

MINUTES

BASEHOR CITY COUNCIL

March 15, 1999

7:00 PM

Basehor City Hall

OFFICIAL PRESIDING: MAYOR JOHN PFANNENSTIEL

**MEMBERS PRESENT: Pres. Robert Vervaecke, Joseph Odle, Charles Wilderson,
Victor Ziegler and Burl Gratny**

**Staff Present: Mary Mogle, City Clerk
Jane Scherer, Treasurer
Kelley Hupp, Planner**

**Vincent Weston, COP (7:30 PM)
Brian Kingsley, BG Consultants**

The monthly meeting of the Basehor City Council was called to order at 7:00 p.m. by Mayor John Pfannenstiel. All council members were present.

EXECUTIVE SESSION

Mayor Pfannenstiel requested an executive session for up to thirty minutes to discuss personnel and attorney-client matters.

A motion was made by R. Vervaecke and second by B. Gratny to recess into an executive session, for up to thirty minutes, to discuss personnel and attorney-client matters. All aye. Motion carried 5-0.

The regular meeting was called back to order at 7:25 p.m., at which time, the Pledge of Allegiance was recited.

APPROVAL OF MINUTES

C. Wilderson moved to approve the Minutes of February 16, 1999 as written. V. Ziegler second the motion. All aye. Motion carried 5-0.

APPROVAL OF TREASURER'S REPORTS

Treasurer's Report & Supplement - R. Vervaecke moved to approve the February 1999 Treasurer's Report and Supplement as submitted. All aye. Motion carried 5-0.

Investments - B. Gratny moved to reinvest Certificate of Deposit #20332 at the highest rate available for a period of six months. C. Wilderson second the motion. All aye. Motion carried 5-0.

CITIZENS AND PETITIONS

PRIDE - Charles Wilderson announced the volunteer organization, PRIDE, has instituted a "Welcome Home" program. The committee will be chaired by Mrs. Pam BeMent. Mrs. BeMent gave a brief description of the program and anticipates the first delivery to be on May 15th.

Agenda Items - Mayor Pfannenstiel opened the floor to any citizen present who wished to speak, for or against, any topic listed on the agenda. There was no one present who wished to speak, therefore, the public portion of the meeting was closed.

STAFF AND COMMITTEE REPORTS

City Clerk

Court Clerk Seminar - Clerk Mogle requested the closing of city hall on April 8-9 so that the clerks may attend the Kansas Association of Court Management seminar in Wichita, Kansas.

J. Odle moved to close city hall on April 8 & 9 for training purposes. R. Vervaecke second the motion. All aye. Motion carried 5-0.

Sewer & Solid Waste Delinquent Accounts - City clerk, Mary Mogle, announced this was the first step, of a three month process, to turn delinquent utility accounts over to the county clerk for collection by being placed on the ad valorem tax rolls (real estate tax). The city clerk requested Council permission to notify all the property owners and renters, by letter, of their delinquency.

A motion was made by J. Odle and second by C. Wilderson to notify the property owners, by letter, of their delinquency and assess a \$50.00 administrative fee if the delinquency is turned over to the county clerk for collections. All aye. Motion carried 5-0.

Credit Card - Mrs. Mogle requested authorization to apply for a credit card from First State Bank & Trust with a credit limit of \$5,000.00. She explained the card will be used by employees when they attend out-of-town conferences and to make purchases for goods where charge accounts are not established.

It was moved and seconded by J. Odle and R. Vervaecke to authorize the city clerk to obtain a credit card from First State Bank & Trust with a credit limit of \$5,000.00. All aye. Motion carried 5-0.

City Engineer

Update on Collection System Rehabilitation Project - Brian Kingsley, BG Consultants, reported the contractor has replaced ten manholes. Mr. Kingsley recommended payment of \$30,881.25 be made to Miles Excavating for work completed.

V. Ziegler moved to authorize payment of \$30,881.25 to Miles Excavating for work performed on the Collection System Rehabilitation Project. B. Gratny second the motion. All aye. Motion carried 5-0.

