



Glen Elder, Kansas

2024 City Council Minutes Archive

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January 2, 2024

The Glen Elder City Council met in regular session on Tuesday night at 7:00 p.m., January 2, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Brandon Tritsch, Trevor Elkins, Attorney Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the December 4, 2023, meeting were reviewed. Landen made a motion to approve the minutes. Kevin seconded the motion and the vote carried with four ayes.

The claims on hand for the month of December amounted to \$54,134.69, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, Kansas One-Call, and WorldPay bills were reviewed. Lindsey made a motion to approve the claims. Landen seconded the motion and the vote carried with four ayes.

EMC Insurance

Trevor Elkins asked the council's permission to transfer the City's EMC Insurance policy to his agency. He has an office in Glen Elder. The council did express wishes to do business as local as possible. Trevor said the Glen Elder office will be open from 9am to 5pm Monday through Friday. They also have an office and full-time staff at the Munden branch. Angie made a motion to transfer our EMC Insurance policy to Mahin Insurance with Trevor Elkins. Kevin seconded the motion and the vote carried with four ayes.

Sub-Station Breaker

Devon informed the council of the bid from Sunbelt Solomon for a re-manufactured three-phase breaker for the sub-station, at \$16,030.00. He mentioned Prairie Land Electric will need to be hired to install the new breaker. He doesn't have a bid on the installation price yet. Devon said the delivery of the breaker is 15-weeks out. Lindsey made a motion to order the breaker plus the cost of installation. Landen seconded the motion and the vote carried with four ayes.

First Impressions Program & Murals

The council reviewed the email from Emily Benedick concerning the First Impressions Program. Angie Behymer mentioned having received the same information. They are waiting to hear back from Grainfield on the public meeting date and time in Glen Elder. They are expecting to know in the next week or so. The public presentation will last about 45 minutes and Emily would like to have a public mural meeting immediately following the First Impressions program.

Lori arrived at 7:15 pm.

Ordinances & Resolution

There was a brief discussion on the draft of the employee wage Ordinance #756. The attorney advised the clerk to add the sections concerning the pool manager and lifeguards to

the new ordinance, since it repeals all of Ordinance #751. Landen made a motion to approve Ordinance #756 establishing employee wages, with the amendments discussed. Lindsey seconded the motion and the vote carried with five ayes.

Landen made a motion to approve Ordinance #757 adopting a Neighborhood Revitalization Plan. Angie seconded the motion and the vote carried with five ayes.

Lindsey made a motion to approve Resolution #24-1 waiving the Generally Accepted Accounting Principals for 2024. Angie seconded the motion and the vote carried with five ayes.

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:	Mahin Insurance Inc.

COMMITTEE

COMMITTEE MEMBERS

Light/Electric	Ch: Lori Augustine, Kevin Noller, Jerri Senger, Devon Housh
Water/Sewer	Ch: Landen Cleveland, Lindsey Clark, John Mosher
Street/Alley/Sidewalk	Ch: Angie Behymer, Lori Augustine, Devon Housh
Park/Cemetery/Swimming Pool	Ch: Lindsey Clark, Angie Behymer, Pool Manager, Joe Wildfong
Building Permit	Ch: Kevin Noller, Landen Cleveland, 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 appointments made by the mayor. Lori seconded the motion and the vote carried with five ayes.

Capital Improvement Plan

The council discussed updates to the capital improvement plan. The following items were all taken care of in 2023 and removed from the list: curb and guttering around the square, the new Pioneer Cemetery fence, a newer fire truck, and selling the oiler truck. Several new items were discussed: update the main pick-up, a new skid steer, updating the Wilson Neff

sign, updating the electrical grid, replacing the cross-arms at the baseball field, and curb and gutter on Main and Kansas Streets after the waterline replacement. A final list will be made at the February council meeting.

Utility Rates

The council briefly discussed the need to continue gradual increases in utility rates to keep up with the increasing expenses. The clerk was asked to get the end-of-the-year figures to council members as soon as possible. The subject was tabled until February.

Employee Report

Devon asked permission to purchase a tree mower stump grinder for \$4,600.00. He said he has the money in his equipment reserve fund. Landen made a motion to purchase the tree mower stump grinder for \$4,600.00. Lori seconded the motion and the vote carried with five ayes.

Devon said they have been trying to replace power poles around town. He is trying to replace about 30 poles per year. He mentioned some of the poles were new in the 70's and are rotten now.

Lindsey and Devon informed the council about the fire hydrant damage done on December 16th at the Garry Clark residence. Devon said they had two city employees each with three and a half hours overtime that night. He did say they were able to repair the fire hydrant and need to re-install it.

Clerk's Report

The council reviewed the delinquent utility accounts list of customers turned over to the State Set-off for collection. The clerk informed the council of only one utility transfer in December. The clerk and council discussed getting laptops or iPads for each of the council members and attorney to use during council meetings. Applying for a grant to purchase the laptops or iPads, was mentioned. It was decided that several things need to be considered and carefully thought through before moving forward on this idea.

Council Report

Landen asked Brandon Tritsch if he had something to ask the council. Brandon asked who he is to call when delivery trucks come in at 2:00 am. He said they park in the street with their engine noisily idling until the business opens, across the street from his residence. He said it is impossible to sleep and he is frustrated about this ongoing situation.

With no other business, Landen made a motion to adjourn the meeting. Angie 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

February 5, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., February 5, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Scott Smith, James Reed, Attorney Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the January 2, 2024, 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 January amounted to \$68,034.05, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, City Attorney, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Kevin seconded the motion and the vote carried with five ayes.

Code Enforcement

Code officer James Reed reported working with a resident on his property clean-up, but it is not going well and over the years no real progress can be seen.

The council asked James to drive around and look at the buildings in town. Some are getting in pretty bad shape.

James informed the council his full-time job is with the state board of EMS. He would like the city to register the AED's in town and make sure they are all fully functioning. He also suggested training employees for first aide and how to use AED's. James suggested having an AED unit the public could access at any time day or night. Having one somewhere in or around the square was mentioned.

First Impressions Program & Murals

Angie Behymer reported First Impressions Program pictures will be taken on February 9th and she hopes to know a meeting date by the next council meeting.

Health & Dental Insurance

The council reviewed the information on the city's Blue Cross Blue Shield health and dental insurance group renewal. Premiums decreased 22% from the 2023 amounts. Landen made a motion to approve the Blue Cross Blue Shield policy renewal for April 1st, 2024. Lindsey seconded the motion and the vote carried with five ayes.

Capital Improvement Plan

The council discussed the suggested updates to the capital improvement plan made by Devon and Jerri, since the January meeting. The clerk was asked to contact the auditor about moving the booster station generator to infrastructure on the capital improvement plan.

Utility Rates

The council briefly discussed the utility rate information the clerk provided. The council asked the clerk to contact KMEA or KMU to conduct a rate study for the city. The topic was tabled until next month.

Water Emergency Plan

The council reviewed the updated water emergency plan for the city. Landen made a motion to approve the plan as written. Lori seconded the motion. The vote carried with five ayes.

Building Permit

Kevin made a motion to approve building permit #24-1 - a new grain bin gazebo for Darel Stuart at 121 S. Mill Street. Lindsey seconded the motion. The vote carried with five ayes.

Employee Report

Devon mentioned he purchased approximately \$1,000.00 of crushed concrete to put in the muddy alleys. He said it only did about half the alleys in town. He stated he would like to purchase more crushed concrete and has the money in his budget.

