

## COUNCIL MEETING MINUTES OF 10-17-2018

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, October 17, 2018. Mayor Stan Luke called the meeting to order.

**ROLL CALL:**  Stan Luke, Mayor

### Council Members present:

Lewis Lenard (President of Council)       Dallas Scothorn       Jerilyn Curtiss  
 J.J. Jasper       Thomas P. Tschantz       Sharon Hall

### Superintendents Present:

Kevin Boyce (Parks)       Alan Schneider (Electric)       Mark Davidson (Street)  
 Doug Jones (Chief of Police)       Danny Hawkins (Water/Wastewater)

### Also Present:

Regina Kewley (City Clerk)       Susan Stroh (Administrative Assistant)  
 Tom Robrahn (City Attorney)       Jimmy Hugunin (Zoning/Grants Clerk)  
 Philip Wright (Assistant City Attorney)       Anne Brown (Deputy City Clerk)

**Media Present:** Mark Peterson (Coffey County Republican)

**VISITORS:** Clay Rolf (BHS FFA)

**AGENDA:** *Council Member Lenard, "I move to approve the agenda as modified." Council Member Hall, "I'll second." Motion unanimously carried, 5:0.*

**MINUTES 10/3/2018:** *Council Member Curtiss, "I move to approve the minutes of October 3, 2018 as presented." Council Member Lenard, "Second." Motion unanimously carried, 5:0.*

### **APPOINTMENT: Clay Rolf, BHS FFA - Hold 'Day At The Park' at Kelley Park on November 2, 2018**

Clay Rolf addressed Council on behalf of the Burlington High School Future Farmers of America "On November 2nd, the Burlington High FFA would like the use of the Swine Barn, the Cattle Barn, the Poultry Barn, and possibly some of the yards and asphalt areas around the barns for a 'Day At The Farm' for the Burlington Elementary School first graders."

"Basically, what we're doing is putting together a couple of FFA programs that the national FFA organization has already established to teach younger students exactly where their food comes from. We would like to have different students come forward with what they do on a regular basis throughout their job, hobbies, and different activities and show kids there is a lot more to agriculture than just what is in Coffey County. We will have some tractor safety, as well as ATV safety rotations. We're going to have the NRCS Office (National Resource Conservation Service), because we partner with them for different things, come in and talk about conservation. Chris Smith, one of the federal game wardens down at Hartford, is going to come in and talk about different wildlife populations in the area. It's just an all-around event to get kids more involved in agriculture and teach them a little more."

Mayor Luke asked, "What time will you be needing this?" Mr. Rolf said, "It will be from 8:00 in the morning to about 1:30, set-up and to take-down." Mayor Luke, "Kevin, do we have anything going on down there?" Superintendent Boyce replied, "No." Then he asked Mr. Rolf, "Have you checked with the Fair Board?" Mr. Rolf, "Yes. I talked to the Fair Board; and right around 7 o'clock, I'll be in their office." He said they would need Kelley Hall and the 4-H Building. City Clerk Kewley let him know that the BHS Year Book Staff (Publication Staff) has Kelley Hall reserved in the evening, which would not affect the FFA event. He was aware of that, "I already double-checked my bases, and the Publications Staff will not start setting up until 5:00 p.m." City Clerk Kewley, "Thank you, Clay." Council Member Curtiss commented, "He's just right on top of it, isn't he."

**Hearing no further discussion, Mayor Luke stated, "What is Council's pleasure?" Council Member Lenard stated, "I move to approve Clay Rolf's request on behalf of the Burlington High School Future Farmers of America to hold a 'Day At The Park' at Kelley Park on November 2, 2018 from 8 a.m. to 1:30 p.m.; including the use of the 4-H Building, Kelley Hall, the Livestock area, and some paved area." Council Member Hall, "I'll second." Mayor Luke called for discussion. Superintendent Boyce, "One more thing, depending on the weather, the water might be off in the Stadium restrooms and in the livestock area; so will that affect you, or not?." Mr. Rolf, "No." **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.** Mayor Luke, "Have a great day." Mr. Rolf, "Thank you."**

**PUBLIC COMMENTS:** None

### **ELECTRIC DEPARTMENT: DISTRIBUTION Update**

**General:** Personnel have been busy doing line locates and customer service requests; and since last council, the men have been repairing street lights. They are also trimming trees as time allows.

