed his concern about changing the connection ordinance at this time, when so many folks have their utilities temporarily off. After reviewing the ordinances and the changes made, Landen made a motion to approve Ordinance #746 setting new connect fees. Lori seconded the motion and the vote carried with four ayes; Dan voted against. A decision on Ordinance #747 was tabled until the March meeting. Landen made a motion to approve Ordinance #748 setting new sewer utility rates. Barry seconded the motion and the vote carried with five ayes. Landen made a motion to approve Ordinance #749 setting new trash rates. Barry seconded the motion and the vote carried with five ayes. Landen made a motion to approve Ordinance #750 setting new electric utility rates. Lori seconded the motion and the vote carried with five ayes.

The council reviewed the utility policy with the updated rates. The clerk informed the council new customers get the utility policy sheet when they sign up for utilities. The council asked the clerk to make sure the policy is on the website, [www.glenelder.com](http://www.glenelder.com).

#### Street Repairs

Devon Housh informed the council the bid to hire B & H Paving to come oil and sand the streets came in at \$67,250.00. He said the company will seal approximately 50-60 blocks at \$1.34 per square yard. Devon said the city would provide the sand which will cost \$23.75 per ton delivered.

He said he checked into rock and it came in at \$43.00, \$54.00, or \$49.00 per ton. Devon stated he would like to try the sand and see how well it works. It was mentioned twice as much sand will be needed than rock to cover the oil. He said they will oil and sand the streets on the hill and around the square first, then do a few blocks downtown with what they have left. Dan made a motion to approve the hire of B & H Paving to oil and sand the streets for \$67,250.00. Landen seconded the motion and the vote carried with five ayes.

#### Electric Vehicles

Devon informed the council District # 272 School Superintendent called asking if the city would have a location for a charging station for the new electric school buses coming. Andrew Clark stated two charging stations will be put at the school's bus lot in Downs, one at the school in Tipton, and one at the school in Cawker. Andrew mentioned the city sharing in the cost of a charging station. The city doesn't have any city owned land a charging station can be put on and the school district closed the school in town several years ago, so that is no longer an option. Devon added that he checked into getting the needed transformer for a charging station and none are available at this time.

#### Personnel Manual

The council will continue working on the personnel manual at a work session on March 6<sup>th</sup> at 6:00 p.m. and will discuss Ordinance #655 and Resolution #10-3.

#### Water Emergency Plan

The clerk informed the council she and Devon updated the water emergency plan, which was emailed to the council on 2-2-23. Barry made a motion to approve the updated water emergency plan. Angie seconded the motion and the vote carried with five ayes.

#### Employee Health Insurance

The clerk informed the council the Blue Cross/Blue Shield grandfathered health insurance premium increased 30% for 2023. She stated they calculated the rates prior to December 1<sup>st</sup> when Joe came on board. The employees filled out health profiles and Blue Cross/Blue Shield is re-evaluating the premiums. The council asked the clerk to shop around for different plans.

#### Building Permit

Barry made a motion to approve building permit #23-1 a new fence for Scott Jordan at 116 W. 2<sup>nd</sup> Street. Landen seconded the motion and the vote carried with five ayes.

#### Employee Report

Devon went over his suggestions for the 5-year Capital Improvement Plan. Most importantly, he would like to get an overlay map of the city's utility lines. He hasn't checked on a price yet. Devon said he visited with Stuart Porter about widening Main Street up the hill. Stuart said it will be an expensive, time-consuming project that would require lots of engineering hours. Under the community facility section, Devon did get bids to replace all the curb and guttering around the square. The bids are per foot at \$38.00, \$45.00, and \$52.00. The council asked how much concrete costs and Devon replied \$175.00 per yard. Landen made a motion to replace the curb and guttering around the square for \$38.00 per foot. Dan seconded the motion and the vote carried with five ayes. The council asked who had the low bid, Devon said Ron Eberle Construction. Devon mentioned Ron may do the project for less than the \$38.00 per foot. This project will be paid for out of the Capital Improvement Fund. It was mentioned the curb and guttering project should be done before the streets are oiled and sanded.

Devon said the number one equipment item needed is a new or newer basket truck. Angie suggested he plan ahead, as the availability is probably not going to be immediate if the basket truck goes down. The council asked him to get bids. Devon mentioned the Fire Department plans to continue to do fundraisers to help with the cost of a new fire truck. Devon said he would like to have

a stand-by 3-phase generator as number three on the list and added a newer dump truck as number four on the equipment list.

Devon informed the council the big wells went down last month and then down again last week. He is working with Pierce Electronics and wants to put in a wireless system to the larger wells. Devon said it will cost no more than \$3,809.99 to have Pierce put in the wireless system. Landen made a motion to have Pierce Electronics put a wireless system in at the large wells. Angie seconded the motion and the vote carried with five ayes.

Devon informed the council, per Dan's request, the bid for a new pool cover from McKee's will cost \$9,577.38 installed. After a brief discussion, Dan made a motion to approve the purchase of a new pool cover from McKee's for \$9,577.38. Angie seconded the motion and the vote carried with four ayes, Barry voting against.

#### Clerk's Report

The clerk informed the council her term as one of the city's KMEA board of directors is due to expire in April and asked the council to replace Eldon with Devon in the Director #2 position. Barry made a motion to extend Jerri's KMEA board of director #1 position and appoint Devon as director #2 for the city. Dan seconded the motion and the vote carried with five ayes.

The clerk mentioned Emily Benedick, Solomon Valley Economic Director, will be at City Hall on March 2<sup>nd</sup> using the back office from 9 am to 4 pm.

The council reviewed the Solomon Valley Highway 24 Heritage Alliance membership information. Landen made a motion to join the Solomon Valley Highway 24 Alliance at the friend level of \$50.00 per year. Dan seconded the motion and the vote carried with five ayes.

The clerk gave the council the reports requested at last month's meeting.

At 8:35 pm Barry made a motion to go into executive session for 15 minutes to discuss non-elected personnel, with the mayor, council, attorney and city clerk present. Angie seconded the motion and the vote carried with five ayes.

At 8:50 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

#### Council Report

Lori mentioned it would be nice for the Lakeside school buses to have fleet cards for the car wash. The council expressed the current payment options are sufficient for the use of the car wash.

Landen thanked the city crew for the snow clean-up last month and thanked the clerk for submitting the cemetery fence grant application.

Angie reported pool manager, Kaetlin Hyman, has four guards hired for the summer. She said Kaetlin has asked the pool hours go back to the original hours. The council approved the pool hours going back to 1:00 pm to 7:00 pm daily.

The council asked Devon how the Lead & Copper surveys are going. Devon said they have received about 50% of them back. He mentioned they will need to dig up and replace about 24 lead goosenecks in the city's water lines.

