

**BOOK 26**

**November 20, 2024**

**BURLINGTON CITY COUNCIL REGULAR SESSION 11-20-2024**

City of Burlington Governing Body met in Regular Session at City Hall's address, 1013 N. 4<sup>th</sup> Street, Burlington, Kansas, at 6:00 p.m. Wednesday, November 20, 2024. Mayor Luke called the meeting to order.

**THE PLEDGE OF ALLEGIANCE**

**ROLL CALL:**  Stan Luke, Mayor

Council Members present:

Jerilyn Curtiss (President of Council)

Maxi Berryman

Cara Mays

Lila Van Horn

Nathan Strawder

Martin Ernst

Superintendents Present:

Kevin Boyce (Parks)

Alan Schneider (Electric)

Mark Davidson (Street)

Doug Jones (Chief of Police)

Danny Hawkins (Water/Wastewater)

Also Present:

Anne Brown (City Clerk)

Mary Mader (Executive Administrative Assistant)

Philip Wright (City Attorney)

Jimmy Hugunin (Zoning/Grants Clerk)

Kerri Weltha (Deputy City Clerk)

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

**VISITORS:** Paul Abendroth, Sarah Strawder

**AGENDA:**

*Council Member Ernst, "I move to approve the agenda as amended." Council Member Van Horn "Second." Motion unanimously carried, 6:0.*

**MINUTES 11/6/2024:** Mayor Luke, "You have before you the draft minutes of our regular session of November 6, 2024. Are there any additions or corrections?"

*Council Member Curtiss, "I move to approve the draft minutes of November 6, 2024, as presented." Council Member Ernst, "Second." Motion unanimously carried, 6:0.*

**APPOINTMENT – Sarah Mader-Strawder – Otter Creek Grange**

Sarah Strawder, "Hi. I am Sarah Mader-Strawder. I am with Otter Creek Grange and we are planning like a spring craft fair. We'd like to use Kelly Hall and the 4-H building. When I spoke to you, I said May 3rd, it actually needs to be April 28th for the weekend before. So, the Grange organization is an organization that focuses on rural America and trying to bring initiatives to help sponsor rural America. Currently, some of the national programs is surgery for seniors of rural minds which works with mental health in rural areas. So, our goal is to have our vendor craft fair and then present some of the projects and some of the programs that the National Grange is promoting to help raise awareness and to kind of help grow our membership. So, it's just a community service organization out to do good. We are nonprofit and just looking to have some fun."

Council Member Berryman, "Where is Otter Creek? I've not heard of it." Sarah Strawder, "Otter Creek is west of town." Council Member Strawder, "Otter Creek is west of town, but the actual club is based in Burlington. Traditionally it was west of town."

*(Amended later in the meeting for the correct date of April 26, 2025) Council Member Van Horn, "I move to approve Otter Creek Grange to use the 4-H building and Kelley Hall on April 28, 2025, from 9:00 a.m. to 3:00 p.m. with the reservation fees waived." Council Member Curtiss, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Council Member Strawder abstained. Motion carried, 6:0.*

**PUBLIC COMMENTS**

Paul Abendroth, "Stan, I've got a question. You live out west out there in the nice housing area. What would you do if you had somebody that was starting to have a collection of cars, motorcycles, or lawnmowers, or

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something like that around there?” Mayor Luke, “Same thing I do now. I notify the Chief and they address it.” Paul Abendroth, “I’ve been after this for some time. Why can’t we get the city cleaned up from this stuff like that? It’s like we’re coming into town now. I know you got an industrial building out there but they still got a bunch of junk cars out there. You got Little Joe’s out there. It’s a bad entrance to Burlington and it doesn’t help the town grow. Why can’t we get something done with this? A couple houses in town should have been done something with a long time. Why can’t we get something done with this?” Mayor Luke, “Well, we investigated more and go further with it but I--.” Paul Abendroth, “Stan, I’ve been after you for over two years on this stuff.” Mayor Luke, “We just went through the process of eliminating one and we have done a couple of others before that. And it takes--. I can’t answer all the questions on the...especially the cars because they come and go, I think from what I’ve seen down there. It’s a tough row to hoe. I wish it was an easy answer.” Paul Abendroth, “They’re on 5<sup>th</sup> and Potomac Street, how long has that been there? It’s been there as long as you’ve been in office.” Mayor Luke, “Those are before I was even--.” Paul Abendroth, “That’s what I’m saying. Why can’t we get something done on it?”

Council Member Van Horn, “I can answer about the old dairy building or Little Joe’s, I guess it is, and that that was inherited property when Joe passed and the person that received it lives in Alaska or somewhere. So, I don’t know. They talk about trying to sell it but I haven’t--.” Paul Abendroth, “They have a for sale sign up now, but still even though Joe was alive, why couldn’t we have got something done on it then?” Council Member Van Horn, “Well, believe me, I just wanted to go cut the trees out of the parking lot.” Paul Abendroth, “Yeah, I know.” Mayor Luke, “We’ll work on it harder.” Paul Abendroth, “Well, I think we need to.”