**[2] CONTINUATION: October 17, 2018 Burlington City Council Regular Session**

**Fall Brush Pickup:** The men did City-wide brush pickup last week.

**Squirrel Power Outage Prevention Project:** Superintendent Schneider reported, "The men have started to address the problem of the squirrel issue in the northeast and southwest parts of town. We are trying to squirrel proof the best we can. On the single phase structures that feed our transformers, the arms that hold the arrestors and the switches are steel. We are converting our switch and lightning arrestor mounding brackets from steel to fiberglass on the distribution system. Hopefully that will keep the squirrels from going over on the top side of the switch and/or the lightning rod, which is what causes an outage ninety percent of the time. We're trying our best to avoid these outages caused by squirrels. We'll be working on those, one block at a time, until it becomes too cold to cut power off to residences in the block we're working on. That is about an hour process. When it gets too cold to do that, we will stop until spring; and then we'll resume what we're doing right now."

**ELECTRIC DEPARTMENT: PRODUCTION Update**

**General:** Production personnel have been working on required reports and performing normal duties including maintenance and repairs.

**Generator #2 - Turbo Charger Oil Filter System Upgrades:** Superintendent Schneider reported that the Turbocharger Filter System on #2 Generator is being upgraded with a better unit they had in stock. It will filter out more particulates, which will help with the longevity of the turbo charger. The men are installing that now and should be done by the end of the week. Superintendent Schneider stated, "Those turbo chargers are very pricey. We had one rebuilt a few years ago for, I believe, \$60,000. So, we're doing all we can."

**Fence work to keep dogs out:** Superintendent Schneider reported, "We talked last council about dogs getting in the fenced area surrounding the Electric Department. The men did the best they could to fix the fence – patching in lowering the fence, especially in the ditch area on the north side of the Power Plant. We probably don't have it a hundred percent dog proofed, but we did the best we could to keep the dogs out."

**ELECTRIC DEPARTMENT: Wood Chipper Bids**

Superintendent Schneider. "On October 15th, we opened bids for replacement of our wood chipper. We received two of the three bids we requested. I ask that Council accept the three bids as presented.

	Vemeer Great Plains (Olathe, KS.)	Altec Industries (St. Joseph, MO)	Bandit Industries (Olathe, KS)
NET BID PRICE	\$41,395.00	No Bid	\$44,450.00
Less Trade-in, if any	0		0
SUBTOTAL	\$41,395.00		\$44,450.00
LESS DISCOUNT, if any	0		5,220.00
SUBTOTAL	\$41,395.00		\$39,230.00
PLUS OPTIONAL EQUIPMENT	0		
TOTAL BID (not including tax)	\$41,395.00	No Bid	\$39,230.00
WARRANTY	Main Unit: 1 yr/1000 hrs Engine: 3 yrs/3500 hrs		Main Unit: 1 yr/2000 hrs Engine: 2 yrs/2000 hrs
DELIVERY DATE	October 23, 2018		75 to 90 days

**Council Member Curtiss stated, "I move to accept the bids presented for a Wood Chipper as bona fide." Council Member Lenard, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

Superintendent Schneider said, "We tested four different units; some worked better than others. I was especially pleased with two of them; and those were the two for which we received bids. The low bid was from Bandit Industrial; not only that but it was the best wood chipper we demoed. My recommendation is that we go with Bandit Industries for their bid of \$39,230.00."

**Council Member Lenard stated, "I move to accept the bid from Bandit Industries, not to exceed \$39,230.00, for a Wood Chipper (Model-12XP Intimidator 12XP Brush Bandit) for the Electric Department, as being in the best interest of the City." Council Member Curtiss, "I'll second it." Mayor Luke called for discussion. Council Member Curtiss, "And that takes 70 to 90 days for delivery?" Council Member Jasper, "Are we kind of down and out with a wood chipper right now until we get ours in?" Superintendent Schneider, "We are. There is no compression in any of the cylinders; so we did a compression check on it and we are sure it's got a cracked head, as well. It's a 1993 or 1994 model that we've had forever. It's worn out." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

**Sell old Wood Chipper on purplewave.com:** Superintendent Schneider, "I talked with all the vendors (above) about trading this old wood chipper in. They said no, they didn't want it. Their recommendation - and we've done this in the past with other items - was to list it on purplewave.com and see what we can get out of it. Someone could put a used motor in it and do a little more maintenance and could probably get it to work for a while." Council Member Lenard asked if any of the departments have items to sell on purplewave.com. City Clerk Kewley and Zoning Clerk Hugunin said they have been talking about doing that.