With no other business, Barry made a motion to adjourn the meeting. Landen seconded the motion and with five council members voting aye, the meeting was adjourned at 8:55 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

## March 6, 2023

A work session was held from 6:00 to 6:55 pm. Council members in attendance were Sheila Paxson, Lori Augustine, Dan Winkel, Landen Cleveland, and Angie Behymer. Also present, City Attorney Scott Wright, City Clerk Jerri Senger and Maintenance Superintendent Devon Housh.

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., March 6, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Barry McPeak, and Angie Behymer present. Also in attendance: Scott Smith, Annette Ybarra, Mike Poell, Kevin Noller, Attorney Scott Wright, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the February 6, 2023, meeting were reviewed. Angie made the motion to approve the minutes, Lori seconded the motion and the vote carried with four ayes, Barry abstained.

The claims on hand for the month of February amounted to \$58,744.46, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Dan seconded the motion and the vote carried with five ayes.

### Water Rate Ordinance

Attorney Scott Wright informed the council the only change made to the water rate ordinance, since the last meeting, was changing "minimum charge" to "monthly minimum customer charge". He and the League found nothing wrong with the way the ordinance is written. It was noted - when the landlord has the water on to the RV park, a water monthly minimum customer charge will be applied to every RV hookup with active electric service. Landen made a motion to approve Ordinance #747 amending water utility rates. Barry seconded the motion and the vote carried with five ayes.

### Poell & Ybarra

Councilman Dan Winkel said Mike Poell and Annette Ybarra had some concerns. Mr. Poell expressed his concerns about the utility rates he is charged at his RV park.

### Utility Connect Ordinance

The council discussed the city crew being called out on holidays and weekends to connect utilities. The council asked to have an amendment drafted to the connect ordinance for an additional fee of \$60.00 to be charged for weekend and holiday connections after 3:00 pm on Fridays. The amendment will be on the April meeting agenda.

### Glen Elder Mural

The council reviewed the mural sketch ideas from Greg Holdren for the Cunningham building on the dam. The council decided on the Waconda Water Jug as the one they want. It was the consensus of everyone present, that a large mural downtown similar to the one in Cawker City and the one going up in Hunter, is what everyone wants for next Glen Elder mural.

### Darel Stuart's Requests

The council reviewed the email sent by Darel Stuart requesting a waiver for both a septic system and propane system at 501 W. Main. It was mentioned city records show Vine Street is 40 feet wide and Main Street is wider from Vine to High Streets. The council felt it best for Mr. Stuart to get his property surveyed, especially since he is questioning property lines. The council decided not to allow Mr. Stuart to put in a septic system on his property, but is willing to allow him to use propane.

### Resolution #10-3

The council asked to have Resolution #10-3 updated and presented at the April meeting. The new fees to be put in the resolution are \$50.00 per piece of city equipment and \$40 per hour per city employee for work done within the city for customers.

Ordinance #655 will remain as written.

### Personnel Manual

The council asked the clerk to make the changes discussed in the work session to the personnel manual, for review and approval at the April meeting.

Use of comp time can begin immediately by employees, if they wish.

### Employee Health Insurance

The clerk stated, Glen Elder was evaluated by BCBS for entrance into KMIT's group health insurance plan. Due to exceeding their pool risk average by 60% the request was denied. As stated last month the current BCBS grandfathered health insurance premium increased 30% for 2023. The clerk informed the council the BlueCare Platinum SG 500/25 plan with BCBS will save the city \$1,739.13 per month and is very similar to the grandfathered plan. Landen made a motion to stay with the BCBS grandfathered health insurance plan. Lori seconded the motion and the vote carried with five ayes.

### EMC Insurance

The council reviewed the letter from Linton Insurance Agency, stating the city's EMC insurance policy will be increasing \$4,076.00 this year, making the annual premium \$33,889.00. Landen made a motion to accept the EMC Insurance policy at the current deductible rate of \$1,000.00. Dan seconded the motion and the vote carried with five ayes. The clerk was asked to get the new premium amounts with higher deductibles for the April meeting.

### Pool Rates

The council felt it best to leave the swimming pool rates the same as last summer. The pool will be open 1-7 pm seven days a week, this summer. Pool Manager Hyman has the pre-season guard meeting set for April 2<sup>nd</sup>.

### Building Permits

Landen made a motion to approve building permits: #23-3 – erect a grain bin building for Lucas Wiseman at 400 N. Nash, #23-4 – a new concrete slab for Don's Guide Service at 309 N. Hobart, #23-5 – a house addition for Don's Guide Service at 308 N. Hobart. Barry seconded the motion and the vote carried with five ayes.

### Employee Report

Devon informed the council his bid quote last month only included the labor. Ron Eberle did lower his bid to \$34.00 per running foot, making the bid total \$32,640.00. Devon said the concrete for the project will cost \$11,500.00. All four sides of curb and guttering will be replaced around the square.

Devon said he will order the sand for the street sealing project. The sand will cost \$17,812.50 delivered. The total street project will cost \$85,062.50.

### Clerk's Report

The city was awarded the Solomon Valley Community Foundation Grant for \$6,000.00 to replace the south fence at the Pioneer Cemetery. The council was happy by this news and gave the okay to order the new fence from Lake Construction.

The clerk informed the council Greg German has added "Places to Stay" and "RV Parks" under the "Businesses and Lodging" tab on the [www.glenelder.com](http://www.glenelder.com) website. He has also added location pins for each address on the new lists.

The clerk mentioned the auditors will be here Thursday. The council felt it best for the clerk to do the budget again this year.

#### Council Report

At 8:25 pm Barry made a motion to go into executive session for 5 minutes to discuss non-elected personnel, with the mayor, council, attorney and Devon Housh present. Angie seconded the motion and the vote carried with five ayes.

At 8:30 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

Angie made a motion to increase Joe Wildfong's wages one dollar, to \$18.50 per hour, as of March 1<sup>st</sup>. Barry seconded the motion and the vote carried with five ayes.

Barry mentioned the cemetery road looks excellent; the city crew has done a good job on that road.

With no other business, Barry made a motion to adjourn the meeting. Lori seconded the motion and with five council members voting aye, the meeting was adjourned at 8:31 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk



**April 3, 2023**

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., April 3, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Barry McPeak, and Angie Behymer present. Also in attendance: James Reed, Scott Smith, Kevin Noller, Eldon Behymer, Attorney Scott Wright, Devon Housh, and Jerri Senger.

#### Minutes & Claims

The minutes of the March 6, 2023, meeting were reviewed. Barry made the motion to approve the minutes, Angie seconded the motion and the vote carried with five ayes.

The claims on hand for the month of March amounted to \$106,684.98, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Dan seconded the motion and the vote carried with five ayes.

#### Code Enforcement

James Reed, Code Enforcement Officer, informed the council there no violations at this time. He expects to get busy with warmer weather and some rain.

#### Utility Connect Ordinance

Landen made a motion to approve Ordinance #752 – which amends the connect fee ordinance adding additional weekend and holiday rates at \$60.00 per meter. Barry seconded the motion and the vote carried with five ayes.