City Attorney

Ordinance Re-establishing the Planning Commission - City attorney, John Thompson, presented an ordinance, in codified form, re-establishing the planning commission. He explained during the last codification process the League of Kansas Municipalities had inadvertently left this one out. Mr. Thompson went on to say, that by adopting this ordinance, it will give legal standing to operate a planning commission, meeting dates, place and times. The ordinance will also designate the Planning Commission as Board of Zoning Appeals.

Mayor Pfannenstiel asked that amendment to paragraph 1, page 2 be made as follows:

change from: "All actions by the commission shall be taken by a majority vote of the entire membership of the commission; except that, a majority of the members present and voting at the hearing shall be required to recommend approval..."

change to: "All actions by the commission shall be taken by a majority vote of the members present of the commission; except, that a majority vote of the entire membership of the commission shall be required to recommend approval..."

A motion was made by R. Vervaecke to adopt the ordinance codifying the establishment of the Planning Commission and Board of Zoning Appeals to include the amendment as previously stated. J. Odle second the motion. All aye. Motion carried 5-0.

Planning Commission

Rezone Lot 74, Crestwood Subdivision from R-2 to R-1- Planner, Kelly Hupp, reported that developer, Gene Dent, is requesting that Lot 74, Crestwood Subdivision, be rezoned from R-2 to R-1. She explained the lot is not large enough to meet multi-family requirements.

A motion was made by J. Odle and second by C. Wilderson to adopt the ordinance rezoning Lot 74, Crestwood Subdivision from R-2 to R-1. All aye. Motion Carried 5-0.

ORD. 338 - AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF BASEHOR, KANSAS BY REZONING CERTAIN PROPERTY IN THE CITY OF BASEHOR, KANSAS FROM R-2 TWO-FAMILY RESIDENTIAL TO R-1 SINGLE-FAMILY RESIDENTIAL.

Sidewalk Amendment to Subdivision Regulations - Ms. Hupp reported the Planning Commission is requesting an amendment to Section 2.02, Section 13, and Section 3 of the Subdivision Regulations. The amendment will require sidewalks within subdivisions and on arterial streets. The proposed ordinance calls for a sidewalk to be located on one side of the street, for both non-arterial and arterial streets.

Council members discussed the reason for requiring only one sidewalk on an arterial street and width should be required to meet state regulations.

A motion was made by R. Vervaecke and second by J. Odle to adopt the proposed ordinance with an amendment of requiring sidewalks on two sides of an arterial street. All aye. Motion carried 5-0.

ORD. 339 - AN ORDINANCE AMENDING THE SUBDIVISION REGULATIONS OF THE CITY OF BASEHOR, KANSAS.

Fire Hydrant Amendment to Subdivision Regulations - Ms. Hupp reported the Planning Commission is requesting an amendment to Section 3.03 of the Subdivision Regulations. The amendment would change the spacing of fire hydrants from 600 ft. to 500 ft. and require water mains to be eight (8) inches in diameter.

Councilman Odle stated he did not feel that eight inch water mains would fit the needs of the residents. He suggested Ms. Hupp contact the State Fire Marshall's office in Topeka to acquire a copy of state guidelines.

R. Vervaecke moved to table passage of the ordinance until further information has been received. V. Ziegler second the motion. All aye. Motion carried 5-0.

Fisher Review Plan - The Planning Commission request approval for the preliminary plan for a restaurant submitted by Chris Fisher. Ms. Hupp reported the parking lot will be reconfigured to meet parking regulations and the location of the advertising side still needed to be addressed. Ms. Hupp was directed to include sidewalks as a requirement.

J. Odle moved to approve the Fisher preliminary plan on the contingency that regulations be met on the parking lot, signs, and sidewalks. V. Ziegler second the motion. All aye. Motion carried 5-0.

Park Advisory Board

Purchase of Park Equipment - Mayor Pfannenstiel reported the Park Advisory Board met this month and approved the purchase of new playground equipment and tables. The estimated cost is \$3,000.00. The equipment will be paid for through donations from the Park Association.

It was moved and seconded by J. Odle and C. Wilderson to approve the purchase and installation of playground equipment and tables at the city park. All aye. Motion carried 5-0.