Devon said the car wash has been very busy the last week and a half.

Devon asked permission to order the stand-by 3-phase 25 KVA generator for the booster station up by the water tower. He stated the shipped price from Boettcher Supply is \$19,680.51. Landen made a motion to approve the purchase of the new generator, as long as the auditor approves it to be considered infrastructure and it's paid for out of the capital improvement plan. Angie seconded the motion and the vote carried with five ayes.

Devon said he will start ordering a few new crossarms for the baseball field lights.

Devon stated the Pierce Fire Truck was sold on Purple Wave Auction for \$3,800.00 and the new owner picked up the truck Saturday, February 3rd.

Clerk's Report

The clerk informed the council of only one utility transfer and two disconnected RV spots in January.

The clerk asked for permission to attend the CCMFOA Spring Clerk's Conference in Manhattan on March 20 - 22, 2024. The registration fee is \$325.00 plus hotel fees. The council granted permission to attend the conference.

The Clerk informed the council Kaetlin Hyman had sent an email stating she is fully staffed for this summer's pool season.

Council Report

Lindsey informed the council she received a phone call from Tiffany (Linton) Schroeder. Tiffany is the owner of Linton Insurance and stated that she owns and will continue to own property in Glen Elder. She would've liked a chance to present a proposal for the EMC Insurance policy, like Trevor Elkins did.

Landen stated he would like all employees to be certified in CPR and how to use the AED machine in the office. He would also like the certification to be added to the personnel handbook.

With no other business, Angie made a motion to adjourn the meeting. Landen seconded the motion and with five 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

March 4, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., March 4, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: David Dohe, Garry Clark, Trevor Elkins, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the February 5, 2024, meeting were reviewed. Landen made a motion to approve the minutes. Angie seconded the motion and the vote carried with five ayes.

The claims on hand for the month of February amounted to \$56,628.19, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, and WorldPay bills were reviewed. Landen made a motion to approve the claims. Lindsey seconded the motion and the vote carried with five ayes.

NIMS Training

David Dohe, Mitchell County Emergency Manager, informed the council about the importance of taking the National Incident Management System (NIMS) training and certification. He said during a disaster it is important to have certified individuals to help. He mentioned all the Beloit city employees, as well as all firemen, EMS, and law enforcement officers in the county have this certification. David suggested the council members take the training.

EMC Insurance

Trevor Elkins went through the city's EMC Insurance policy with the council. The policy renews April 1, 2024 and the premium due that date is \$33,264.00.

First Impressions Program & Mural Program

Angie Behymer gave the council a list of possible dates for the Glen Elder First Impressions and Mural public presentations. The council selected Monday, April 1st at 6:00 p.m. to be held at the Library Community Room. The clerk was asked to advertise the public meeting and confirm the location. The regular city council meeting will be held at City Hall at 7:00 p.m. following the public meeting.

Utility Rates

The Clerk reported contacting Kansas Rural Water Association, they are conducting a water and sewer rate study for Glen Elder. The clerk also contacted Kansas Municipal Energy Agency and they are working on an electrical rate study for the city. She reported the gentlemen doing the studies have several cities ahead of Glen Elder, but hope to have their results by April or May.

Water Conservation Plan

Devon said he is waiting for the gentleman from KRWA to come out and assist with updating Glen Elder's Water Conservation Plan.

Building Permits

Kevin said permits #2 and #4 looked fine. There was a brief discussion on application #24-3, the council felt no permit was needed as it was repairing an existing structure. Kevin made a motion to approve building permits: #24-2 – a 12' x 32' Sturdi-Bilt shed for Harry Harrison at 309 E. Allen, and #24-4 – a 30' x 40' shed/garage for Scott Remus at 212 S. Vallette. Lindsey seconded the motion. The vote carried with five ayes.

KMEA Board of Directors

Devon's KMEA Board of Director #2 position is due to expire in April. Landen made a motion to renew Devon's director position. Kevin seconded the motion and the vote carried with five ayes.

Employee Report

Devon asked if he could start advertising for summer help. He would like a couple summer maintenance employees. The council approved advertising for summer help.

There was a brief discussion on getting a surveillance camera in the office. The council decided against it.

Devon reported the Wilson Neff sign has been updated with a new LED display. The council asked to put community events only on the LED display, no business advertisements.

Devon reported they are almost done collecting the lead and copper surveys from all properties in town.

Devon mentioned the old 8' x 10' booster station building is cleaned out. He asked the council what they wanted done with the building. Making it a possible tornado shelter, was discussed. Devon will do some checking into that idea.

Devon reported their welder quit. He said a new one will cost around \$4,000.00, and he has the money in his equipment reserve fund. The council approved the purchase of a new welder.

Devon said the curb on East Kansas Street is starting to get in really bad shape. The council asked him to get some figures for the next council meeting.

Clerk's Report

The clerk informed the council of only one utility RV connect in February.

The clerk mentioned the idea of switching from utility billing cards to regular 8 ½" x 11" billing sheets. She said the billing cards get damaged during delivery with the postal machines, so most of the bills must go into envelopes. She added, the postal service no longer allows the in-town bills to stay in-town. Everything must go through Wichita. The clerk presented the council with cost information on billing sheets and the currently used billing cards. The custom billing card envelopes are expensive, but the perforated billing sheets cost more than the billing cards. The council is fine with using a new sheet billing, but don't feel it necessary to get perforated sheets. The clerk expects to transition to billing sheets in June.

Council Report

Kevin Noller asked about the city getting its own Facebook page. After a brief discussion, it was the consensus of the council to keep utilizing the Glen Elder Community Club's Facebook page for city announcements.

Kevin said the bridge on the east edge of town looks nice with the trees cut back.

With no other business, Landen made a motion to adjourn the meeting. Lori seconded the motion and with five council members voting aye, the meeting was adjourned at 8:25 p.m.

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

Jerri Senger, City Clerk

April 1, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., April 1, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: James Reed, Scott Smith, Kaetlin Hyman, Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the March 4, 2024, meeting were reviewed. Landen made a motion to approve the minutes. Kevin seconded the motion and the vote carried with four ayes.

The claims on hand for the month of March amounted to \$56,276.46, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, Kansas One-Call, and Mahin Insurance (EMC) bills were reviewed. Lindsey made a motion to approve the claims. Landen seconded the motion and the vote carried with four ayes.

Code Enforcement

James reported a dog complaint last month that was taken care of. He has given the resident at 119 N. Marshall two weeks to get his property cleaned up or he will be going to court. James mentioned he is busy with his regular job and doesn't have time to keep letting folks drag their feet. The council asked him to look at a couple other issues around town.

Angie arrived at the meeting.

First Impressions Program & Mural Program

The council was pleased with the positive results from the First Impressions study. The results will be linked on the Glen Elder website tomorrow.

The council discussed the need for mural committee members, location and theme ideas for murals, as well as the funds still needed for murals in town. Kaetlin Hyman mentioned she would like to see an "I SPY" mural painted on the bathhouse wall in the pool and will visit with Hannah Bowers about the idea. She also likes the idea of putting up a free-standing mural in the grass just south of the swimming pool fence. The council liked the idea of several smaller murals around town. It was mentioned a mural could be painted on one or both of the booster station buildings up by the water tower, a Wizard of Oz theme was mentioned.

Mural fundraising was discussed. Now is the time to donate, with the city matching mural funds.