#### Resolution #23-2

Angie asked about Section 5 (a) (b), as it no longer applies. Angie made a motion to approve Resolution #23-2 – which updates the equipment and use fees, striking Section 5 (a) (b). Dan seconded the motion and the vote carried with five ayes.

#### Personnel Rules & Regulations

Lori made a motion to adopt the new Personnel Rules & Regulations with the approval of Resolution #23-3. Landen seconded the motion and the vote carried with five ayes. The council asked to have the Personnel Rules & Regulations reviewed annually.

#### Fire Department

Barry made a motion to approve Tayson Romero as a new city fireman. Lori seconded the motion and the vote carried with five ayes.

#### Summer Help

Devon reported they have only received one application for summer help.

#### Lakes & Waters Byway

The council discussed the upcoming April 12<sup>th</sup> tourism meeting in Beloit trying to establish a *Lakes & Waters Byway* for Highway 24 between Clay Center and Cawker City. The Mayor and Landen plan to attend this meeting.

#### EMC Insurance

The council reviewed the EMC Insurance policy information on the table. Increasing the deductible would've been a minimal savings. Approval to renew the EMC Insurance policy was voted on at the March meeting.

#### Glen Elder Mural

Greg Holdren plans to begin painting the mural on the Cunningham building around June 4<sup>th</sup>. Funds are still needed for the project.

#### Building Permits

Barry made a motion to approve building permits: #23-7 – a building extension for Dave Stortz at 129 S. Mill, and #23-8 a new car port for Brian Kennedy at 213 E. Allen. Landen seconded the motion and the vote carried with five ayes.

#### Employee Report

Devon said the city crew is getting busy with projects. He mentioned the booster station project should be completed next week and all the wells are up and running. The council commented on how well the millings look around well #3.

#### Clerk's Report

The clerk will be on vacation April 12 through April 18. Linda will be in the office those days, except April 18. The clerk asked permission to shorten office hours to 9:00 am to 12:00 pm and 1:00 to 3:00 pm, during that time and closing the office on Tuesday, April 18. The council approved the adjusted office hours.

Stortz Stop 'N Shop will have their Grand Opening on April 14, 15, and 16 from 9:00 am to 6:00 pm.

The clerk asked permission to purchase each of the lifeguards a hat; in addition to a suit and tank top. The council approved the purchase.

#### Council Report

Lori has some black paint she would like to use on the Wilson Neff Sign. The council discussed how the sign needs to be refurbished.

With no other business, Barry made a motion to adjourn the meeting. Lori seconded the motion and with five council members voting aye, the meeting was adjourned at 7:30 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

**May 1, 2023**

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., May 1, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, and Angie Behymer present. Also in attendance: Garry Clark, James Reed, Scott Smith, Kevin Noller, Ryan Duskie, Kyle Spielbusch, Kaetlin Hyman, Devon Housh, and Jerri Senger.

#### Resignation & Appointment

The council read Barry McPeak's resignation as a council member, effective 4-26-2023. The council and Mayor would like to thank Barry for his service, he will be missed at the council table.

Landen made a motion to approve the mayor's appointment of Ryan Duskie to the vacant council position. Angie seconded the motion and the vote carried with four ayes. Ryan took his official oath of office and his seat at the council table.

#### Minutes & Claims

The minutes of the April 3, 2023, meeting were reviewed. Landen made the motion to approve the minutes, Dan seconded the motion and the vote carried with four ayes. Ryan abstained.

The claims on hand for the month of April amounted to \$88,374.34, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Kansas One-Call, City Attorney, and WorldPay bills were reviewed. Angie made a motion to approve the claims. Landen seconded the motion and the vote carried with five ayes.

#### Code Enforcement

James Reed, Code Enforcement Officer, said he didn't have much to report until we receive some rain. Lori Augustine asked about the weeds on North Hobart along the creek, across from Marlene German's. Devon said the city crew will cut them down. She also asked about the Hiserote building on the corner, of Market and Kansas Streets. Glass is falling out of the windows onto the sidewalk. James said he will contact Mr. Hiserote.

#### Audit Report

Kyle Spielbusch, of Jarred, Gilmore & Phillips, PA, went through the 2022 Audit Report. The only note made in the communication letter was for the segregation of duties, which applies to every small town. Kyle said there was one audit adjustment needed, due to a software error, and the council asked him to delete the inaccurate sentence pertaining to who the clerk is married to. These corrections will be made and the audit report will be sent to the state. The council asked if the cemetery trust money can be spent. Kyle will look into that and get back with the council.

#### Swimming Pool

Pool Manager, Kaetlin Hyman reported she has six guards and one substitute guard lined up for the summer. She has a cleaning day with the guards on May 20<sup>th</sup> and the pool will open on Saturday, May 27<sup>th</sup>. She said there are already three private parties on the schedule. There was some discussion about group swimming lessons. With no WSI certified guards this year, there will be no group lessons. Kaetlin said private lessons are up to the guards. Kaetlin mentioned she asked the guards about giving private lessons and the response was not positive. She said her guards are busy and have other activities they are involved in during the summer.

Dan said he is concerned about the trucks and heavy traffic near the pool. He said kids dart across the street and he is concerned for their safety. The council asked to have a sign put up to slow down traffic and discourage large equipment and trucks from driving on Main Street

next to the pool. Devon said the crosswalks will be repainted after the street oiling and sanding is done.

#### Summer Help

Devon reported they have only received one application for summer help and he has a potential returning summer employee. Devon said he has contacted the area high schools to put out his summer help wanted information.

#### Fire Truck Grant

Garry Clark, Fire Chief, said the fire department would like to apply for a Dane G. Hansen Foundation grant to help purchase a new fire truck. They currently have just under \$52,000.00 in their equipment reserve fund and they will be doing another fundraiser, raffling off guns, at Fun Day. He hopes that will bring in around \$10,000.00. Garry asked for the council's approval to hire North Central Regional Planning Commission to do all of the grant paperwork at a fee of \$1,500.00 or for a fee of \$500.00 the city could do the submittals. Landen made a motion to hire NCRPC at a fee of \$1,500 to apply for the Dang Hansen grant. Lori seconded the motion and the vote carried with five ayes. Devon said the grant is due June 1<sup>st</sup> and they will be applying for \$60,000.00.

#### Lakes & Waters Byway

Sheila attended the April 12<sup>th</sup> tourism meeting about establishing a *Lakes & Waters Byway* along Highway 24 between Clay Center and Cawker City. The council is positive about the idea and would like more information on what is required of the city.

#### Glen Elder Mural

Greg Holdren plans to begin painting the mural on the Cunningham building on June 5<sup>th</sup>. Mitchell County Strong has \$4,095.00 collected for the Glen Elder mural. The group will be applying for a grant and will earmark \$3,250 to use toward Glen Elder's next mural. The council asked the clerk to find out how much has been collected since the first of the year for the cities matched pledge. They also asked to have mural donation information put in the next newsletter.