**WATER AND WASTEWATER: Update**

**General:** Superintendent Hawkins, "We've been doing normal duties, line locates, and customer concerns."

**Utility Vac Trailer:** Superintendent Hawkins reported they already got the vac trailer that Vemeer is loaning to them so they can use it anytime they want until the new one (2018 Vactron LP57SDT-H) is delivered.

**[3] CONTINUATION: October 17, 2018 Burlington City Council Regular Session**

**Truck - 2019 F-250 ¾ Ton (Update):** On July 18, 2018, the Governing Body authorized purchase of a 2019 F-250 ¾ ton pickup truck from Crow-Moddie Ford, with a delivery date of 6 to 8 weeks. Superintendent Hawkins stated tonight, “We’re still waiting for our pickup truck. We’re pushing over 13 weeks right now.”

“Maybe in our bid process, we need to put something a little more stringent in the Invitation to Bid concerning the date of delivery. It seems that our local automobile dealership, it’s getting more and more complacent with deliveries being late. I still don’t have a time of when the truck will be delivered. For future reference, maybe we ought to put something in that stipulates timely deliveries - such as if the vehicle is not here within a certain period of time, we will add penalties or just tell them we’re withdrawing our order and will go out for bids again, or something that will encourage the dealer to deliver on time. This is just a discussion item. I am frustrated with it.”

**Visit with Vendor about Truck Delivery:** Council Member Lenard asked, “Stan, would you be opposed to maybe going on Danny’s (Superintendent Hawkins’) behalf and our Water Department to pay a visit on our truck delivery?” Mayor Luke, “I could go down there.” Superintendent Hawkins, “We visited with them today.” Mayor Luke, “It may not even be under their control.” Superintendent Hawkins agreed, “Yes, and it would be nice to know what is taking so long; because if you put in your bid – and I understand an estimate of six to eight weeks, but once it starts going beyond the date, at least they ought to be communicating with us saying what they are doing so we don’t have to keep going to them to find out what is causing the delay.”

Council Member Lenard, “We just bought a police car (approved 8-1-2018). Chief Jones, “It’s not even in the system yet, and we still don’t have a delivery date.”

**Water Drought Emergency is Ended:** Superintendent Hawkins stated, “We are out of the Water Emergency – completely, believe it or not. If you look at the Kansas Water Office Map, northern Coffey County still has a little yellow in it.”

**Water Leak on 6<sup>th</sup> & Neosho:** Superintendent Hawkins reported, “We are scheduling to fix the water leak at 6<sup>th</sup> and Neosho on Monday. I want to thank Mark (Superintendent Davidson) for his great idea for us barricading. We’re working with the Sheriff’s Office, as well, letting them know we’re going to block the street off for half a day. We’re hoping it goes really quick and we get it taken care of and back together.”

**Free Chlorine Burnout Done / Changing back to Combined Chlorine:** Superintendent Hawkins reported they completed the hydrant flushing that was being done to resolve an issue with the Chlorine residuals. They allowed time for the Rural Water Districts 2 & 3 and our customer cities to do their flushing. He said, “Hopefully, tomorrow we will be back to Combined Chlorine and will be rid of all the issues we had with the residuals before doing the old way (Combined Chlorine).”

**SCADA System – Main Brain LC 3000 – Quit:** [SCADA System is the Supervisory Control and Data Acquisition System’ at the Water Treatment Plant.] Superintendent Hawkins reported, “We did have a major emergency with our LC 3000 – it decided to give up the ghost. The LC 3000 is the main brain of the SCADA System at the Water Treatment Plant. It seems we had purchased the last one on Planet Earth – they don’t even make them anymore. It came out of Minneapolis, Minnesota.”

“We have R.W. Vaught and Jim Morrison working with us with that. They have spent a lot of time programming it. I want to thank them for that. We did have to run for a day and a half manually. We did not have any (electronic) eyes or ears, so the guys had to go out and manually do everything. I want to thank my guys, as well, for doing that. We got that taken care of.”

