

**CITY OF HARPER, KANSAS
COUNCIL MEETING
MONDAY, FEBRUARY 14, 2022 6:30PM
Mayor Scott Blubaugh**

Council met in regular session with Mayor Scott Blubaugh in chair. Present were Eric Barker, David Earls, Kenneth Leu, Lonnie Teel and Brande Voegel. Rose Ann Green was absent.

CONSENT AGENDA

Minutes of the January 24, 2022 Council Meeting.

Minutes of the January 31, 2022 Special Council Meeting.

Appropriation Ordinance No. 02142022

Order of Violations:

- Chapter 28 Article II Section 28-19:
 - 620 W. 8th St.
 - 221 W. 16th St.

Motion by Lonnie Teel second by Ken Leu to approve the consent agenda. Motion carried 5-0.

Admin. Hartson reviewed the Schedule of Fees with the governing body. She noted that changes were made to include fees that had been missed on the first schedule, pulling the values that had been previously set by ordinance and all permits that were not yet \$50.00 were increased to \$50.00 so that all permit fees were consistent.

Motion by Eric Barker second by Lonnie Teel to adopt Resolution No. 831-22 a resolution establishing a schedule of fees to be charged for certain services, permits and licenses provided by the City of Harper, Kansas. Motion carried 5-0.

Admin. Hartson presented council with the cost sheet to upgrade the bulk water coin machine to allow for bills and coins, rather than just quarters and nickels. The current machine was so aged that all the internal components were worn out and the system was constantly under repair. Parts were becoming harder to source due to the age. There was the option to upgrade to include debit/credit cards, but staff was not recommending. It would be additional fees for card users and data connections for the card reader, ultimately adding more opportunities for malfunction. Council was in favor of the upgrade to bills and coins only, and adjusting the rates to match hydrant bulk water costs.

Councilmember Teel discussed with council the idea of relocating the City Administrator's office downstairs. He felt the relocation would allow for more focused work on larger projects without the regular disruption that happens naturally when the individual is the first person people see when they walk through the door, as well as provide for more private conversations related to personnel or economic development discussions. Shutting doors and blinds would be an option, but it creates a closed-door environment that is not user-friendly, and the doors are not sound proof and anyone in the office can hear the conversations whether they're trying to or not. The additional space would also allow for the spreading out of project material. Council members were in favor of exploring the idea, but they had some concerns about moving it into the basement. They didn't feel it would resolve interruptions, once it became common knowledge of the administrator's office being downstairs, people wanting to talk directly to the administrator would bypass the front office and just go down the stairs. Another concern was safety. The City had undertaken costly remodeling to secure the administrative offices from outside threats, to relocate the administrator's office, it would defeat the purpose. Council took no action and wanted to evaluate other possibilities and cost estimates.

UNFINISHED BUSINESS City Attorney Phil Unruh found another 10-12' strip of land that appeared to be unclaimed in Sycamore Development, he sent his inquiry to Lisa Lilja with Security First Title for research. She had reviewed and agreed with the assessment. Baughman was in the process of providing the legal description of the unclaimed portion so that both areas of concerns could be addressed at the same time with the heirs of Norma Reed.

The personnel set the final review of the compensation analysis for February 22, 2022.

Wilson had provided Street Superintendent Miller with preliminary analysis of the streets. Mr. Miller had reviewed and confirmed all surfacing types and evaluation.

NEW BUSINESS Admin. Hartson informed the governing body that the airport lounge's condition was an area of concern. Rather than applying for a grant to build a new one, staff felt that repairs and paint would bring the structure back to good condition. The frames on the doors and windows were rotted out, the roof needed replaced, along with the siding and interior floors. The work had been put out to bid. Staff would do the painting. All licensed contractor's in the field of work were personally sent a Request for Proposal and there was also a notice put in the newspaper. RFP's were due back March 4, 2022.

The replumbing of City Hall to address the copper plumbing that runs through the concrete floor before it became an issue was also put out to bid. The RFP's were sent to Darnell Electric, Eck Electric and Hazel Sheet Metal. Those bids are also due March 4, 2022.

Councilmember Barker asked about the fuel system grant application. Grants awards should be announced before the end of February.

DEPARTMENT REPORTS Police Chief Burns had provided the monthly statistics for the department activities. He informed council that they are continuing their efforts to address health nuisances, but they are taking the approach of two at a time so staff doesn't get lost in the weeds. He announced that Sgt. McCann and K9 Bruce Lee had been training up in Wichita with Highway Patrol, Sedgwick County and Wichita PD. Their training with that group allowed for the opportunity for them to certify with the Kansas Highway Patrol, which was the most rigorous certification in the state.

The water department installed the new meter at Spring Creek, which was moved up the priority list due to the property experiencing a sizable leak. The crew was able to complete the installation with only a thirty-minute interruption in service to the adjacent customers. They also repaired a water leak at the city shop. The water treatment plant overflowed again, and it is believed to be another valve issue. Upgrading the software sooner rather than later is going to be necessary.

Public Works took advantage of an opportunity to partner with USD 361. The City entered into an equipment use agreement with them for the FFA to utilize the portable welder that the City owned. Justin McCartney was the sponsor of the local association, and was responsible for oversight of its use by the student members.

There were two burials by the sexton.

Admin. Hartson set up a meeting with the street committee to meet with Street Superintendent Miller to review all the street sweeper options that had been researched.

Harper Industries found an opening to come assist us in putting Santa's house back in storage.

NOTICES & COMMUNICATIONS Devyn Hoy will begin her employment with the City February 16th.

Motion by Brande Vogele second by Ken Leu to adjourn. Motion carried 5-0.

Tiffany M. Hartson, CPM, CMC
City Administrator/Clerk