#### Council Elections

June 1, 2023, at noon, is the filing deadline for the three council seats up for election this year.

#### Building Permits

Landen made a motion to approve building permits: #23-9 – a new car port garage for Scott Shaw at 200 E. Kansas. Lori seconded the motion and the vote carried with five ayes.

#### Retirement Notice

The council read the retirement notice from Eldon Behymer. His last day on the job will be June 20, 2023.

#### Employee Report

Devon said the water meter at the state park was hit by lightning. It will cost \$4,000.00 for a new meter. Devon mentioned Larry Wheeler wants to have a portion of his curb replaced along Kansas Street, approximately 30 feet, before he installs his new sprinkler system. Devon estimates the project will cost around \$1,400.00 and Larry is willing to pay half the cost. Devon said he will ask Ron Eberle if he is willing to do the job and report back to the council. The council tabled any decision on the project.

Devon said his crew was called out at 5:02 pm last Friday and asked about getting the previously discussed hour minimum overtime for the time they were out. The council approved

this. Angie asked that a policy be written up concerning lunch breaks when employees are at trainings.

The council discussed Wes Thompson's drainage tube and the dirt being hauled onto the property on College Street. Devon said he has tried contacting Wes and is waiting to hear back from Wes. It was noted that Wes has not obtained a building permit yet for his property and the work he is doing there.

There was a brief discussion about the drainage ditch running alongside Scott Smith's property to the creek. Devon, Dan and a representative from the Beloit NRCS office met with the Smith's and found there to be no issue at the ditch that a good rain could not solve.

#### Clerk's Report

The clerk reported the February 2021 winter storm payments have all been received. She asked a billing question on an RV campground.

#### Council Report

The council commented on how nice the city park looks. Landen wants to meet with Devon about the city signs on the highway. It was mentioned the community club did a great job on the Easter Egg Hunt.

With no other business, Ryan made a motion to adjourn the meeting. Landen seconded the motion and with five council members voting aye, the meeting was adjourned at 8:36 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

**June 5, 2023**

A budget work session was held from 6:00 to 6:55 pm. Council members in attendance were Sheila Paxson, Lori Augustine, Dan Winkel, Landen Cleveland, Ryan Duskie and Angie Behymer. Also present: City Clerk Jerri Senger and Maintenance Superintendent Devon Housh.

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., June 5, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Ryan Duskie, and Angie Behymer present. Also in attendance: Scott Smith, Denise Jackson, Kevin Noller, Devon Housh, and Jerri Senger.

#### Minutes & Claims

The minutes of the May 1, 2023, meeting were reviewed. Angie asked to have an error in the minutes corrected. The minutes should read, "Eldon's last day on the job will be June 30, 2023." Ryan made the motion to approve the minutes with the correction, Lori seconded the motion and the vote carried with four ayes.

The claims on hand for the month of May amounted to \$85,418.79, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Fire Department Hydro Test, and WorldPay bills were reviewed. Angie made a motion to approve the claims. Ryan seconded the motion and the vote carried with four ayes.

#### Employee Recognition

Mayor Paxson asked to have Eldon Behymer presented with his certificate of appreciation and gift for his 29 years as an employee of the city. The Mayor will deliver Barry McPeak's certificate and gift for his time served on the city council.

#### Code Report

The council reviewed the May report from Code Officer James Reed. Lori Augustine asked to have James check into the bones in the back of Tyler Trahoon's pickup. She received a report they smell.

#### Grain Belt Express Grant

Denise Jackson informed the council, per Kevin Noller's suggestion, she applied for and received \$500.00 from the Grain Belt Express Community Grant for the Glen Elder murals. She stated the grants can be applied for quarterly. She asked the council's permission to apply for the money to purchase a 50-inch smart TV, a TV cover and swivel TV mount to be put up at the swimming pool. She would like to use the TV for water aerobics, and mentioned it would be good for music at the pool or to use at night swims. The council liked the idea, but wanted the approval of the pool manager first. Kaetlin Hyman arrived and said she loved the idea. Kaetlin mentioned she had a projector for night swims, but felt the TV would also be nice. The council asked Kaetlin to police what is watched during the day on the TV. Angie made a motion to approve Denise applying for grant money to purchase a TV for the swimming pool. Ryan seconded the motion and the vote carried with four ayes.

#### Fire Truck Grant

Devon informed the council Bri Beck at North Central Regional Planning Commission has submitted the Dane G. Hansen Grant application for \$69,950.00 to use toward the purchase of a new fire truck.

### 2023 Audit Proposal

The council reviewed the proposal from Jarred, Gilmore, Phillips to conduct the 2023 Audit for an amount not to exceed \$7,000.00. The council asked to have a different internal auditor perform and present the 2023 audit report. Angie made a motion to approve the proposal for Jarred, Gilmore, Phillips to conduct the 2023 audit for no more than \$7,000.00. Lori seconded the motion and the vote carried with four ayes.

### Glen Elder Mural

The council is asking for a few residents to form a mural committee. This group will work with Emily Benedick in locating the next mural site in Glen Elder, selecting a mural theme and coming up with fundraiser ideas. Angie has put the word out asking all Waconda East Alumni to donate to the Glen Elder murals. It was mentioned \$800.00 has been raised since January 1<sup>st</sup>, for the next Glen Elder mural. The city will match up to \$2,000.00.

### Floodplain Management

Angie made a motion to approve Ordinance #753 implementing floodplain management zoning regulations within the City of Glen Elder. Dan seconded the motion and the vote carried with four ayes.

### Fun Day

Fun Day will be Saturday, July 29<sup>th</sup>. The council decided not to require vendor applications or fees for the event. The Community Club will be obtaining insurance for the event.

### Fireworks Sale License

Ryan made a motion to approve the Fireworks Sales License for Creighton & Shauna Remus, at 345 N. Hobart, as long as we are still getting moisture and there is not a county-wide burn ban in place on July 1<sup>st</sup> to 4<sup>th</sup>, 2023. Dan seconded the motion and the vote carried with four ayes.

### Building Permits

Lori made a motion to approve building permits: #23-11 – erect a car port at 317 N. Hobart for Tom Jones, #23-12 – dirt work and a retaining wall at 121 N. College for Wes Thompson, and #23-13 – erect a new concrete driveway at 200 E. Kansas for Scott Shaw. Angie seconded the motion and the vote carried with four ayes.

### Council Elections

The clerk reported the following filings for the three open council seats: Kevin Noller, Bob Kastrup, Landen Cleveland, and Lindsey Clark. The general election will be held on November 7, 2023.

### Employee Report

Devon informed the council he visited with Andrew Clark. The Waconda School District has found property on the hill they can put the EV bus charging station on. Devon is waiting to hear back from the school and Andrew on when they are ready to hang their meter.

Devon reported the curb and gutter replacement around the square is coming along nicely. He also mentioned they will be patching the curb at Larry Wheeler's driveway.

### Clerk's Report

The council reviewed the policy on overtime and travel for trainings. The clerk was asked to add; if no evening meal is provided while on overnight meetings, the employee will be reimbursed with receipts.