Utility Rates

The Clerk reported the gentleman with Kansas Rural Water Association will meet with her this week to go over the initial water and sewer rate study. The clerk is still waiting to hear from Kansas Municipal Energy Agency on the electrical rate study for the city.

Water Conservation Plan

Devon said he is still waiting for the gentleman from KRWA to come out and assist with updating Glen Elder's Water Conservation Plan.

Personnel Manual

There was a brief discussion on the idea of paying sick leave upon retirement, with full KPERS retirement points. The clerk was asked to bring the State's retirement plan to the next meeting and the subject was tabled.

2025 Budget Ideas

Informational signage as discussed in the First Impressions presentation was briefly mentioned. Continuing to budget yearly for street repairs was also mentioned. The council reviewed the Capital Improvement List.

Devon informed the council he visited with Stuart Porter about the waterline project, under Main Street. Stuart estimates the project will cost roughly \$500,000.00. Devon asked for approval to apply for a 20-year KDHE loan at 2.05%, since the city has been rejected on all of the grants applied for in the last year. He said he would like to get the lead jointed casts and lead goosenecks replaced all at once, tearing up the street one time. The clerk noted the current KDHE water well loan will be paid off in 2028 and the sewer loan will be paid off this September. Devon mentioned the loan application is due May 15, 2024. Angie made a motion to apply for the KDHE loan. Landen seconded the motion and the vote carried with five ayes.

Building Permits

Kevin said building permit #24-6 for a new 30' approach with a rock drive and west fence for Tom Ford at 212 W. Kansas Street looked fine to him. Kevin made a motion to approve building permit #24-6 for Tom Ford. Landen seconded the motion and the vote carried with five ayes. There was a lot of discussion on building permit #24-7 a new garage for Brian Kennedy. The council didn't feel comfortable approving this permit without the owner knowing where the property line is. The council tabled a decision on permit #24-7 until a survey has been done.

Employee Report

Devon said they are changing out old poles and have been working on the old booster pump building. Devon mentioned he has not received any summer maintenance employee applications yet. The council approved summer help ads to be run on the radio in May, if needed.

Swimming Pool

Kaetlin Hyman said she has four and a half guards; she is sharing one with Beloit. She mentioned like area towns, she is having a problem finding a WSI certified guard to teach group swimming lessons. Kaetlin mentioned she will get WSI certified in October, so she can teach lessons and teach other guards how to give lessons. She asked the council if an iPad could be purchased for the pool. She said the guards are having problems with the cash register and the time clock. Kaetlin would like to get a Square, or some kind of app, so debit and credit cards could be used at the pool. She would also like to use the iPad to send out emails to parents for pool announcements. The clerk will ask what other city's use at their swimming pools. The council gave permission to get an iPad or tablet and some sort of app or system, set-up for the summer.

Clerk's Report

The clerk asked the council to review the March connect report.

The clerk asked if employees could have Aflac payments taken out of payroll. The council approved.

Council Report

Angie said she never received the link for the NIMS training. Lori said she needs the link as well. The clerk will contact David Dohe about the matter.

Landen said he will contact David about the requirements for a storm shelter.

With no other business, Angie made a motion to adjourn the meeting. Landen seconded the motion and with five council members voting aye, the meeting was adjourned at 8:22 p.m.

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

Jerri Senger, City Clerk

May 6, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., May 6, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Linn Bickel, Doug Helmke, Stuart Porter, Brian & Tracy Kennedy, Robert Mangers, Neil Phillips, Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the April 1, 2024, meeting were reviewed. Angie made a motion to approve the minutes. Kevin seconded the motion and the vote carried with four ayes.

The claims on hand for the month of April amounted to \$57,628.04, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, and City Attorney bills were reviewed. Lori made a motion to approve the claims. Lindsey seconded the motion and the vote carried with four ayes.

Landen arrived to the meeting.

2023 Audit Report

Neil Phillips, of Jarred, Gilmore & Phillips, PA, went through the 2023 Audit Report in detail. Neil mentioned just two audit adjustments were needed, and he felt they were due to the software switch during 2023. The only note made in the communication letter was for the segregation of duties, which applies to every small town. Neil did ask the council to pay close attention to the bills and financial documents they sign and are presented at council meetings.

Water & Sewer Rate Studies

Doug Helmke, with Kansas Rural Water Association, presented the council with his water and sewer rate study findings. He gave the council two options of sewer rate studies, one putting a little money into reserves and the other just based on expenses. Both studies recommend increasing sewer rates.

Doug also presented two options of his water rate studies. One of his studies uses more income from the car wash and the other rounds off the monthly minimum fee with a little less from car wash sales. Both of these studies recommend increasing water rates, per thousand and the monthly fee.

The council thanked Doug for his work done on the studies and the topic was tabled until next month.

Waterline Project

Stuart Porter, Engineer with Schwab Eaton, visited with the council about the replacement of the cast iron line and lead goosenecks in the waterline under Main Street from the blending building up to the water tower. He mentioned the city has been unsuccessful in getting grant money for this project thus far, most recently rejected for the Kansas Water Office funds. Stuart suggested applying again for the KDHE Intended Use Plan funds, due on May 17th. He recommended increasing the project amount from the original \$460,000.00 to \$560,000.00. He also suggested applying for the KDHE water loan. He said the city will need to hire NCRPC to assist with applications and he will need to get started on an engineering report which will cost around \$6-8,000.00. Angie made a motion to start the process needed to get funding for the replacement of the cash iron line and lead goosenecks in the waterline under Main Street, with the increase in the project amount to \$560,000.00. Landen seconded the motion and the vote carried with five ayes.

Ord. #758 and Water Conservation Plan

Angie made a motion to approve Ordinance #758 – Water Drought/Emergency Ordinance. Lindsey seconded the motion and the vote carried with five ayes.

Landen made a motion to approve the updated Water Conservation Plan for the City of Glen Elder. Lori seconded the motion and the vote carried with five ayes.

Code Enforcement

City Attorney Scott Wright read the May code enforcement report from James Reed. Scott stated he will send letters to the nuisance structure properties reported by James.

There was mention of the continued problems with idling trucks parking during night hours in front of Lakeside Auction. The business owner, Mike Louthan, has asked the trucking companies not to make deliveries during the night. Mike reported to the city he has ordered “No Overnight Truck Parking” signs he will put up in front of this business.

The council is still concerned about vehicles parking in and blocking alleys, James will be contacted about this.

Glen Elder Mural

Glen Elder’s next mural will be a free-standing mural in the grass area next to, or south of, the swimming pool. Emily Benedick applied for the Kansas Rural Mural Grant, on behalf of the City of Glen Elder. The application was submitted before the May 1st bonus-points deadline.

Seasonal Wages

Devon asked for higher wages for his summer maintenance employees. He said he is having trouble getting anyone to work for less money than can be made elsewhere. Landen made a motion to pay all summer maintenance employees \$13.00 per hour, effective May 1st, 2024. Kevin seconded the motion and the vote carried with five ayes.

The council discussed the wages for the pool manager and lifeguards. Angie made a motion to increase the pool manager’s wages to \$900.00 per month, the third-year returning guards to \$11.50, the second-year returning guard to \$11.25, and new guards to \$11.00 per hour. She added the office assistant will be increased to \$11.00 per hour. All effective May 1st, 2024. Landen seconded the motion and the vote carried with five ayes.

An updated wage ordinance will be presented at the June 3rd meeting for official approval.