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

**General:** Electric personnel have been doing many line locates, customer service requests, tree trimming, shop maintenance, preventative line maintenance, street light maintenance, and vehicle and equipment maintenance.

**Jail Transformer:** Superintendent Schneider, “The men today were working on the metering for the new jail addition transformer. They got that ready to go. We’re waiting on them to pour some concrete, which I believe they’re waiting on a couple other entities to get some things done. We just don’t want to put our transformer down there until they get that cleared up. We don’t want concrete and construction to pile up around it. So, we’re ready when they are on that.”

**Downtown Christmas Lights:** Superintendent Schneider, “The men have been downtown working on the Christmas lights and the ones that hang along HWY 75, we’re getting those ready for the year in the shop. Then the power is ready at 6<sup>th</sup> and Neosho for the Christmas tree ceremony.”

### **ELECTRIC DEPARTMENT: PRODUCTION Update**

**General:** Power plant personnel have been performing normal power plant and equipment maintenance, over current relay maintenance, plant reports, DC power supply, and substation maintenance.

**Reports:** Superintendent Schneider, “Completing plant reports.”

**Generator Maintenance:** Superintendent Schneider, “Yesterday, today, and tomorrow, I believe they have another generator schedule. So, we will have all of our generators exercised for the month after tomorrow, I believe.”

### **WATER AND WASTEWATER: Distribution Update**

**General:** Personnel have been doing the normal duties: line locates, work orders, reading meters, meter rereads, cleaning sewer lift stations, maintenance on trucks and equipment, attending safety meetings, customer call-outs, and concerns.

**Maintenance:** Council Member Berryman, “C&B Equipment came down and worked on lift stations number three, four, and seven. They replaced the low-level floats, adjusted wear plates on the pumps, and did general maintenance. Flow Solutions came and tested our flow meters of the water plant which is done every year. The staff replaced all the battery backup batteries and at all eight lift stations.”

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**Scrap Metal:** Council Member Berryman, “They’ll be hauling off their first load of metals and brass to sell this week.”

### **WATER AND WASTEWATER: Production Update**

**General:** Normal duties. The plant is running well.

**Lime Silo Maintenance:** Council Member Berryman, “The lime silo bag collector at the water plant was worked on. New bags and a slide actuator were replaced.”

**Water Usage:** Council Member Berryman, “Water usage was around 475,000 gallons a day, which is normal for this time of year.”

**Employee Appreciation Dinner:** Council Member Berryman, “They want to say thank you to the council for the great meal at the employee appreciation dinner.”

### **STREET DEPARTMENT: Update**

**General:** Personnel have been doing the normal duties: cleaning ditches, sweeping curb and gutter, fixing potholes and ruts, blading rock roads, repairing and re-rocking alleys, tree trimming, fixing and replacing street signs, and truck and equipment maintenance.

**Curb and Gutter:** Superintendent Davidson, “We have been sweeping curb and gutter and cleaning out catch boxes.”

**Tree Trimming:** Superintendent Davidson, “We have been trimming street trees.”

**Graceland Cemetery:** Superintendent Davidson, “We got a little work done at the Graceland Cemetery. We removed a dead pine tree. Also, they had gotten some fence out of Topeka. They are going to put up some metal fence in front of the cemetery to match the other. We went down and unloaded that for them.”

**Road Maintenance:** Superintendent Davidson, “We have been patching holes in alleys and streets. We replaced an alley culvert and extended a driveway by 14<sup>th</sup> and Neosho.”

**Animal Control Parking Lot:** Superintendent Davidson, “We did a little work on the parking area for the animal control.”

**Employee Appreciation Dinner:** Superintendent Davidson, “The guys wanted to say thank you for the employee appreciation dinner.”

### **QUESTIONS / COMMENTS**

Mayor Luke, “The state was in working on HWY 75?” Superintendent Davidson, “They came in yesterday, I was off yesterday, but I saw they had ground down some of the high spots in the highway. Per Graham, the Superintendent out of Waverly, he had contacted me and said they were going to do some patching. He wanted to know if we could assist them with a piece of equipment and maybe a little manpower there. They are short on manpower. I told him to get in contact with me. So, I don’t know if I plan on coming back and doing some patching now that they’ve ground off the high spots. I just need to wait and see what he’s going to do.” Mayor Luke, “Well, they did grind off the high spots, but they sure didn’t fill the low spots.” Superintendent Davidson, “No, they did not. It’s probably getting too late in the year for them to get hot mix. I don’t know for sure.” Mayor Luke, “Yeah, I just noticed they were in yesterday.”