The clerk asked for suggestions to the summer newsletter, which will be mailed with the June utility bills.

The clerk informed the council, Emily Benedick will be using the back office tomorrow.

#### Council Report

The council discussed the new water connect fees. A couple of the council members felt strongly that the fees should not have been increased during the winter, when water was already off to some residents. Dan made a motion to refund \$200.00 of the re-connect fees since the new ordinance became in effect. He added, the new \$250.00 connect fee will stand for future re-connects. Ryan seconded the motion and the vote carried with four ayes. The clerk was asked to put a note in with the refunds.

It was mentioned that everyone is enjoying the pool and we have sold 19 family pool passes so far.

With no other business, Lori made a motion to adjourn the meeting. Dan seconded the motion and with four council members voting aye, the meeting was adjourned at 7:53 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk



**July 3, 2023**

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., July 3, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, and Angie Behymer present. Also in attendance: James Reed, Kevin Noller, Devon Housh, and Jerri Senger.

#### Minutes & Claims

The minutes of the June 5, 2023, meeting were reviewed. Lori made a motion to approve the minutes. Dan seconded the motion and the vote carried with four ayes.

The claims on hand for the month of June amounted to \$106,327.98, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Kansas One-Call, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Angie seconded the motion and the vote carried with four ayes.

#### Code Report

The council reviewed the June code enforcement report. James Reed, Code Officer, mentioned everything on the list is done or in the process of being completed.

#### Truck & Trailer Parking on Kansas Street

The city has received several complaints about the trucks, trailers, and the large camper parked along both side of east Kansas Street, belonging to the resident at 313 E. Kansas. It makes it impossible for two vehicles to go down the street or for tractors with equipment to pass between what is parked on both sides of the street. The council discussed different options to keep Kansas Street open, especially since it is one of the two designated truck route streets in town. Attorney Scott Wright suggested the council take the weight limit off the current ordinance and re-write the ordinance. The council tossed around the idea of eliminating parking on one side of Kansas Street. The council was concerned about punishing all for the actions of one, so they decided to wait and let James Reed visit with the resident as needed.

#### 2024 Budget

The clerk went through the draft of the 2024 Budget. The county clerk set Glen Elder's revenue neutral rate at 33.179. The city will need to exceed the revenue neutral rate to meet all expenses for 2024. The proposed 2024 mill levy of 38.167, is less than both the 2023 and 2022 mill levies. The council approved the clerk to send the required notice to the county clerk by July 20, 2023. A public hearing will be held on September 5, 2023 at 7:00 pm to review and discuss exceeding the revenue neutral rate and approve the 2024 budget.

#### Building Permits

Landen made a motion to approve building permits: #23-14 to move in an 8x12 shed and deck with a wheelchair ramp for Jeff Nelson at 213 N. Vine Street, and #23-15 to erect a shed with driveway and awning for Chris McKenna at 200 E. Main. Angie seconded the motion and the vote carried with four ayes.

#### Employee Report

Devon informed the council the Waconda School District has a contract with Central Valley Ag for the EV bus charging station to be located on their 25-foot lot at the corner of Mill and Kansas Streets (where the old bank building was). The charging station will be on the southern half of the lot. Devon said he will have the 200-amp service installed for the station and Andrew will install the meter he has built.

Devon said he ordered three new employee safety harnesses for the bucket truck.

Devon reported the curb and gutter around the square turned out good. He said the city crew is patching streets in preparation for the oiling crew.

#### Clerk's Report

The council reviewed the policy on overtime and travel for trainings, and approved it.

The clerk asked the council to review the email from the auditor concerning the Lowdermilk Cemetery Trust money. The interest from the trust money is to be used to purchase artificial flowers for the Lowdermilk family stone each Memorial Day. The trust money cannot be spent.

The clerk informed the council she will be out of the office on July 14, 26, 27, and 28. Linda will be covering the office from 9:00 am to 3:00 pm on those days.

The council reviewed the pictures of Putman's flooded sidewalk, when it rains. Devon said he will look at the sidewalk and report back.

#### Council Report

Landen commented on how awesome the mural looks. The council asked if anyone has signed up to be on the Glen Elder Mural Committee. The clerk said Kaetlin Hyman is the only one she has heard of, so far.

With no other business, Landen made a motion to adjourn the meeting. Lori seconded the motion and with four council members voting aye, the meeting was adjourned at 8:02 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

## August 7, 2023

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., August 7, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Ryan Duskie, and Angie Behymer present. Also in attendance: James Reed, Kevin Noller, Kaetlin Hyman, City Attorney Scott Wright, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the July 3, 2023, meeting were reviewed. Landen made a motion to approve the minutes. Lori seconded the motion and the vote carried with five ayes.

The claims on hand for the month of July amounted to \$108,666.78, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, and WorldPay bills were reviewed. Ryan made a motion to approve the claims. Landen seconded the motion and the vote carried with five ayes.

### Code Report

The council reviewed the July code enforcement report. James Reed, Code Officer, mentioned the dog in one of last month's incidents has until noon tomorrow to be removed. A council member asked James to look at the tall weeds/grass along Hobart Street.

### Fire Truck Grant

Devon informed the council the Fire Department received \$20,000.00 from the Dane G. Hansen Grant to purchase a new pumper truck. He said they made \$10,640.00 on the gun raffle, which brings their portion of the Equipment Reserve Fund to \$67,377.45. The grant plus the Equipment Reserve money total \$87,377.45, for the purchase of the new truck. The council discussed using the Capital Improvement Fund to pay the remaining balance for the new pumper truck. Devon mentioned they will be selling the yellow fire truck, online, as soon as a new truck is purchased and that money will be put into the Equipment Reserve Fund.

### Swimming Pool

Pool Manager, Kaetlin Hyman, informed the council there were no night swims, and six private pool parties were canceled due to storms this summer. She said one family had to cancel four times due to the weather. Kaetlin mentioned having to close early due to school starting earlier than usual. She said the after-season clean-up went well. She asked permission to have water aerobics this and next week. She mentioned no guards would be on duty. After much consideration the council felt it would be a liability to allow anyone in the pool without a certified guard on duty.

Kaetlin mentioned three of her guards will return and three new guards have committed to next summer. Concessions will be done differently next year and purchased through Cash-Wa, instead of Sam's. She mentioned attendance was down this year and asked if opening later in the day would be an option. She will check into the rules and regulations about how many guards you need to have on duty per number of swimmers.

### Ordinances

Landen made a motion to approve Ordinance #754 adopting the 2023 Kansas Uniform Public Offense Codes. Ryan seconded the motion and the vote carried with five ayes. Landen made a motion to Ordinance #755 adopting the 2023 Standard Traffic Ordinances of Kansas. Dan seconded the motion and the vote carried with five ayes.