Building Permits

Kevin reported on the following building permits: Permit #24-7 a new garage with canopy for Brian Kennedy at 213 E. Allen, looked good now that they have had a survey done and are within the set-back rules. Permit #24-8 enlarging the driveway for Mitchell Gourley at 340 N. Nash also looked good to him. Permit #24-9 to enclose the back porch for Darin Zimmer at 101 N. Vallette. The council agreed no permit was needed as it was an existing structure. Permit #24-5 a new garage and curb approach for Robert Mangers. Kevin said this also is within the set-back rules as they will be removing the old garage. Kevin made a motion to approve all the building permits. Landen seconded the motion and the vote carried with five ayes.

Personnel Manual

There was quite a bit of discussion on the idea of paying sick leave upon retirement or leaving employment. The council reviewed the State’s retirement plan. The council proposed paying out sick leave as follows: 30% after 15 years, 40% after 20 years, and 50% after 25 years of employment. However, they instructed the clerk to contact the auditor about the matter and tabled any final decisions.

Swimming Pool

The council reviewed the swimming pool rates. Lindsey made a motion to increase the private party rate to \$150.00 and the water walker fee to \$2.00 per day. Landen seconded the motion and the vote carried with five ayes.

The clerk mentioned the time clock is plugged-in at the pool and working fine. A new Samsung tablet was purchased for the pool and a new email was set-up – glenelderpool@gmail.com. The swimming pool will be able to take credit cards this summer and a point-of-sale app was found and is on the tablet.

Employee Report

Devon informed the council the swimming pool is full of water. He said they are still changing out old power poles and have done lots of work at the ballfield. He mentioned they will begin street repairs.

Clerk's Report

The clerk asked the council to review the April connect report.

The clerk informed the council the gWorks software company is suggesting everyone go to the cloud. The new gWorks cloud software is more secure and user friendly, plus the city will be able to email utility bills to customers. This new software will cost an additional fee for the remainder of this year and be \$8,600.00 annually. The clerk mentioned with the new cloud software there will be new additional customer fees for credit card and automatic bill payments from bank accounts, plus new account updater fees to the city. The council liked the idea of getting the new, more secure, software and would like to go to the cloud in September or October.

The clerk mentioned the newest computer, purchased in December 2019, is running out of memory. The council asked her to check into purchasing a new external hard drive.

Council Report

Landen said Darel Stuart asked to have his water connect fee waived for his gazebo on Mill Street, across from the square, since the space is available for the public to use. The council said no to this request.

With no other business, Landen made a motion to adjourn the meeting. Angie seconded the motion and with five council members voting aye, the meeting was adjourned at 9:11 p.m.

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

Jerri Senger, City Clerk

June 3, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., June 3, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Kevin Noller, and Angie Behymer present. Also in attendance: Darren Prince, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the May 6, 2024, meeting were reviewed. Lindsey made a motion to approve the minutes. Angie seconded the motion and the vote carried with four ayes.

The claims on hand for the month of May amounted to \$59,759.24, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, Kansas One-Call, KDNS Radio, Compliance One, Cash-Wa, and City Attorney bills were reviewed. Angie made a motion to approve the claims. Lori seconded the motion and the vote carried with four ayes.

KMEA Electric Rate Study

Darren Prince, Regulatory & Rates Manager with Kansas Municipal Energy Agency (KMEA), explained the history and services of KMEA. Darren explained to the council the electric rate review he did for Glen Elder. He stated even with the fund balance decline since 2019, the electric fund has a healthy balance which is very fortunate. Darren said KMEA recommends 180 “days of cash on hand” to cover expenses. In 2023 Glen Elder had 278. However, with the current rate of expenses and the small increase in revenue the number for “days of cash on hand” will decline rapidly. Darren does not recommend a rate increase at this time, but suggests a 2% increase per year for future years. Darren also presented the council with a summer and winter rate design option.

Darren suggested contacting him every three to five years to update the study he presented. The council thanked Darren for doing the rate study. The council members stated they like having a plan and the projections Darren presented.

Fireworks Sale License

There was some discussion and concern on the discharge of fireworks this year with the fourth during the week and the lake fireworks display on the sixth. City Ordinance #708-1 states: Fireworks shall only be discharged between the hours of 8:00 am and 11:00 pm on July 1 through July 4th. Lori made a motion to approve the Fireworks Sales License for Creighton & Shauna Remus, at 345 N. Hobart, unless conditions change and we stop getting moisture, for July 1st to 4th, 2024. Lindsey seconded the motion and the vote carried with four ayes.

Code Enforcement

The council reviewed the May code enforcement report from James Reed. There was a brief discussion about the issue of a resident parking in the alley. The council would like James to follow the notice procedure previously established and if a notice to appear is needed, so be it.

Utility Rates

Angie asked the clerk to figure the “days of cash on hand” quarterly, if possible. The council would like to maintain the current “days of cash on hand” and review all the utility rates in January 2025. The council asked the clerk to put utility rates on the agenda for the November 2024 meeting so they can begin planning for January.

Wage Ordinance #759

Angie made a motion to approve Ordinance #759 establishing employee wages, with the amendments discussed at the May meeting. Kevin seconded the motion and the vote carried with four ayes.

Personnel Manual

The council reviewed the email from the auditor concerning paying employee's unused sick leave upon retirement or leaving employment. The council made a point to mention if an employee is terminated, unused sick leave will not be paid. Angie made a motion to pay sick leave upon retirement or leaving employment as follows: 30% after 15 years, 40% after 20 years, and 50% after 25 years of employment. Lori seconded the motion and the vote carried with four ayes.

2024 Audit Proposal

The council reviewed the proposal from Jarred, Gilmore, Phillips to conduct the 2024 Audit for an amount not to exceed \$7,400.00, up \$400.00 from last year. Lindsey made a motion to approve the proposal for Jarred, Gilmore, Phillips to conduct the 2024 audit for no more than \$7,400.00. Kevin seconded the motion and the vote carried with four ayes.

Glen Elder Mural

Glen Elder was denied the Kansas Rural Mural Grant funds. The council would like to move forward with finding an artist and design for the mural to be placed south of the swimming pool.

Building Permits

Kevin made a motion to approve the following building permits: Permit #24-10 an above ground swimming pool, removing and replacing a sidewalk and add a new concrete slab for John Senger at 304 N. Nash, #24-11 move in a garage with a concrete floor for Seth Krueger at 100 N. Vine Street. Lindsey seconded the motion and the vote carried with four ayes.

Employee Report

Devon informed the council after 5 years of waiting, Neptune can now radio-read electric meters. He mentioned not all the electric meters in town are compatible with the Neptune system, he said they are still changing out old meters. Devon stated the training fee to learn how to read the electric meters is \$1,500.00 and asked permission to schedule the training. Angie made a motion to proceed with the Neptune training for radio-read meters. Lindsey seconded the motion and the vote carried with four ayes.

Devon mentioned the fire station sign is up and asked about the other signs the First Impressions Program results suggested.

Clerk's Report

The clerk asked the council to review the May connect report.

The council reviewed the current rates on the CD's held at the bank. The clerk informed the council city funds can be invested in the Kansas Municipal Investment Pool.

Council Report

The council wants to thank Nancy Stortz and Annette Ybarra for the beautiful flowers they planted and are caring for in the city square. This is the second year these ladies have voluntarily planted and cared for flowers in the square.

The council commented on how well the new cemetery sign looks. The sign was provided by the Loren Remus family.