Walking Path - The mayor reported on plans to complete the walking path at the city park. City staff will be completing the path by applying AB3 rock. Future plans are to asphalt the pathway in the fall of 1999. Cost estimates will be compiled by city staff.

City Park Restroom Facility - The Park Advisory Board recommended to postpone construction of a restroom facility at the park until the sewer line becomes accessible. The estimated time frame is in the year 2000.

MAYOR'S REPORT

Hickory Pointe Subdivision Street Lights - KPL has not provided information regarding the installation of street lights in Hickory Pointe Subdivision.

Purchase of Maintenance Truck - Bids for a new maintenance truck was submitted for Council approval. The funds to pay for the vehicle will come from the Equipment Reserve Fund and is included in the 1999 budget. The bids were as follows.

Bonner Springs Ford	Rusty Eck Ford	City Ford	
Truck - 24,593.00	Truck - 24,733.00	Truck	26,207.00
Body & Hoist - <u>4,883.00</u>	Body & Hoist <u>4,389.00</u>	Body & Hoist	<u>5,956.00</u>
29,616.00	28,982.00		31,710.00

A motion was made by J. Odle and second by B. Gratny to accept the bid from Rusty Eck Ford in the amount of \$28,982.00 for the purchase of a 1999 Ford F350 4x4 Maintenance Truck. Odle, Wilderson, Gratny, Ziegler-Aye. Vervaecke-Nay. Motion carried 4-1.

State Revolving Loan Interest Payment - Mayor Odle reported the State of Kansas is giving Basehor the option to pay interest on the funds being withdrawn from the State Revolving Loan or let the interest accrue and be included in the loan debt. The interest payment for the period September 1, 1998 through February 28, 1999 is in the amount of \$2,119.22.

R. Vervaecke moved to pay \$2,119.22 interest payment to the State of Kansas as presented. B. Gratny second the motion. All aye. Motion carried 5-0.

COUNCIL MEMBER REPORTS

The governing body agreed that it is not necessary to bring the payment up for approval from this time forward.

Pres. Robert Vervaecke

24-40 Highway Concerns - Councilman Vervaecke questioned if Kansas Department of Transportation was going to perform field surveys along 24-40 Highway regarding the complaints filed with them last month. Mayor Pfannenstiel noted the state has addressed some of the concerns but will continue to address all the City's concerns.

Park Restroom Facility - Mr. Vervaecke encouraged requested the restroom facility be built to discourage vandalism.

Joseph Odle

Fire Hydrant Amendment - Councilman Odle questioned the planner as to whether or not anyone from the planning board contacted the fire department before making the recommendation of 8" water mains. Ms. Hupp stated that no one had contacted the fire department regarding the matter. Mr. Odle suggested they be contacted prior to passage of the ordinance.

Victor Ziegler

Port Authority - Councilman Ziegler reported that representative, Kenny Wilk, introduced a bill to increase the authority to participate in the Port Authority. If passed, Mr. Ziegler felt that would be a step in the right direction and encouraged the City to continue to watch the status of this bill.

ADJOURNMENT

There being no further business to discuss, C. Wilderson moved to adjourn the meeting. J. Odle second the motion. All aye. Motion carried 5-0.

Submitted for Council approval with/without corrections this 19th day of April, 1999.


John Pfannenstiel, Mayor


Mary A. Mogle, CMC

PLAYGROUND AND PARK EQUIPMENT

COST ESTIMATES

Swing Set with 4 Swings	1,000.00
8 Ft. Metal Picnic Table	500.00
(4) 6 Ft. Metal Park Benches	1,000.00
Border Timbers & Wood Chips for Swing Set	500.00
Total Estimated Project Cost	<u>3,000.00</u>

SUPPLEMENT TO FEBRUARY 1999 TREASURER'S REPORT

AT&T (long distance charges for Jan. 1999)	25.35
Southwestern Bell Telephone (telephone service for Jan. 1999)	456.64
Evans Real Estate Co. Inc. (Insurance Premium for 4/1/99-00)	8414.00
Epic Life Insurance (employee health/life insurance for April 1999)	1778.48
TOTAL BILLS TO BE PAID	10,674.47