
MINUTES

BASEHOR CITY COUNCIL

March 22, 2004

6:00 PM

Basehor City Hall

Presiding: Mayor Joseph Scherer

**Members Present: Pres. Julian Espinoza (arrived at 6:05 p.m.), John Bonee,
Iris Dysart, Bill Hooker, Keith Sifford**

**Staff Present: David Fuqua, Mike Hooper, Mary Mogle, Gene Myracle, Baron
Powell**

Newspaper: Josh Roberts, Basehor Sentinel

The March 22, 2004 council meeting was called to order at 6:00 p.m. by Mayor Joseph Scherer. Roll call was answered with all members present except Julian Espinoza. Pledge of Allegiance was recited followed by a moment of silence.

MINUTES

A motion was made by B. Hooker and seconded by K. Sifford to approve the minutes of March 8 and 15, and telephone poll of March 11, 2004. All aye. Motion carried 4-0.

(Julian Espinoza arrived at 6:05 p.m.)

FINANCIAL REPORTS

City treasurer, Baron Powell, pointed out there are open invoices on the accounts receivable report that are over a year old and urged council action. No action was taken at this time.

A motion was made by K. Sifford and seconded by J. Espinoza to approve the Treasurer's Report and Vendor Payments as submitted. Discussion followed. All aye. Motion carried 5-0.

SCANNED

2-16-07 *BT*

STAFF REPORTS

City Administrator

The city administrator reported he met with the school board regarding the proposed economic development project (Project Wildcat) and he has also submitted a letter to Alco in regards to locating a grocery store in Basehor.

City Clerk

The city clerk reported she had three agenda items. The first item was to approve bids for the remodeling of the council chambers and the administrative offices. The second item was the approval of the General and Liability Insurance package in the amount of \$38, 026.00; and third is the exclusion of Terrorism Insurance for Kings' Construction.

Chief of Police

Mayor Scherer announced he received a letter from Chief Weston announcing his retirement effective April 2, 2004. He noted action to accept the letter would be handled under Action Items.

City Superintendent

The city superintendent reported the impellers for the Falcon Lakes lift station are scheduled for installation on March 23rd and all the information concerning the North Interceptor Line was approved by Ponzer Youngquist and forwarded to Kansas Department of Health and Environment for final acceptance.

Mr. Myracle stated in 2003 he requested the purchase of dialers for the lift stations at 155th & Cedar, 155th South by Skaggs Property and Crestwood; however, the council chose not to make the purchase at that time. He explained based on previous sewer backup problems, he is back to ask council to reconsider their decision and allow him to order the dialers. The dialers would allow him to be notified when a station was malfunctioning. At the present time, he relies on city staff and residents to call him when they see a red light appear on one of the stations. Mr. Myracle stated there would be a connection to run the telephone lines into the lift stations and a monthly maintenance charge from Southwestern Bell, but was not sure what that cost would be.

Councilman Hooker stated he was not comfortable voting to approve the purchase of the dialers until he knew the Southwestern Bell charges and asked if this matter would be handled via telephone poll.

UNFINISHED BUSINESS*Item #1. Governing Body Retreat*

Mayor Scherer announced the Governing Body retreat has been scheduled for April 17, 2004 at Cabela's from 8:00 am to 5:00 p.m.

Item #2. Remodeling of Administrative Offices & Meeting Room

The city clerk announced the bid for the chairs and the bid from MAAC Cleaning for carpet are only good until April 1. Some council members were concerned that because there was a cost difference of \$4.78 per yard that the carpet was not comparable. The city clerk suggested approving the purchase of chairs and postpone action on the carpet until she could contact both companies to obtain more information regarding warranty and grade of the carpet.

NEW BUSINESS*Item #1. General Liability Insurance Package for Period 4/1/04-3/31/05*

The General Liability Insurance renewal package for period April 1, 2004-March 31, 2005 was \$38,026.00 with the addition of \$103.00 for Terrorism Insurance.

Item #2. Request for Terrorism Insurance for King's Construction/Pinehurst Dev.