With no other business, Lori made a motion to adjourn the meeting. Angie seconded the motion and with four council members voting aye, the meeting was adjourned at 8:32 p.m.

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

Jerri Senger,
City Clerk

July 1, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., July 1, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. City Clerk Jerri Senger also in attendance.

Minutes & Claims

The minutes of the June 3, 2024, meeting were reviewed. Lori made a motion to approve the minutes. Kevin seconded the motion and the vote carried with five ayes.

The claims on hand for the month of June amounted to \$49,756.50, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, Compliance One, and City Attorney bills were reviewed. Landen made a motion to approve the claims. Lindsey seconded the motion and the vote carried with five ayes.

Code Enforcement

The council discussed a tall weed issue on North Nash Street. James will be asked to visit with the resident about the violation.

2025 Budget

The clerk went through a draft of the 2025 Budget. The proposed budget will not exceed the Revenue Neutral Rate of 36.949. The official budget hearing will be at the August 5, 2024 meeting.

Building Permits

Kevin made a motion to approve the following building permits: Permit #24-13 replace an existing deck with concrete patio and new steps, a new sidewalk and new awning over patio for Scott Smith at 344 N. Nash, #24-14 new RV concrete slabs for Eldon Behymer at 512 N. Vine, #24-15 a new garden shed and deck for Bill Erb at 108 N. College. Landen seconded the motion and the vote carried with five ayes.

Employee Report

The council reviewed Devon's report. Landen explained the interactive structure concept Devon came up with for the mural to be put up at the pool. The council asked the Clerk to visit with Emily and apply for grant money with Solomon Valley Community Foundation, due August 1st.

Council Report

A resident contractor asked Angie to ask, why the council doesn't have out-of-town contractors submit a license to work in town. There was a brief discussion on the matter.

Kevin said the Lions Club is interviewing older residents and making recordings of Glen Elder's history. These interviews can be viewed on YouTube and will be put on the Glen Elder website.

Lindsey asked the council to read an article in the June/July issue of Kansas Firewire about the new OSHA regulations. These new OSHA rules will be devastating to small fire department budgets, like our city's volunteer fire department. Lindsey asked the council to reach out to legislatures opposing this new federal outreach.

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 7:52 p.m.

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

Jerri Senger, City Clerk

August 5, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., August 5, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Kevin Noller, and Angie Behymer present. Also in attendance: Thomas & Sarah Depew, Trevor Elkins, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the July 1, 2024, meeting were reviewed. Angie made a motion to approve the minutes. Kevin seconded the motion and the vote carried with four ayes.

The claims on hand for the month of July amounted to \$88,274.04, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, and City Attorney bills were reviewed. Lori made a motion to approve the claims. Angie seconded the motion and the vote carried with four ayes.

2025 Budget Hearing

Sheila opened the public hearing on the 2025 budget. With no comments on the budget, the public hearing was officially closed. Angie made a motion to approve the 2025 budget as written. Lori seconded the motion and the vote carried with four ayes.

EMC Insurance

Trevor Elkins informed the council that the city currently has \$500,000 liability coverage for autos. He proposed increasing coverage to \$1,000,000, which would increase premiums \$1,128 per year. He also suggested adding umbrella liability coverage, which the city does not have. This would cost an additional \$1,132 per year. He mentioned if adding the umbrella coverage, the city would also need to increase the auto liability to \$1,000,000. The council made no decision on this.

Trevor mentioned having storm shelter is fine with the insurance. He stated the city may want an engineer to okay the structure as a storm shelter.

Code Enforcement

The council reviewed the July code enforcement report from James Reed. The council and attorney discussed the dangerous and unfit structures in town. Scott will draft a resolution to address these issues for next month's council meeting.

Water

Devon stated the current water wells are doing fine. He asked about getting an additional well. He will gather information and bids, and report back to the council. The council asked to have the connection valve to Rural Water Dist. #2 repaired.

CMB License

The clerk reported everything is in order with the application for a CMB license for Outlaw BBQ. Lindsey made a motion to approve the 2024 consumption on premises cereal malt beverage license to Outlaw BBQ, LLC. Kevin seconded the motion and the vote carried with four ayes.

Utilities

There was a brief discussion about campers using generators on properties in town, without connecting to city utilities. The council will keep an eye on this and review the current ordinances.

Grants

The clerk reported the final report for the fire truck grant was submitted on July 17th, before the deadline. Emily Benedick submitted a Solomon Valley Community Foundation Grant application, on behalf of the city, for the new interactive mural on July 23rd. The clerk stated she will be taking a grant writing class through K-State this week.

The council reviewed the email from Stuart Porter about the cost estimate and engineering service agreement for the waterline project. In the email Stuart informed the council the city was successful in getting placed on the KDHE Intended Use Plan (IUP) list for \$560,000 with \$280,000 of principal forgiveness – which he said is excellent news compared to last year's placement on the list. Devon called Stuart on speaker and the council asked what upfront costs the city would incur with the grant application and how the city will be billed if unsuccessful receiving the grant. Stuart informed the council Schwab-Eaton is currently keeping track of services for the KDHE loan process for the waterline project.

The clerk contacted Katelyn Pahls with North Central Regional Planning Commission asking her about submitting the KWO Technical Assistance Grant application for the city's waterline project. The council reviewed the agreement with NCRPC to submit the grant application at a cost of \$4,700.00. The grant deadline is September 6, 2024. Lindsey made a motion to hire NCRPC to submit the KWO grant application and have the mayor sign the agreement with Schwab-Eaton on the waterline project. Angie seconded the motion and the vote carried with four ayes.

Ordinances

Lindsey made a motion to approve Ordinance #760 adopting the 2024 Kansas Uniform Public Offense Codes. Lori seconded the motion and the vote carried with four ayes. Kevin made a motion to Ordinance #761 adopting the 2024 Standard Traffic Ordinances of Kansas. Lindsey seconded the motion and the vote carried with four ayes.

Building Permits

Kevin made a motion to approve the following building permits: Permit #24-16 to enlarge the concrete driveway and a new concrete curb approach for Robert Mangers at 201 E. Kansas Street, #24-17 a new sidewalk, remodel decks by both entrances, one with a new awning, and a new dog pen for Wanda Backstrom at 201 N. College Street. Lori seconded the motion and the vote carried with four ayes. The council and attorney discussed the building permit ordinances and some of the definitions.

Employee Report

Devon asked the council to approve Graham Taylor as a city fire fighter. Lindsey made a motion to approve Graham Taylor to the fire department. Angie seconded the motion and the vote carried with four ayes.

Devon reported he can get a sewer line to Darel Stuart's property for a cost to him of approximately \$2,000 in supplies. He noted this bid is only good for 30-days. The council would like Darel to submit his building permit for the new structure before the city will install the sewer line.

Devon reported he and his crew helped Cawker City with their large water leak last week.

Clerk's Report

The clerk asked the council to review the July connect report and the example of the new utility billing sheets. She also mentioned the next council meeting will be held on Tuesday, September 2nd.

Council Report

Lori stated Bradley Augustine will be hosting the 2nd annual memorial ride for his son, Bramdon, on September 28th. She asked the council's permission for him to block off the street in front of the library, as he hopes to have a band that evening. The council gave permission the use of the street that evening.

With no other business, Lindsey made a motion to adjourn the meeting. Lori seconded the motion and with four council members voting aye, the meeting was adjourned at 8:12 p.m.