**WATER/WASTEWATER: RV Park Water and Sewer Requirements and Rates (Present Ordinance 860)**

Superintendent Hawkins inquired how Council wanted him to bring up discussion on proposed Ordinance 860 for water and sewer rates and requirements for RV Parks. Mayor Luke explained, “Approximately, six weeks ago, you (the Council) were given a copy of the proposed ordinance to review. It was also given to Philip Wright, our Assistant City Attorney. Philip finally (on October 16<sup>th</sup>) sent an email back saying that he reviewed it, everything was fine, he’d reviewed it with the League of Kansas Municipalities; and he saw no issues with it. So, what is the Council’s pleasure?”

***Council Member Tschantz stated, “I move to adopt Ordinance 860, an ordinance regulating City of Burlington water and sewer utility requirements and rates for recreational vehicle parks; and amending the Code of City of Burlington, Chapter XV Utilities, 15.228 Rates by adding section (f) RV Park Water & Sewer Rates and Requirements; to be effective upon publication.” Council Member Hall, “I’ll second.” Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Ordinance 860 adopted by unanimous vote, 5:0.***

**STREET DEPARTMENT: Update**

**Ditches and Culverts-Cleaning:** Superintendent Davidson reported, “We have been spending more time checking the highway and street culverts with all the rain we’ve been getting to try to keep the water moving along. We did have a problem with the culvert at 4<sup>th</sup> and Franklin. A lot of grass and leaves came down and plugged up the drain and flooded Highway 75. City Police Officers were up there directing traffic. We got up there and cleaned out the drain box a little and got the water to flow.”

**[4] CONTINUATION: October 17, 2018 Burlington City Council Regular Session**

**City-Wide Fall Trash Cleanup:** Superintendent Davidson stated, “Thanks to Kevin (Parks Superintendent Boyce) and his department for helping with the Trash Cleanup. We hauled 22 loads of trash and C&D to the Landfill, for a total of 25 tons; and we had 525 pounds of metal. Comparing that to the Spring Cleanup, we had 31 loads of trash and C&D for a total of 35 tons; and 2,000 pounds of metal. So, we’re thinking the bad weather last weekend slowed people down, but there were still some nasty piles out there.”

**Tree trimming:** Street personnel have begun trimming street trees trying to get them back out of the ditches and away from the road so we, hopefully, won’t have to plow snow; but if we have to it won’t be hitting the side of the truck.

**POLICE DEPARTMENT: Update**

**Local Emergency Planning Commission:** Chief Jones, “We did an LEPC meeting last week.”

**Kansas Peace Officers Association:** Chief Jones stated, “I did make the Board of Directors and then the general meeting for Kansas Peace Officers Association yesterday in Lawrence. Apparently, I am on the Board of Directors for KPOA again for my third term. KPOA is the largest of the law enforcement organizations in the state with about 3,200 members; so, I guess that’s pretty significant.”

**BHS Homecoming:** Chief Jones reported, “It did stop raining long enough to do Homecoming last Friday, and they actually had a pretty good turnout for it.”

**Municipal Court:** Chief Jones said, “Had court last Thursday. It was interesting. If anybody wants to ask me about it after council tonight, I’ll tell you about the gal that had a 1,000% markup on her box of cookies.”

**Criminal Justice Information System (CJIS) Audit:** Chief Jones, “We had the CJIS audit yesterday morning. We passed with 95%; the state average is 90%. Out of those 95%, there were four of them that they questioned us on; two of them were simply uncheck this box and check that box instead. Two of them she’s (the gal from KBI) going to have to seek clarification from further up because we had differences of interpretations. Overall, we did very well on that; and we’re going to have to give credit to Becky (Police Records Clerk Richwine) for making the whole system work just amazingly well.”

**Halloween Activities:** Two weeks from today, will be the BES Halloween Parade and the Trunk-or-Treat.

**POLICE DEPARTMENT: Personnel Evaluation for Devin Haines**

Chief Jones stated, “Devin Haines’ anniversary day is today. Devin started with us. We sent him to the Academy. He did eight years with us (8/2002 – 11/27/2010); then he did five years with the Sheriff’s Office. He came back (10/2015) and he has been back with us for three years now. He is about as solid and dependable of an individual as you’re going to find. He’s a good solid officer. I’m very happy to have him back. I am recommending a 2.5% merit for Devin Haines.”