### Building Permits

Landen made a motion to approve building permits: #23-16 – to build a shop & studio for Tom Ford at 220 W. Kansas, and #23-17 – adding on to both buildings for Seth Krueger at 500 W. Main. Lori seconded the motion and the vote carried with five ayes.

#### Employee Report

Devon informed the council they have had a couple power outages due to a breaker at the substation that is not working properly. He said a couple of the regulators at the substation need inspected and repaired as well. He has contacted Solomon Transformers, asking them to come inspect and repair the regulators, and replace the breaker.

The council read the letter from the Loren Remus family concerning the memorial money to be used for a new Glenwood Cemetery sign. Devon said Roy Winkel will have the sign done this fall. The new sign will be centered between the two brick entrances of the cemetery.

Devon asked permission to remove the crosswalk sign in the middle of the street since the pool is now closed. He reported the summer help is now done and the street oiling crew should be here the week of August 21<sup>st</sup>. They will oil and sand the streets on the hill first, then around the square, and then if they have oil remaining, they will work on the streets east of College Street.

#### Clerk's Report

The clerk asked the council for assistance collecting an outstanding bill. Angie asked her to send the bill notice by certified mail first. If no response, then the attorney will get involved.

The clerk reminded the council, the public hearing for exceeding the revenue neutral rate and the 2024 budget will be held on Tuesday, September 5, 2023 at 7:00 pm. She mentioned it is important to have a quorum present.

The clerk informed the council she will be out of the office on August 28-31. Linda will be covering the office from 9:00 am to 3:00 pm on those days.

The council again discussed Putman's sunken sidewalk. Devon said he will probe the ground around the sidewalk, then contact Ms. Putman.

There was an emergency. Council members Augustine and Cleveland left the meeting, along with Devon Housh.

#### Council Report

Angie asked to have the lead & copper project added to next month's agenda

With no other business, Angie made a motion to adjourn the meeting. Dan seconded the motion and with three council members voting aye, the meeting was adjourned at 7:55 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

## September 5, 2023

The Glen Elder City Council met in regular session on Tuesday night at 7:00 p.m., September 5, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Dan Winkel, Landen Cleveland, Ryan Duskie, and Angie Behymer present. Also in attendance: Emily Benedick, Kevin Noller, Richard Ryan, Kaetlin Hyman, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the August 7, 2023, meeting were reviewed. Ryan made a motion to approve the minutes. Angie seconded the motion and the vote carried with three ayes.

The claims on hand for the month of August amounted to \$131,537.59, plus the outstanding Sunflower Electric Power, WAPA Electric, Rolling Hills Electric, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Ryan seconded the motion and the vote carried with three ayes.

### 2024 Revenue Neutral Rate & Budget Hearings

With a quorum present, Mayor Sheila Paxson opened the Revenue Neutral Rate (RNR) Hearing. There was no public comment on the city exceeding the RNR. Angie made a motion to approve Resolution #23-4 – allowing the city to levy a property tax rate exceeding the Revenue Neutral Rate. Landen seconded the motion.

Dan Winkel arrived to the meeting and took his seat.

The clerk recorded the roll call vote, it passed with four ayes to approve Resolution #23-4. The mayor signed the roll call vote sheet and the resolution. The RNR hearing was officially closed.

Sheila opened the public hearing on the 2024 budget. There was no public comment on the budget. Ryan made a motion to approve the 2024 budget as written. Angie seconded the motion and the vote carried with four ayes. The mayor and council members signed the official copies of the 2024 budget. The public hearing on the budget was officially closed.

### First Impressions Program

Emily Benedick, along with Jan Steen, K-State Extension (via zoom), informed the council the City of Grainfield, Kansas would like Glen Elder to participate in the “First Impressions” program with them. Both communities are of similar size and makeup. Several communities around the state have participated in this program and found it to be very beneficial. The “First Impressions” program is a free program where a group of residents from Glen Elder visit Grainfield and take notes on their “first impressions”. Then a group from Grainfield would do the same in Glen Elder. Neither community is made aware of the visit so they are viewed as they would be any other day of the week. Grainfield is in Gove County and would be a little bit of a drive for each of the volunteers to make the visits. Volunteers are needed to make the visit and fill out the reports. Volunteers are trained, but not reimbursed for expenses incurred during the visits, and will give a community presentation on their findings.

The council liked the idea of participating in the program. Emily will send out the application, which requires the mayor’s signature. So far, the city has three volunteers but needs two or three more volunteers.

### Lead & Copper

Devon reported they are half-way done with the lead and copper household survey inventory. The state has set the deadline of October 2024 for reporting the inventory of lead and copper in the city. Devon said we have 22 to 24 known lead goosenecks in the water main running under Main Street from the blending building up to the water tower. He said all other waterlines in town are PVC. Devon informed the council the city did not get the Kansas Public Water Supply Loan funding that Stuart Porter, Schwab-Eaton, applied for to complete replacing

the cast iron main and lead joints. He said they are still waiting to hear back on the Small Town Water and Sewer Infrastructure Assistance Grant Program application.

#### Park Benches

Devon mentioned Lori & Wayne Augustine want to put two benches in the city park, in memory of their grandson Bramdon. A “buddy bench” will be placed in the playground area, and a regular sized bench will be placed under one of the shelters near the playground area.

#### Building Permits

Landen made a motion to approve building permits: #23-18 – to move in a 10x12 utility shed for Michael Stonecypher at 101 N. Eberle St., and #23-19 – to relocate a garage for Jim Slate to 204 N. Center. Dan seconded the motion and the vote carried with four ayes.

#### Employee Report

Devon informed the council the breaker at the sub-station is antique and oversized. Load testing needs to be done at the sub-station to find out the correct size of breaker needed. He said it has been six years since it has cycled properly. He hopes to have firm figures at the next meeting for replacing the breaker, but he estimates it will cost around \$15,000.00 to \$20,000.00.

Devon said purchasing a stationary on-demand generator for the booster station will cost around \$17,500.00. A mobile generator on a trailer will cost around \$39,500.00. Purchasing a new 3-phase generator is on the Capital Improvement Priority List. The council asked how often a generator would be used. No decision was made, tabled for now.

Devon mentioned there is a hole in the street in front of the old school building, due to the business’s forklifts turning and tearing up the street. He said the spot needs to have concrete put in it. The business will pay for the concrete.

#### Clerk’s Report

The clerk informed the council she will be using a couple vacation days this month and Linda will be covering the office from 9:00 am to 3:00 pm on those days.

With no other business, Ryan made a motion to adjourn the meeting. Dan seconded the motion and with four council members voting aye, the meeting was adjourned at 7:37 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

## October 2, 2023

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., October 2, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, and Angie Behymer present. Also in attendance: James Reed, Kevin Noller, Kaetlin Hyman, Josh Moyer, Attorney Scott Wright, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the September 5, 2023, meeting were reviewed. Landen made a motion to approve the minutes. Dan seconded the motion and the vote carried with four ayes.

The claims on hand for the month of September amounted to \$44,005.84, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Angie seconded the motion and the vote carried with four ayes.