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

Jerri Senger,
City Clerk

September 3, 2024

The Glen Elder City Council met in regular session on Tuesday night at 7:00 p.m., September 3, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Brandt Bolte, Caleb Mahin, James Reed, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the August 5, 2024, meeting were reviewed. Lori made a motion to approve the minutes. Angie seconded the motion and the vote carried with five ayes.

The claims on hand for the month of August amounted to \$52,933.10, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, Stanion Wholesale Electric Co., and City Attorney bills were reviewed. Landen made a motion to approve the claims. Kevin seconded the motion and the vote carried with five ayes.

Code Enforcement

Code Officer James Reed went over the August code enforcement report with the council. The city has a municipal court case on Monday, September 16th. James reported a problem dog is back in town and the council asked James to look into other possible violations.

EMC Insurance

Caleb Mahin, President of Mahin Insurance, introduced himself and Brandt Bolte. Trevor Elkins is no longer affiliated with Mahin Insurance. Mahin Insurance has opened an office at the Guaranty State Bank here in Glen Elder. Brandt will be the agent here in town Monday through Friday, 9:00 am to 3:00 pm. Brandt gave Devon Housh a copy of the City's EMC policy and asked Devon to review it and make sure everything is correct. The council asked Caleb about the umbrella coverage and increased auto liability proposal Trevor made last month. The council asked to have EMC Insurance on the agenda at the next meeting.

Grants

The clerk reported the city received \$2,000.00 from the Solomon Valley Community Foundation Grant for the new mural. Donations are needed as \$3,800.00 is still needed to complete the mural.

The clerk mentioned Katelyn Pahls with North Central Regional Planning Commission will be submitting the KWO Technical Assistance Grant application for the city's waterline project in the next day or two. The grant deadline is Friday, September 6th.

Employee Report

Devon asked the council for permission to trade in the 2018 Bobcat Skid Steer with 700 hours on it, for a new Bobcat machine. The council reviewed the bid from White Star. With the trade-in a new Bobcat Skid Steer will cost \$29,950.31. Devon assured the council he had the money in his equipment reserve fund to pay for the skid steer. Landen made a motion to approve the purchase of a new Bobcat Skid Steer from White Star for \$29,950.31. Lindsey seconded the motion and the vote carried with five ayes.

Devon asked to purchase a curb machine along with attachments for \$7,748.00. Landen made a motion to approve the purchase of a curb machine, using general street fund money. Lori seconded the motion and the vote carried with five ayes.

Devon informed the council the city's lead and copper inventory has been submitted to the state. He mentioned he is still doing some checking into the possibility of a new water well and they have started on the new mural structure next to the swimming pool.

Clerk's Report

The clerk asked the council to review the August connect report, a rough draft of the fall newsletter, and the updated back of the utility sheets.

The gWorks software is scheduled to go to the cloud in November. The software company will be charging new monthly fees to customers and the city, once updated. The clerk also mentioned it will take three days to process payroll, changing payroll date from the first working day of each month to the third. The clerk was instructed to ask the software company about their cyber security policy and how the city will be protected to get up and running on the cloud.

With no other business, Lindsey made a motion to adjourn the meeting. Lori seconded the motion and with four 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

October 7, 2024

**Corrections per the 11-4-24 meeting*

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., October 7, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Brandt Bolte, Dan Winkel, Carolyn Fobes, Julia Rabe, Darel Stuart, Lucas Wiseman, Mike & Christie Louthan, Brandon & Carrie Tritsch, Attorney Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the September 3, 2024, meeting were reviewed. Lindsey made a motion to approve the minutes. Kevin seconded the motion and the vote carried with five ayes.

The claims on hand for the month of September amounted to \$50,598.59, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, and City Attorney bills were reviewed. Landen made a motion to approve the claims. Angie seconded the motion and the vote carried with five ayes.

Dream Big 2.0 Grant

Julia Rabe, Executive Director for the Solomon Valley Community Foundation, informed the council about the Dream Big 2.0 Community Impact Grant available to the City of Glen Elder. She said this is a non-competitive grant and they have \$10,000.00 for each of the seven incorporated towns in Mitchell County. Julia said a requirement for the grant is the city must host a town-wide strategic planning meeting before August 2025. Then a grant application must be filled out by the city for the money and is due by December 2025. She mentioned grant reports will be required, just like other grants. Julia suggested finding something new to use the money on as this grant cannot be used for a budgetary project or item.

EMC Insurance

Brandt Bolte, agent with Mahin Insurance, presented a quote for the umbrella liability coverage, which was previously discussed at the August meeting. Brandt said the additional premium for the remainder of the year would be \$2,407.00, with the increase in the auto liability plus the umbrella coverage of \$1,000,000.00. He also had a quote for cybersecurity coverage at \$1,330.00. The council had questions about what was covered by the cybersecurity insurance.

It was noted, the clerk received the updated policy with the corrections Devon made last month and the addition of the new skid steer and removal of the old skid steer.

**Brandon Tritsch Concerns*

Brandon Tritsch read his letter of concerns with the day-to-day operations by Lakeside Auction across the street from his residence. He mentioned the fork lift operating on the street blocks traffic and drives onto the sidewalk, while unloading trucks. He is concerned about the safety of the children riding their bikes on the street around the fork lift and trucks while being unloaded. It was established that two to three trucks come per week to be unloaded. The attorney mentioned that fork lifts need to obey traffic rules and regulations just like vehicles. Brandon is upset how customers block his driveway and his mailbox, they put merchandise in his yard and throw trash in his yard as well as other yards in the neighborhood. Mike Louthan asked that all the neighbors contact him immediately if one of his customers is parked inappropriately or being disrespectful to their properties. It was mentioned Lakeside's customer traffic is heaviest on Saturdays. Brandon said it is unsafe to get in and out of his own driveway on Saturdays. Brandon is concerned about how the fork lift and trucks are tearing up the street

and asked who is paying for those repairs. Mike stated that he paid for the street repairs in front of his business this summer.

The council asked about parking in front of the building. Mike said the parking spaces in front of his business are on his property. There was discussion on moving the trailer that is currently parked in front of the building, to the north parking lot with his other trailers. Then utilize his front parking area as a truck unloading area, instead of the middle of the street. Mike said he uses the trailers for merchandise storage. There was discussion on cleaning up the trash and clutter around Lakeside's building, as it is not only a code violation but would be a problem for the fire department if a fire broke out in the building. Mike mentioned he has weekly trash pickup.

Carrie Tritsch mentioned Lakeside Auction was a new, small warehouse business when they purchased their house. She asked Mike to test their speakers inside their building, stating it disrupts her work conference calls inside her house – she works from home.

*Mike Louthan – Lakeside Auction

Mike Louthan read his statement to the council. He said this issue started when delivery trucks arrived in the middle of the night and sat idling in the street, waking the Tritsches. Mike said he contacted delivery companies and purchased signs to help remedy the problem. Mike asked the city to release the 20-foot access easement in his north parking lot. Devon mentioned it was the best way to get back into the baseball field and old football field. If the easement were to be released, Mike said he would like to put up a fence to block the view of his north parking lot and he would then be able to utilize the entire parking lot. He even mentioned owning 20 feet behind his building, back to third base, and said he isn't parking trailers back there, but could. Mike said his business is open 8:00 am to 4:00 pm and they are busiest during the summer. The council suggested having Mike's employees park in front of the neighbor's houses. This would free up parking in front of his building and hopefully avoid the customers blocking mailboxes and driveways.

