

Glen Elder City Council Minutes
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