***Council Member Lenard stated, “I move to accept Devin Haines’ personnel evaluation as presented, and to grant a pay increase to \$22.12 per hour, effective October 20, 2018.” Council Member Tschantz, “Second.” Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

**PARKS DEPARTMENT: Update**

**General:** Superintendent Boyce, “We have been cleaning public building and restrooms, mowing, weedeating, building and equipment maintenance.”

**Taste of Fall Festival Preparations:** Superintendent Boyce reported, “We worked with the Taste of Fall Committee, the Burlington Promotions, setting up for the Fall Festival. It was a little different this year because of the rain. We didn’t have quite as much stuff to put out, but it was late Friday morning when they made the decision not to set the stage up and stuff like that. Monday we put that stuff back away. When they were done, you couldn’t even tell they were in the park.”

**City-Wide Trash Cleanup:** Superintendent Boyce said, “John Hegg helped the Street Department with the Trash Pickup. We did a little bit of cleanup in our chain-link fenced-in area at the shop.”

**Veterans Day – Veterans Banners:** Superintendent Boyce reported, “I’ve been in contact with the Floyd Lewis Foundation on installing the Veterans banners on utility poles. We have eighteen more of the big banners to put up along Highway 75; three (more) of the little banners are going up – and they’ll start the next pole past at the museum and run out almost to the corner of 13<sup>th</sup> Street.”

**City Dam West Wall Repairs (update):** Superintendent Boyce reported, “I have been in contact with the engineers on the west wall at the City Dam. Two of them have been in and looked at it recently. The other one (BG Consultants, Inc.) was here in 2014 and looked at it, and he still has all his paperwork and everything. Hopefully, soon I’ll be having more numbers on that.”

**FINANCE: Claims Ordinance & Payroll Ordinance**

a. Claims Ordinance	2018-19	\$	349,740.09
b. Payroll Ordinance	2018-21	\$	84,757.66
	TOTAL	\$	434,497.75

**CLAIMS 2018-19:** *Council Member Lenard moved to approve City of Burlington Claims Ordinance 2018-19 in the amount of \$349,740.09 for payment of city bills, as presented. Council Member Hall gave the second.* City Clerk Kewley reported, “Brenntag for \$6,252.26; Kansas Power Pool for \$232,096.01; Republic Waste Services for \$10,470.00.” **Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2018-19 approved by unanimous vote, 5:0.**

**[5] CONTINUATION: October 17, 2018 Burlington City Council Regular Session**

**PAYROLL 2018-21:** Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2019-21 in the amount of \$84,757.66, as presented. Council Member Jasper gave the second. Mayor Luke called for discussion. Council Member Curtiss said, "I appreciate this overtime handout. Tell Anne." City Clerk Kewley, "That comes out monthly. I'll tell her. She tries to get more details on it." **Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Payroll Ordinance 2018-21 approved by unanimous vote, 5:0.**

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin reported, "Normal duties. I have been spending a lot of time here in the office getting Kerri's and Laura's (Kerri Weltha's and Laura Riccobono's) computers swapped around with Kerri moving to the Utility Billing Supervisor's desk and Laura coming in new to the Billing Clerk's desk. There has not been a lot to do on permits, probably due to the rainy weather."

**Nuisance Properties:** Zoning Clerk Hugunin said, "I did go around to several nuisance properties, like I said last meeting, and dropped off Fall Cleanup flyers. A few of them did actually participate. The most recent nuisance property had set out quite a bit of metals, which were mostly gone before Sunday."

Council Member Jasper asked, "Would it help you move things along faster on these nuisances if you had a police officer go with you?" Zoning Clerk Hugunin explained that if he gets to the point of notification where he writes a letter, he gives it to Chief Jones and the Police Department will deliver it and get a signature. Chief Jones explained, "The big problem is all of our nuisance codes are based off of state law (statutes) which set out the timeline and the process. We don't have a choice on how long it takes; and we do try to work with people before we actually get to the point of bringing the hammer down." Zoning Clerk Hugunin, "Yes, as long as they are making noticeable progress. That's what he has been doing at that place. I had Gina (City Clerk Kewley) out the other day – you can tell the difference."