The city clerk reported she contacted the city insurance agent regarding this matter and was informed that if the city chose to exclude Kings Construction from obtaining Terrorism Insurance, the City of Basehor would ultimately be responsible.

Item #3. Purchase of Lift Station Dialers

Mr. Myracle received two options for the dialers and recommended the purchase of Option 1B that being \$795.00 per dialer for a total of \$2385.00. The City would still need to contract with Southwestern Bell for service.

Item #4. Advertise and Adoption of Job Descriptions for Street Maintenance and Wastewater Positions

The city superintendent requested adoption of three new job descriptions. He noted the Wastewater Supervisor job description is a revision of an existing one that combined both wastewater and street duties. This job description helps to streamline his wastewater supervisors duties. The other two job descriptions are for entry level wastewater and maintenance positions.

Council discussed the purpose of adopting the job descriptions prior to approval to hire for the position. Mr. Myracle explained the job descriptions were the first step before advertising for the positions, which have already been budgeted. He explained the maintenance position was budgeted last year, but never filled and the wastewater position was budget for year 2004. President Espinoza suggested adopting the job descriptions as presented and direct the city administrator to review the public works department for its needs.

CITIZENS AND PETITIONS

Item #1. George Smith, Pride President (14923 Parallel, Basehor, Ks)

a. Resolution Supporting PRIDE Program for 2004-05 Year

Mr. Smith requested Council adopt a resolution supporting the PRIDE organization for PRIDE year 2004-05. The passage of the resolution is a requirement by the State PRIDE program.

b. Donation for 4th of July Fireworks Display

A request for \$1500 toward the 2004 Fireworks Display was made by Mr. Smith. He noted donations were down and the county was not able to contribute this year.

Mayor Scherer informed Mr. Smith he supported the request; however, he urged the organization to consider locating the discharge of the fireworks farther south. He explained he received a trash sack full of firework debris from a citizen in Crestwood Subdivision. The citizens were concerned about the debris landing on their roofs and burning their homes down. Mr. Smith stated he would speak to the pyrotechnics about his concerns.

*Item #2. Roger Brandt, (15525 Hollingsworth Rd., Basehor, Ks)
Fairmount Township Fire Dept.
Re: Improvements to Fire Station and Parking Lot*

Mr. Brandt appeared on behalf of the Fairmount Township Board to update the city council regarding the future improvements to the township hall and parking lot. He explained the project is in the planning stage and from there, a design plan would be produced. Mr. Brandt noted both the city and township hall would lose parking spaces and need to address drainage for both properties. He requested permission to work with the city staff to develop a plan that would benefit both areas.

Council expressed interest in working with the Fairmount Township Board to improve the parking lot and authorized the staff to work with the board.

Item #3. Citizen Comments Regarding Agenda Items

Mayor Scherer announced this was the portion of the meeting where citizens could comment on agenda items. He asked twice and no one came forward; therefore, the public portion of the meeting was closed.

ACTION ITEMS

Item #1. Governing Body Retreat

A motion was made by K. Sifford and seconded by J. Espinoza to approve the Governing Body Retreat for April 17, at Cabela's from 8:00 am to 5:00 p.m. All aye. Motion carried 5-0.

Item #2. Approve or Deny General Liability Insurance Package for Period 4/1/04 – 3/31/05

A motion was made by J. Espinoza and seconded by B. Hooker to approve the General Liability Package as presented (\$38,026.00) and add Terrorism coverage for an additional \$103.00. All voted in favor except Councilwoman Dysart. Motion carried 4-1.

Item #3. Approve or Deny Request for Terrorism Insurance for King's Construction/Pinehurst Dev

A motion was made by J. Espinoza and seconded by K. Sifford to deny exclusion from Terrorism insurance for Kings Construction. All aye. Motion carried 5-0.

Item #4. Approve or Deny Purchase of Lift Station Dialers

A motion was made by J. Espinoza and seconded by K. Sifford to approve the purchase of three dialers in the amount of \$2,385.00 and monthly service fees from Southwestern Bell. All aye. Motion carried 5-0.