### **POLICE DEPARTMENT: Update**

**General:** Chief Jones, “Normal duties.”

**Activities/Cases:** Chief Jones, “We worked domestics, made I think three arrests now on city warrants. We have been assisting the Sheriff’s Office with some high-profile calls. We had a very large funeral escort come through Friday morning; 60 cars that came all the way from Iola and went out west of Baker Cemetery, we just tried to avoid the stop lights. We took them out around the south side of town, Housatonic, and then up 16th Street.”

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**KDOT – HWY 75:** Chief Jones, “To follow up with what Mark said about KDOT supposedly working you may or may not have noticed or you may or may not get contacted KDOT has changed the speed limit signs going south out of town. We have some discrepancies on what the speed limits are in various places now. Where it was 35, now it's 40 where it was 55 going south is 40 all the way out to the 65 sign by the Ford dealer. Coming back in it drops from 55 to 35. It's just strange right there. So, I will probably be trying to get a hold of Curtis and see just what they're thinking was but it's a state highway so we don't have any say on what those speed limits are out there.”

City Clerk Brown, “So was it just the south end?” Chief Jones, “I didn't see anything on the north end. This was all going south out of town. Where it used to be when you came in and you were at 65 and had the drop to 55, now there's a 40-mile-an-hour one in there and that's extended longer than it was previously. And just, I'm not real sure which engineering student recommend that work. We will go from there.”

**Server – In-car Video Replacement:** Chief Jones, “But another thing I've got is our server that we use for in-car videos and that's the only thing we use it for is in-car videos. Patrol car comes to the office, it connects wirelessly through the server so you don't have to go out and use the laptop and spend an hour or hour and a half, two hours, downloading videos. It just hits the system and sends it in. About two months ago, that server crashed hard on us. We called our support outfit, Advantage Computer. They came up and got it and they have been working on it ever since and I got the report from them. The operating system drive is damaged beyond repair. The data drive, they were able to make a backup copy and save the data on that. Since they are the outfit that upgraded, the police department service system about four years ago, our complete computer network, and they are our support or I.T., same outfit that just upgraded the computer system for City Hall, and also, they are support I.T. for City Hall. I'm not positive Anne but did they also set up the cameras for y'all?”

City Clerk Brown, “Yes.” Chief Jones, “Okay, so this is an outfit that we have long-standing working relationship with. I only have one quote. To replace that in-car video server their quote is \$10,810.00. My recommendation is for council to accept this quote in the best interest of the city. Anne thinks she can find some money to do this with. That's where I'm at.”

***Council Member Ernst, “I'll make a motion to approve the police department to purchase a server for the in-car videos from Advantage Computer for \$10,810.00.” Council Member Berryman, “I second the motion.”***

Council Member Strawder, “I am learning all of this on the fly. Procedure wise is there anything indicating that it needs to go out for a bid or anything like that? The dollar amount or is the process? Was it sent out the bid and we only got one response back or...?” Chief Jones, “I didn't actually go out for bids. I asked this company for a quote. So, I knew what the damage we were looking at would be as far as dollar-wise, but because this is a company that we've been using and have used, we continually use it, our main server that we back up and store, our case files on, we have a contract with them to back up our case files on their protected system down in Iola so it's safe from fires and tornadoes type things. I just felt that was in our best interest to keep continued work with the company we already have now.” Council Member Berryman, “Didn't you say it would take about 45 days for them to build? So, you're looking far out. Chief Jones, “That would be my conservative estimate as to by the time they order parts in, get everything configured, get all the hardware and software installed because there would be some proprietary software through our vendor for our in-car cameras. And by the time they can get all that done and get it installed. I guess it could probably easily be six to eight weeks.”

Council Member Berryman, “And you have confidence in this company because we've had prior usage?” Chief Jones, “We used to have another outfit which comes out of like Salina or McPherson called Nex-Tech and we didn't care for the service from them at all.” City Clerk Brown, “They were very expensive.” Chief Jones, “They were and we started using Advantage, City Hall started using it, and we've had very good luck with them all the way through. They are in Iola so that's only 45 minutes away. We call for a technician to actually come on site and help and generally, they're here that day. So, we've been very happy with the level of support we've received from them.” Council Member Ernst, “So, they are our I.T. vendor.?” Chief Jones, “Yes, sir.” City Clerk Brown, “Yes. I don't know, because I haven't had anyone ask and I haven't had to deal with it, what the dollar limit is that we have to go out for bids. I don't know if the council wants to do that or if you're comfortable enough with his recommendation that we just go with that.” Council Member Strawder, “I just didn't know if there was

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an ordinance or policy on it.” City Clerk Brown, “I don’t know. I know we always do for like the streets and big pieces of equipment but some of the smaller stuff like this, I don’t know that we go out for bids.”