Darel Stuart commented on the trucks backing up through the intersection next to his house and traffic not stopping.

The council informed all present that they can only enforce the city ordinances. Hopefully coming together discussing the issues and sharing ideas to solve them was beneficial to all. Landen thanked everyone for coming.

Code Enforcement Officer

Mayor Paxson read James Reed's resignation, effective October 1, 2024. The council asked the clerk to advertise for the code enforcement officer position.

Attorney Scott Wright presented the council with resolutions he drafted for the clean up of the four dilapidated properties in town. These were the properties discussed at the May 6th, 2024 meeting. Letters will be sent to property owners before the council approves the resolutions.

The clerk reported receiving the following complaints: J-D Trucking has been parking a semi-truck on Hobart Street overnight and on weekends, The Bradley Augustine residence has over the limit of dogs and has dogs not registered, Austin Clark has a trailer and multiple vehicles parked on South Nash Street. The council asked the clerk to send letters to these folks. The council briefly discussed the complaint received about Marzolf trucks driving on South Nash Street.

Swimming Pool Reports

The council reviewed the swimming pool reports. Visitation was up and the concession stand made a good profit. Kevin mentioned the free swims hosted by the Lions Club and Community Club may have helped visitation numbers. He said area towns have free swims every Saturday, hopefully organizations will continue their support next year.

Grants

The KWO Technical Assistance Grant application was submitted before the September 6th deadline. Now waiting to hear if Glen Elder will be selected.

Emily Benedick will be at the Chili Cook-off on Saturday, October 19th selling raffle tickets and gathering mural concept ideas. Cunningham Fiber and the Glen Elder Lions Club both made substantial donations to the mural. The clerk mentioned receiving a few mural donations and selling raffle tickets at City Hall.

Building Permits

Kevin made a motion to approve the following building permits: Permit #24-18 a new concrete slab for Don Zahourek at 308 N. Hobart, #24-19 a new 4x10 ft shed for Steve Jermark at 101 E. Main, #24-20 a new 10x12 ft shed for Michael Predmore at 109 W. Allen. Landen seconded the motion and the vote carried with five ayes.

Employee Report

Devon visited with Prairie Land Electric. They will not change out the substation breaker for the city, so he contacted KMEA and they will do the job. KMEA has plans to complete the work in early November and it will be done in the afternoon, so power will be out two to three hours. Devon mentioned he is waiting on well bids. The mural structure is done. They are now waiting to get the concrete poured and then will put rock around the structure. He informed the council he ordered sand for next year's street projects, as he had leftover money in this year's budget.

Clerk's Report

The clerk asked the council to review the September connect report. She will be attending the November 13th clerk's training in Minneapolis and attended the Sept. 25th KMU water/wastewater utility rate workshop in Cawker City. The clerk said she will be learning the new gWorks software this month and plans to go to the cloud November 1st.

Council Report

Angie said the Indian Festival at the State Park was well done and her grandchildren really enjoyed it.

Kevin mentioned the Lions Club is working on repairing the Statue of Liberty's crown.

Landen commented on how well he likes the mural structure. The council thanked Devon for the mural structure idea and the city crew on a job well done.

With no other business, Landen made a motion to adjourn the meeting. Angie seconded the motion and with five council members voting aye, the meeting was adjourned at 9:10 p.m.

Jerri Senger,
City Clerk

November 4, 2024

A work session to discuss Code Enforcement Officer duties was held from 6:30 to 7:00 pm. Council members in attendance were Sheila Paxson, Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, 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., November 4, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Mike & Christie Louthan, Brandon & Carrie Tritsch, Bradley & Amanda Augustine, Attorney Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the October 7, 2024, meeting were reviewed. Angie made a request to correct the minutes, asking the clerk to redo the paragraph headers to match the agenda. Angie made a motion to approve the minutes with the corrections, Kevin seconded the motion and the vote carried with five ayes.

The claims on hand for the month of October amounted to \$83,926.72, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay and city attorney bills were reviewed. Landen made a motion to approve the claims. Lindsey seconded the motion and the vote carried with five ayes.

Brandon Tritsch – Concerns of Lakeside Auction

Carrie Tritsch thanked the city council and Mike Louthan for listening to their concerns at the October council meeting. She stated, she sees improvements being made. Carrie asked what are the next steps and what is the time-line.

Brandon Tritsch showed security camera footage of the forklift operating in the street, blocking traffic and nearly hitting other vehicles. Brandon also had a clip with an employee verbally harassing him as he pulled out of his driveway. The council instructed Brandon to contact Mitchell County Law Enforcement if being harassed or they feel a law has been broken. The council visited with the two gentlemen about a solution to their concerns. Several ideas and suggestions were discussed. The council asked Mike Louthan if he could move the trailer in the front of the building within 60-days. This will provide a safer unloading area and a parking area for customers when the delivery trucks are not present.

Code Enforcement

The council asked to have the job description for the code enforcement officer updated. Landen made a motion to increase the pay for the code officer to \$350.00 per month. Lori seconded the motion and the vote carried with five ayes. The council asked to have the position advertised until filled and gave the clerk a list of locations to advertise in.

Amanda Augustine introduced herself. She told the council she married and moved to town with three dogs in April. She asked for permission to keep all of the dogs she and her husband have. She mentioned the dogs are all seven years old and older. She said as these dogs pass away, they will get down to the two-dog limit and not go over it again. The council granted her special permission, as long as no complaints are received on the dogs. Amanda was asked to bring the rabies certificates in and get the dogs tagged as soon as possible.

Attorney Scott Wright said the letters to the four dilapidated properties went out this morning. He gave them 30-days to take care of the structures or contact him with a plan.

The clerk informed the council she sent out the three letters discussed last month. The council asked her to send a letter to James Deverman about the trailer he has had parked on East Kansas Street since last week.

Dream Big 2.0 Grant

The mayor asked the council to be thinking of project ideas for the Dream Big 2.0 Grant. She asked to have the topic put on the December agenda. She would like to set up the public strategic planning meeting after the first of the year.

Glen Elder Mural

The council reviewed the mural sketch ideas from Greg Holdren for the new interactive mural. They liked the ideas with a few changes, but look forward to seeing the other sketch ideas that were submitted at the Chili Cook-off. It was noted that the fund raising was successful and we are only \$752. short of the total needed for the project. The council asked if a mural could be painted on the back of the structure, to be viewed while in the swimming pool.

Marketing Opportunity for Mitchell County

The council discussed the incredible marketing opportunity presented to Mitchell County. A one-minute commercial produced by Viewpoint to be featured on the "Great Places to Live, Raise a Family, and Start a Business" series. Landen made a motion to donate \$1,000. to the project and Angie seconded the motion. The vote carried with five ayes.

Kansas Highway 24 Magazine

The council discussed the new Kansas Highway 24 Magazine. They asked the clerk to give them a list of Glen Elder businesses.

Utility Rates

The council reviewed the utility rate studies done earlier in the year. After some discussion, Landen made a motion to increase all electrical usage charges by 2%, leaving the monthly electric customer charges the same. Increase the monthly water customer charge by \$1.00 and increasing the water usage per thousand gallons by 5%. Increase each of the monthly sewer charges by \$1.00, and leaving the monthly trash charge the same. Lindsey seconded the motion and the vote carried with five ayes. These new rates will become effective with the January 19th, 2025 bills. Ordinances will be drafted for next month.