Item #5. Approve or Deny Advertise and Adoption of Job Descriptions for Street Maintenance and Wastewater Positions

A motion was made by J. Espinoza and seconded by K. Sifford to address job descriptions and not advertising at this meeting. Espinoza, Sifford, Dysart-Aye. Hooker, Bonee-Nay. Motion carried 3-2.

Item #5A. Approve or Deny Advertising for the Positions of Maintenance Laborer and Wastewater Operator.

A motion was made by J. Espinoza and seconded by K. Sifford to approve the job descriptions as presented. Espinoza, Sifford-Aye. Hooker, Bonee, Dysart-Nay. Motion failed 2-3.

Item #6. Approve or Deny Resolution Supporting PRIDE Program for 2004-05 Year

A motion was made by J. Espinoza and seconded by B. Hooker to approve the resolution as presented supporting the PRIDE program for year 2004-05. All aye. Motion carried 5-0.

Item #7. Approve or Deny Donation for 4th of July Fireworks Display

A motion was made by J. Espinoza and seconded by K. Sifford to approve a donation of \$1500 to PRIDE for the 2004 Fireworks display. All aye. Motion carried 5-0.

Item #8. Approve or Deny Remodeling of Administrative Offices & Meeting Room

A motion was made by J. Espinoza and seconded by J. Bonee to proceed with the remodeling of the council chambers and administrative offices as presented with the exclusion of the carpet bid with council reserving the right to be polled upon receiving further research on the carpet. All aye. Motion carried 5-0.

Item #9. Approve or Deny Letter of Retirement of Chief of Police

A motion was made by K. Sifford and seconded by J. Espinoza to accept the chief of police's letter of retirement effective April 2, 2004. All aye. Motion carried 5-0.

Mayor Scherer stated Chief Weston gave the City fifteen years of loyal and dedicated service and suggested having a nice retirement party for him, possibly at Falcon Lakes club house. Councilman Bonee agreed stating he would give \$150 toward the room rental. The mayor stated he could authorize expenditures up to \$1,000 and directed the city clerk to organize the function for April 2nd. He felt that was the least the City could do for so many years of service.

EXECUTIVE SESSION

A motion was made by J. Espinoza and seconded by K. Sifford to convene into executive session for a period of thirty minutes to discuss legal issues and concerns from a property owner. All aye. Motion carried 5-0. (7:20 p.m.)

At 7:50 p.m. the mayor called the regular meeting back to order announcing that no formal action was taken in executive session.

MAYOR'S REPORT

Mayor Scherer announced on March 23rd at 12:30 p.m, post office officials would be meeting to discuss the location of a future post office. He asked Council members if they still supported the location at 155th & Crestwood as their first choice and their second choice being that of a lot located on 158th Street. Council concurred.

COUNCIL MEMBER REPORTS

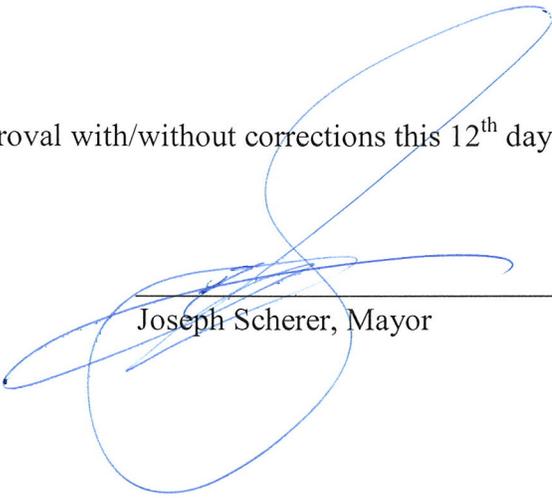
There were no council member reports.

ADJOURNMENT

There being no further business to discuss, a motion was made by K. Sifford and seconded by J. Bonee to adjourn the meeting. All aye. Motion carried 5-0.

Submitted for Council approval with/without corrections this 12th day of April,





Joseph Scherer, Mayor

Attest:



Mary A. Mogle, City Clerk