### Code Report

James informed the council he sent a letter to a resident on North Hobart in August. He said the property is looking better, but not great. James said he is starting to notify residents about not parking trailers on the streets, since October 1<sup>st</sup> is here.

### First Impressions Program

The City's application for the First Impressions Program has been turned into the K-State Extension Office. Angie Behymer is the primary contact, with Kaetlin Hyman, Denise Jackson, and Brandon Tritsch on the committee. Angie said the committee will attend a virtual training and visits may happen within the month. The city will publicize and host a community presentation after the visits.

### Swimming Pool Reports

The council reviewed the swimming pool reports. Devon mentioned he is still waiting on a bid for a cover to go over the baby pool.

### Floodplain Management

The mayor and clerk attended a floodplain "violations and enforcement" virtual workshop given by the Kansas Department of Agriculture, Division of Water Resources. The mayor suggested the required floodplain applications be sent into the Mitchell County Emergency Management Director, David Dohe. Residents in the floodplain area have recently received letters from Mr. Dohe. Residents in the floodplain will need to fill out applications for any new constructions, additions, or any other changes to their properties. There are strict requirements for all buildings in floodplain areas. These applications are in addition to the city's building permit applications.

### Murals

The council reviewed the "Murals of Mitchell County" brochure. The clerk read an email update from Emily Benedick on future Glen Elder mural(s). Kaetlin Hyman said she talked to Kelsi Adams about painting a mural on the swimming pool building, she needs a concept for the mural. Donations are still needed for future Glen Elder murals, as well as more mural committee members.

### Building Permits

Landen made a motion to approve building permit: #23-20 – to add a 12 x 12 concrete pad, enlarge the driveway, replace a walkway, and add a dog pen for Bradley Augustine at 208

E. Kansas Street. Angie seconded the motion and the vote carried with three ayes. Lori Augustine abstained.

#### Tom Ford Railing

The council discussed the email from Tom Ford concerning a railing he wants to put on the property line near the new electric school bus charging station. This request is between Mr. Ford and CVA.

#### Executive Session

At 7:34 pm Landen made a motion to go into executive session for 10 minutes to discuss non-elected personnel, with the mayor, council members, and attorney present. Lori seconded the motion and the vote carried with four ayes.

At 7:44 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

#### Employee Report

Devon informed the council the city crew has been busy; trimming trees out of power lines, picking up sand, etc. Devon said he sent in four transformers to be re-built and they all failed, so he has ordered four new transformers. Devon mentioned he is still waiting to hear back about the breaker at the sub-station.

#### Clerk's Report

The clerk informed the council 129 dog tags have been issued, so far, in 2023.

Angie made a motion to join the Solomon Valley Economic Development membership. Landen seconded the motion and the vote carried with four ayes.

#### Council Report

Angie requested a yearly timeline for topics discussed during council meetings. She also asked to have residents reminded about connect fees in a newsletter.

Lori informed the council the new Lion Electric School Bus is here in town. She mentioned she was impressed with the new bus on her test run and she will begin transporting kids with it, this week.

With no other business, Landen made a motion to adjourn the meeting. Dan seconded the motion and with four council members voting aye, the meeting was adjourned at 7:57 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk



## November 6, 2023

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., November 6, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Ryan Duskie, and Angie Behymer present. Also in attendance: Scott Smith, Kevin Noller, Garry Clark, Attorney Scott Wright, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the October 2, 2023, meeting were reviewed. Landen made a motion to approve the minutes. Lori seconded the motion and the vote carried with five ayes.

The claims on hand for the month of October amounted to \$64,592.10, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Attorney, and WorldPay bills were reviewed. Ryan made a motion to approve the claims. Landen seconded the motion and the vote carried with five ayes.

### Fire Department

Fire Chief Garry Clark informed the council he found a 2007 International KME fire truck for sale in Grand Haven, Michigan. Garry explained all the features on the truck, and said the Michigan fire department would hold the truck until tomorrow. He explained Lattin Aviation would fly himself and Devon to look at the truck for a fee around \$2,700.00. Garry said the Michigan fire department would sell the truck to Glen Elder for \$80,000.00, since his budget is so low. He estimates shipping the truck back to cost around \$2,500.00 to \$3,500.00, making the total cost of the truck around \$87,000.00 which is what is in the fire department's equipment reserve fund. Landen made a motion to allow Garry and Devon to fly to Michigan to look at the 2007 International fire truck and purchase the truck, if they want. Lori seconded the motion and the vote carried with five ayes.

Mayor Paxson announced Kyle Thompson has been a member of the City of Glen Elder Volunteer Fire Department for 15-years. He will be given his certificate and pin at the annual fireman's meal later this month.

### Code Enforcement

The council reviewed James Reed's October code report. It was reiterated that semi-truck and trailer parking is not allowed on any city streets. Individuals are encouraged to obtain permission and park on private property if wanting to park in town.

The council briefly discussed the request to have goats clean up a property in town. The city ordinances and codes clearly state goats are not allowed in town, the council felt it best to deny this request and continue to follow the ordinances and codes as written.

### First Impressions Program

Angie Behymer informed the council she made her visit to Grainfield, Kansas today. She said the First Impression visits are to be completed by the end of November. The city will host a community presentation, as soon as all the visits and reports are done.

### Murals

The council briefly discussed a couple mural location ideas and the need for more mural committee members.

### Floodplain Management

The council reviewed the floodplain map of the city, a list of residents in the floodplain, and the required floodplain development permit/application. The clerk mentioned these permits,

once filled out by residents for any property improvements, are to be kept at City Hall indefinitely.

#### Building Permits

Dan informed the council Darel Stuart will be in to get a building permit, when he secures concrete for his grain bin building on his Mill Street lot. Landen made a motion to approve building permit: #23-21 – a new garage, driveway and patio, and moving a car port for Gary Daharsh at 200 W. Allen, #23-22 – a new garage and approach for Brian Newell at 308 N. Center Street, #23-23 – a 30' x 30' addition to the west building for Seth Krueger at 500 W. Main Street. Angie seconded the motion and the vote carried with five ayes.

#### Executive Session

At 7:30 pm Landen made a motion to go into executive session for 10 minutes to discuss non-elected personnel, with the mayor, council members, and attorney present. Lori seconded the motion and the vote carried with five ayes.

At 7:40 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

#### Employee Report

Devon informed the council the car wash credit card reader was sent in to be repaired last month. Devon presented the council with the bid for a wading pool cover. It will be \$1,684.00 for the cover and \$600.00 to \$800.00 for the installation. Angie made a motion to accept the bid for the new wading pool cover. Dan seconded the bid and the vote carried with five ayes. Devon asked to have John Mosher appointed as the second operator contact for the city with KDHE Bureau of Water. Landen made a motion to appoint John Mosher as the second operator contact with KDHE. Ryan seconded the motion and the vote carried with five ayes. Devon said a gentleman from KMEA will be here Wednesday afternoon to look at the sub-station breaker.