**Kansas Association of Code Enforcement Training:** On November 7<sup>th</sup> through the 9<sup>th</sup> Zoning Clerk Hugunin will be going to KACE training.

**LEGAL DEPARTMENT: Update**

**Municipal Court:** Attorney Robrahn, "I visited with Philip (Assistant City Attorney Wright) about Municipal Court cases; and he also used the word 'interesting'; so he had the same terminology as the Chief."

**Attorneys Association of Kansas meeting:** Attorney Robrahn, "A week ago Friday, Philip and I attended the City Attorneys meeting by the League of Kansas Municipalities. There were a lot of interesting speakers, and many of them were recognized. David Cooper was one of our speakers. Thank you for sending us."

**CITY CLERK: Update**

**General:** City Clerk Kewley reported "City Hall personnel have been busy with customers preparing meter readings for utility bills. They have been preparing work orders, vouchers for bill paying, payroll, and minutes for the council meeting."

**Laura Riccobono (Utility Billing Clerk/Municipal Court Clerk):** City Clerk Kewley reported, "Laura did get started two weeks ago (October 8). This is her second week, so it's starting to run smoothly and getting into the new norm."

**Wood Chipper Bid Opening:** City Clerk Kewley participated in the bid opening for the Electric Department's new wood chipper.

**Financial Statements:** City Clerk Kewley, "Handed out the third quarter financial statements. If you have any questions, please get with me."

**LEPC Meeting:** City Clerk Kewley attended the Local Emergency Planning Commission meeting last Wednesday, October 10<sup>th</sup>.

**Annual LKM Meeting:** City Clerk Kewley attended the Annual League of Kansas Municipalities Meeting in Topeka the first weekend of October (October 6<sup>th</sup> through 8th).

**General:** City Hall Staff handled normal calls and inquiries.

**GOVERNING BODY COMMENTS, ETC.:**

**LKM Conference:** Council Member Curtiss, "Thank you for sending me to the conference. It was good."

**Electric Committee Meeting:** Council Member Curtiss stated, "I'd like to meet with the Electric Committee when we're finished here." Mayor Luke, "Okay."

(continued)

**[6] CONTINUATION: October 17, 2018 Burlington City Council Regular Session**

**FUTURE AGENDA ITEMS:**

<b>GENERAL:</b> City Debt - How to fund projects Water Rate - 2018 Forward (updates)	GAAP - Infrastructure Capitalization Promote Businesses with Business Showcases
<b>ELECTRIC DEPARTMENT:</b> Power Pant - Additional Generation	Thermal Imaging of Electric System
<b>PARKS DEPARTMENT:</b> Events in Parks (Updates) City Dam - West Wall Repair BHS FFA Day at the Park – Nov. 2, 2018 (Kelley Park)	Taste of Fall Festival 10/2017 Veterans Banners and Brackets for Utility Poles
<b>LEGAL DEPARTMENT:</b> Municipal Court	Misc. Legal - Documents, Cases, Contracts, etc.
<b>PLANNING AND ZONING</b> Industrial Park Lots - for Sale, etc. Work with NexTech and City Departments to improve Cyber Security Work w/PD on Nuisance Structure regulations and other nuisances City-Wide Cleanup / Brush Removal Old Equipment & Misc. – Sell on purplewave.com	Quarterly Construction Valuation Report Prepare Easements for any City-owned property without one City Hall - Awning Replacement (switch to metal) Permits - Building/Zoning/etc.
<b>POLICE DEPARTMENT</b> Nuisance Updates (Work with Zoning Clerk) Patrol Car – Waiting on Delivery (Purchase approve 8-1-2018)	Department Activities and Cases
<b>STREET DEPARTMENT:</b> Concrete Street Repairs Sidewalk Repairs on City Rights-of-Way	Pavement Management System/Asset Management System Street Improvement Projects
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Sewer Lagoon - Maintenance/Updates TTHMs - KDHE Survey Updates	Drought Update Sewer Pump Station #9 2019 Pickup – Waiting for delivery (Purchase approved 7-18-2018) Blue-Green Algae (Assist KDHE watch) Sewer Lagoons - Analysis (KRWA/funds for dredging)

**Mayor Luke declared the meeting adjourned.**

**Approved by the Governing Body and signed by Regina R. Kewley, City Clerk**

*\*Council Approved\**