~~Unapproved special meeting~~

Special City Council Meeting June 10, 1975

Held at the Fairmount Township Hall. 7:30 P.M.

Purpose of this meeting was to appoint a City Attorney and define duties and form guide lines of the Mayor's recommended committee's to which he has aske the council members to serve.

Mayor Bernard Eberth;
Council Members Present: C. Worley, D. Cochran, M. Sterner, A. Landauer, J. Ebert.
Others Present: Sylvia Lovvorn, City Clerk, citizens: Ray Goddard, Tom Caldwell and Jerry Otting.

Mayor called the meeting to order with the statement that Mr. Wilbur Stakes will appear at 8:30 to be interviewed for the position of City Attorney.

Mayor ask Cochran to help define guide lines and authority for each committee.

Mayor then withdrew the name of Councilman J. Ebert from the Sanitation Committee and submitted himself to this committee.

Mayor also recommended full council be involved in preparing these duties for each committee. Mayor stated he felt that the purpose for forming these committees would be to delegate authority to council members that they might make recommendations to the full council for final action.

STREETS: Mayor unofficially appointed C. Worley and Bernard Eberth to co-chair this committee.

DUTIES: 1. Make recommendation to full council for street repair and maintenance.

2. Are authorized to have repairs and maintenance performed not to exceed $200.00 in cost between regular council meetings.

3. Have authority to direct and supervise all street maintenance employees of the city.

4. Have authority to obligate city not to exceed $200.00 for operation and maintenance of city owned equipment.

5. To prepare plans for major maintenance of city streets as needed.

6. Be required to maintain records, time spent by city employees as to location, nature of work, date, equipment and materials used.

7. Be responsible for street signs, to install and keep in repair, also cross walk markings.

Mayor Eberth then allowed J. McKenzie, representive of the Basehor Athletic Assoc. to speak concerning the use of the city blade to construct a ball park at the high school. Council agreed, if the city blade is not in use and Eberth or Worley okay the operator,

this would be agreeable.

Cochran suggested unofficial approval of B. Eberth and C. Worley as co-chairman of the Street Committee. A. Landauer second. 5 yes-opposed none. Motion Carried.

FINANCE & ADMINISTRATION: Mayor (unofficially) appointed D. Cochran and A. Landauer to co-chair this committee.

Duties: 1. Be (responsible) for city records and direction of city treasurer in performances of his duties.

2. Recommend to full council any investment policies for city funds.

3. Prepare and present preliminary budget at annual budget hearing.

4. Recommend audit policies and auditors for city records.

5. Be responsible for design and installation of proper controls and safeguards of city assets and records.

6. Direct, supervise and administrate Sewer service charge and Solid waste charge, billing clerk and system.

7. Authority to supervise and direct the city clerk in performance of duties.

8. To prescribe records necessary to accomplish reasonable time of clerk's activities.

9. Authorize to obligate city not to exceed $200.00 for operating supplies relating to financial records and clerks operation between regular council meetings.

10. Make recommendations to full council for council for changes, improvements in the administration and facility of the city administration office and employees.

Worley suggested unofficial approval of D. Cochran and A. Landauer to serve as co-chairman on this committee. Sterner second. 5 yes-opposed none. Motion Carried.

SANITATION: (Sewer & Solid Waste) Mayor unofficially recommended M. Sterner and B. Eberth to serve this committee.

DUTIES:

A. SEWER

1. Make recommendation to full council to future plans for sewer expansion.

2. Obligate city not to exceed $200.00 between regular council meetings for operation and maintenance of

sewer system.

3. Direct and supervise sewer inspector in performance of duties and define duties of sewer inspector and require to keep adequate time record if needed.

4. See that all governmental requirements are met as to testing, reporting as it relates to sewage system.

5. See that current and up to date maps of all sewer lines in city are maintained.

Wilbur Stakes entered. Presented resume' to each council members and the mayor. Also gave verbal resume' and answered questions council directed to him.

Ray Goddard and John Novak appeared to apply for city inspector.

JOB REQUIREMENTS: Make all necessary inspections both building, sewer and tap-on. Required to make visual inspection of any newly installed lines. Consider waste water treatment plant operator.

Council offered a salary of $40.00 per month for sewer inspection, ½ of all building permits and all of the $3.00 charge on tapping permits. Goddard agreed to this as a salary, but stated that there will be times he and his wife are out of town. Novak then waived in favor of Goddard but volunteered to fill in for Goddard should he be out of town.

Clerk was directed to get a copy of the 1973 National Building Code.

Mayor then made his unofficial recommendation for city attorney- Wilbur Stakes.

Mayor called for a show of hands: In favor-none

Opposed- five.

Councilman C. Worley then ask Mayor Eberth to consider Doug Waters for city attorney.

Mayor then unofficially recommended Doug Waters for city attorney.

Mayor call for a show of hands: In favor-five

Opposed-none.

Mayor then directed city clerk to contact Doug Waters as to legal proce dure since this is a special meeting and Mr. Cochran needs an

attorney to prepare for animal control.

Another meeting date will be set to complete committee study.

Sylvia Lovvorn

Sylvia Lovvorn

City Clerk