Fire Department

Clerk Senger announced Jerry Clark has been a member of the City of Glen Elder Volunteer Fire Department for 40 years and Devon Housh for 10 years. They will be given certificates and pins at the annual fireman's meal later this month.

Devon said the heavy-duty washing machine in the fire station quit working. They are planning to apply for a grant to replace the washing machine and purchase more bunker gear.

Executive Session

At 9:05 pm Lindsey made a motion to go into executive session for 10 minutes to discuss non-elected personnel, with the mayor, council members, and attorney present. Landen seconded the motion and the vote carried with five ayes.

At 9:15 pm Mayor Paxson re-opened the regular council meeting with no decisions being made in executive session.

Christmas Bonus

Lori made a motion to give the full-time employees a bonus of \$700.00 and the office assistant/treasurer \$150.00, all less withholdings. Angie seconded the motion and the vote carried with five ayes.

Employee Report

Devon informed the council KMEA will be replacing the breaker at the electrical substation on Monday, November 18th starting at 1:30 pm. He said the power will be out in town for approximately three to four hours.

Devon said the Lead & Copper Survey list has been submitted to the state and the newly required tri-fold informational brochures were sent out with the customer bills. He said they will begin hanging lights and putting up Christmas displays this month.

Clerk's Report

The council reviewed the October utility connect report.

The clerk asked about closing the office on Christmas eve. After a brief discussion the council decided to let all employees have off Christmas Eve, as well as Christmas day.

The clerk informed the council there are a lot of issues the software company needs get fixed, before the city can move to the cloud-based software. Programmers are working on the issues and it does not look like the move will happen in November.

Council Report

Angie stated November is Match Month with the Solomon Valley Community Foundation. After some discussion, Landen made a motion to donate \$500.00 to the Solomon Valley Community Foundation. Lindsey seconded the motion and the vote carried with five ayes. The Mayor will present the check on November 15th when they are at Cunningham Fiber.

The council commented on how great the Chili Cook-off was. They thanked the community club for bringing the event back, and the weather was perfect that day as well.

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 9:39 p.m.

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

Jerri Senger
City Clerk

December 2, 2024

The Glen Elder City Council met in regular session on Monday night at 7:00 p.m., December 2, 2024, at City Hall with Mayor Sheila Paxson presiding and council members: Lori Augustine, Lindsey Clark, Landen Cleveland, Kevin Noller, and Angie Behymer present. Also in attendance: Garrett Matthews, Attorney Scott Wright, Devon Housh, and Jerri Senger.

Minutes & Claims

The minutes of the November 4, 2024, 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 November amounted to \$45,461.77, plus the outstanding Sunflower Electric Power, Rolling Hills Electric, WorldPay, Beloit Call, Cawker Leger, and Downs News bills were reviewed. Lindsey made a motion to approve the claims. Angie seconded the motion and the vote carried with five ayes.

K-9 Dog Training

Mitchell County Sheriff's Deputy and K-9 handler, Garrett Matthews asked the council's permission to use the fire station as a training site for his dog. The council approved the request and asked Garrett to coordinate with Fire Chief Garry Clark for the use of the building.

Code Enforcement

Attorney Scott Wright reported the letter to the owner of 208 N. Vine was returned to him undelivered/wrong address. He stated the owner of 200 N. Vine contacted him and is working through title and attorney issues. The owner told Scott the property will be sold and the house will be torn down as soon as the title issues are cleared up. The council allowed her until the next meeting to get the issues settled and the property cleaned up. Scott will contact her. He has not heard from or received the letter back from the owner of 404 & 412 E. Allen. The property owner at 325 N. Hobart has hired a contractor and demolition of the two structures will begin in two weeks.

The clerk informed the council the letter to James Deverman about the trailer parked on East Kansas Street, was returned unclaimed. Devon visited with James and the trailer was moved. The clerk mentioned calling to have two trailers moved off of Vallette Street.

The council reviewed the Code Enforcement job description. Documentation is the key for the new Code Officer. The council wants documentation of all contact with residents given to the council and attorney. They decided a maximum of three verbal warnings will be given to any one resident on a violation. No decisions were made at this time, to fill the position.

Utility Rates

Landen made a motion to approve Ordinance #762 amending the electrical rates charged by the city. Lindsey seconded the motion and the vote carried with five ayes. Landen made a motion to approve Ordinance #763 amending the water rates charged by the city. Kevin seconded the motion and the vote carried with five ayes. Landen made a motion to approve Ordinance #764 amending the sewer service rates. Lori seconded the motion and the vote carried with five ayes. These new rates will become effective with the January 19th, 2025 bills.

Dream Big 2.0 Grant

The mayor would like to set up the Dream Big 2.0 public strategic planning meeting in March or April. There was a brief discussion on possible grant project ideas.

Marketing Opportunity for Mitchell County

The clerk mentioned the \$1,000. donation voted on last month was not needed for the Mitchell County commercial.

Kansas Highway 24 Magazine

The clerk showed the council the example of the small ad sent in for the new Kansas Highway 24 Magazine.

Cyber Insurance

The council discussed the Cyber Liability Insurance Program endorsed by the League of Kansas Municipalities. The council asked the clerk to visit with Mahin Insurance about the coverage they offer.

Building Permit

Kevin made a motion to approve building permit #24-21 for a new RV park at 100 N. Vine Street for Seth Krueger, pending payment of the application fee. Lindsey seconded the motion and the vote carried with five ayes.

Executive Session

At 7:37 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 the attorney present. Lori seconded the motion and the vote carried with five ayes.

At 7:47 pm the mayor extended the executive session for 10 minutes to discuss non-elected personnel; with herself, the council, Jerri, and the attorney present.

At 7:59 pm the mayor extended the executive session for 10 minutes to discuss non-elected personnel; with herself, the council and attorney present.

At 8:10 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 wages as of January 1, 2025, as follows: the full-time employees and the office assistant a 4% wage increase per hour. The Treasurer's salary to \$170.00 per month, the mayor to \$75.00 per meeting and council members to \$60.00 per meeting. Lori seconded the motion and the vote carried with five ayes.

Landen made a motion to increase the 2025 fire department wages, as follows: Increase the chief to \$150.00 per year, Assistant Chief to \$125.00 per year, Secretary to \$125.00 per year, pay all firemen \$25.00 per run and \$25.00 per meeting. Angie seconded the motion and the vote carried with four ayes, Lindsay abstained.

The council will wait until May to discuss seasonal and pool wages.

Employee Report

Devon mentioned the power outage went well.

Devon said the city's oldest water well went down. He contacted Downey Drilling and they will come replace the pump and pipe for \$8,925.00. Devon reported the water levels in the wells are consistent.

Devon informed the council Neptune can now read electric meters. He asked for permission to purchase new radio-read meters. The council would like the city to submit a Section 40101(d) grant application to pay for the new electric meters he requested. The grant application deadline is January 9, 2025.

Clerk's Report

The council reviewed the November utility connect report.

The council informed the clerk they do not like paying for software the city is not using. The clerk mentioned the issues with the software are not fixed yet and that is why the switch has not been made. She commented on several cities that are on the new software and they have problems, daily. The clerk was instructed to get in touch with cities that are successfully using the gWorks Cloud software.

Council Report

Angie asked the clerk to remove the previous Code Officer's name from the website. The council commented on how nice the Christmas Lighting was 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 8:39 p.m.

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

Jerri Senger
City Clerk