#### Clerk's Report

The clerk asked the attorney to clear up some confusion on the set-back footage in the building permit ordinance. Scott stated not less than 10-feet from the property line as established by the city plat line of the street, generally the front of the property, and five-feet from the alley or adjoining property lines. The council briefly discussed buildings around the square, in which case the distance from the street to the building line of a structure is subject to the approval of the governing body. The council reviewed the November utility connect report. The attorney stated occupied residences must have all the utilities connected. The clerk asked permission to close the office on Tuesday, December 26, 2023. The council approved closing the office on December 25 & 26.

#### Christmas Bonus

Landen made a motion to give the full-time employees a bonus of \$650.00 and the office assistant/treasurer \$150.00. Lori seconded the motion and the vote carried with five ayes.

The council asked the clerk to provide wage and insurance amounts budgeted for in 2024, as well as figures for EMC and worker's comp insurances.

The mayor asked Devon to provide the council with a calendar of his work projects.

#### Council Report

The council asked where Christmas decorations will be put now that Ford's building is going up. Devon said they will squeeze all the decorations in the square.

The mayor encouraged everyone to get out and vote tomorrow. The council has three seats and on the ballot.

Attorney Scott Wright informed the council of the cyber-attacks on Kansas governmental offices. He said it's not if, but when computers will be a victim of these cyber-attacks. He said not to open emails that might look suspicious and do not enter onto a website from an email.

With no other business, Ryan made a motion to adjourn the meeting. Landen seconded the motion and with five council members voting aye, the meeting was adjourned at 8:05 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk

## December 4, 2023

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., December 4, 2023, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Dan Winkel, Landen Cleveland, Ryan Duskie, and Angie Behymer present. Also in attendance: Kevin Noller, Lindsey & Garry Clark, James Reed, Attorney Scott Wright, Devon Housh, and Jerri Senger.

### Minutes & Claims

The minutes of the November 6, 2023, meeting were reviewed. Angie made a motion to approve the minutes. Dan seconded the motion and the vote carried with three ayes.

The claims on hand for the month of November amounted to \$48,465.83, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Attorney, and WorldPay bills were reviewed. Angie made a motion to approve the claims. Lori seconded the motion and the vote carried with three ayes.

### Code Enforcement

James Reed asked the council if they had any concerns around town. The council asked him to visit with a couple property owners about cleaning up their properties, and a semi-truck that is parked overnight on Nash Street.

### New Truck

Ryan Duskie and Landen Cleveland arrived. The council went to the fire station to look at the new fire truck purchased from Michigan in November.

### Council Members

Mayor Paxson thanked Dan Winkel for his years of service as a council member and presented him with a certificate. She thanked Ryan Duskie for his previous and current time of service as mayor and a council member. She presented him with a certificate and gift card.

The Clerk took the following oaths from newly elected council members: Landen Cleveland, Lindsey Clark, and Kevin Noller. The new council members took their seats at the table.

### Fire Department

Fire Chief Garry Clark asked for permission to sell the 1992 Pierce fire truck as soon as possible. He would like to list it on Purple Wave with a right to refuse or a reserve amount. After a brief discussion of other possible sites to sell the truck on, Landen made a motion to list the truck for sale, with a reserve of \$10,000.00. Lori seconded the motion and the vote carried with five ayes.

Garry informed the council the fire department received a donation of \$2,280.00 from the sale of the Cawker City First Baptist Church.

### First Impressions Program

Angie Behymer informed the council two more of the Glen Elder committee members need to make their visits to Grainfield, Kansas. She said the Grainfield committee has been trained, but she isn't sure if they have visited Glen Elder yet. She is expecting the community presentation to be held after the first of the year.

### Neighborhood Revitalization Program

The council reviewed the emails from Emily Benedick concerning the Neighborhood Revitalization Program renewal for Glen Elder. The council briefly discussed the program.

Angie made a motion to renew participation in the Neighborhood Revitalization Program. Landen seconded the motion and the vote carried with five ayes.

#### Water Grants

The council reviewed the emails from Bri Beck and Stuart Porter concerning the State Water Plan Funds grants and the Technical Assistance Grant funds available. The council asked the clerk to check with Bri to see if Glen Elder is eligible for the Technical Assistance Grant (TAG). The TAG funds would be used to pay for a "project design" drawn up by engineers for our waterline replacement, which is required by the state for the project to proceed. Lori made a motion to proceed with the TAG application if we qualify. Landen seconded the motion and the vote carried with five ayes.

#### Executive Sessions

At 7:45 pm Landen made a motion to go into executive session for 10 minutes to discuss non-elected personnel, with the mayor, council members, Devon, and attorney present. Lindsey seconded the motion and the vote carried with five ayes.

At 7:55 pm Landen made a motion to go into executive session for 5 minutes to discuss non-elected personnel, with the mayor, council members, Jerri, and attorney present. Lori seconded the motion and the vote carried with five ayes.

At 8:00 pm Landen made a motion to extend the executive session for another 10 minutes to discuss non-elected personnel, with the mayor, council members, Jerri, and attorney present. Lori seconded the motion and the vote carried with five ayes.

At 8:10 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

At 8:11 pm Landen made a motion to go into executive session for 10 minutes to discuss non-elected personnel, with the mayor, council members, and attorney present. Kevin seconded the motion and the vote carried with five ayes.

At 8:21 pm Landen made a motion to extend the executive session for another 20 minutes to discuss non-elected personnel, with the mayor, council members, and attorney present. Kevin seconded the motion and the vote carried with five ayes.

At 8:40 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

#### Wage Review

Landen made a motion to increase full-time and part-time wages by 5%. Increase the Attorney to \$120.00 per hour and the Judge to \$450.00 per year. Increase the code officer by 5% and the swimming pool employees will be discussed closer to the season. Lori seconded the motion and the vote carried with four ayes. Lindsey abstained.

#### Employee Report

Devon informed the council the KMEA rep was here and advised which breaker is needed for the sub-station. Devon said the last time the old breaker worked was in 2017. He said the cost of a re-manufactured breaker is \$16,030.00 and would be 15-weeks out on receiving it. He stated Prairie Land would need to install the breaker, when it comes in. The council tabled any decision on the breaker until January.

Devon said the Christmas lighting went well. He mentioned they moved the Glen Elder limestone sign from north of the car wash, to the east entrance of town near the blending building.

#### Clerk's Report

The council reviewed the November utility connect report. The clerk asked if any of the council had ID.ME identification with the IRS, Angie and Lindsey both do. The clerk advised the

council to be careful opening the emails from the League, as a spam email was received last week.

#### Council Report

Landen mentioned the Christmas lights in the square look awesome this year.

With no other business, Landen made a motion to adjourn the meeting. Lindsey seconded the motion and with five council members voting aye, the meeting was adjourned at 8:52 p.m.

*(These are unofficial minutes, until approved at the next council meeting.)*

Jerri Senger  
City Clerk