Council Member Curtiss, “Well, okay. I know nothing about this kind of stuff, but if we went with a different company and a different server, then would we have to have some more stuff to back it up that might raise the price more?” Chief Jones, “It could possibly. I don’t know.” Council Member Curtiss, “I don’t know.” City Clerk Brown, “I think it’s just safer to stay with this company because they are our I.T. They’ve been the ones that have done the work all the way around with the police department and we know what their service and their quality is like. So, I think it’s--.” Chief Jones, “Did the water department use them also?” City Clerk Brown, “Yes, I think all of our departments use them.” Council Member Berryman, “Their close proximity, I think is an advantage also.” Council Member Mays, “We aren’t saying the company is not good.” Council Member Curtiss, “Yeah, I understand.” Council Member Strawder, “No, because there needs to be some type of safeguard to make sure that we don’t.... If you get a company in there that starts doing everything and you have to keep the accountability somewhere. I mean, because yeah, if we only got one number, we don’t know if that’s a good number or not, it might be a 50%-discount compared to everybody else or it might be 200%. You know, we just didn’t know. That’s why I was wondering if there’s anything that was put in place that over X number of dollar amounts has to go.”

City Clerk Brown, “I can look into that. But the other thing to think about too, is the fact that he’s already been down for so long and it’s going to take 45 days. How long can you do without those?” Chief Jones, “We’re not doing without because we have the ability to take the laptop out to the vehicle and download the videos, straight to the laptop, which takes an hour and a half to two hours sometimes. Two hours is common. It’s not immediately accessible because one of the officers can pull up to the office at two o’clock in the morning to go and do reports and then wirelessly upload to that server. Now, this doesn’t affect our main server. It’s a completely separate server, just for the in-car videos.” Council Member Strawder, “So, I mean there’s still a workaround. It’s just this expedites the process tremendously. With that being said, I’m leaning more towards just getting a second quote just to make sure. I mean, again, if it was the type of thing, you know, rendered useless until repair, type of thing, I’d probably take a little bit of a different approach.” Chief Jones, “If it had been just a hard drive crash and we could replace the hard drive, I would have already had that done but they’re talking about having to replace the entire server and upgrade this server, because this one was purchased in 2016.”

Council Member Curtiss, “Does this ever involve any overtime work for people?” Chief Jones, “Generally I’m the one that goes out with a laptop and hooks it up while they’re there.” Council Member Curtiss, “Well, good job.” Chief Jones, “I am basically the I.T. guy for the police.” Council Member Curtiss, “Okay.” Mayor Luke, “We have two options. One is we can go ahead and vote on it or we can table the motion until we have an additional quote or we find that the funds are within the standards that we don’t have to have the quotes.” Chief Jones, “The only guidelines we really have is basically if it’s over \$1,500 I have to get councils permission but I’m not aware that we have--because we purchase vehicles like on the state contract price and the state contract pricing to Department of Administration meets the bid requirements. But I don’t know that we’ve ever actually discussed in writing or anything like that what the city bid policies are. I don’t know.” Council Member Curtiss, “That might be something we need to look at.” City Clerk Brown, “I’ll look into this.” Mayor Luke, “So, which direction?” Attorney Wright, “Well, there’s a motion so you got to do something with it.”

**Hearing no further discussion, Mayor Luke called for a vote. Council Members Ernst, Curtiss, and Berryman voted ‘Yea,’ and Council Members Van Horn, Mays, and Strawder voted ‘Nay.’ Mayor Luke votes ‘Nay’ to break the tie. Motion fails, 3:4.**

Attorney Wright, “That’s all you need to do and then Doug has his instructions.” Council Member Curtiss, “Can we say by the next meeting?” Chief Jones, “I should be able to have something.” Council Member Curtiss, “I mean we don’t want to wait forever.” Chief Jones, “No.” Council Member Berryman, “So at what point would it be acceptable to you, Nathan? If they come in a couple hundred dollars lower, you’re going to say go with the low one?” Mayor Luke, “No.” Council Member Strawder, “I’m just saying --.” Council Member Berryman, “I’m just asking what point are you looking for Nathan?” Council Member Mays, “My issue, I would vote yes if -- I just want to make sure that we don’t have a process, you know, like or just how there’s not a city bid process and then I’d be fine with how it’s working. I just want to make sure.” Council Member Curtiss, “We need to find out.”

**PARKS DEPARTMENT: Update**

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**General:** Personnel have been doing the normal duties: cleaning public restrooms and buildings, and building and equipment maintenance.

**Park Maintenance:** Superintendent Boyce, “We have been trimming some trees in the parks, mulching leaves in Kelley Park, and cleaning up limbs from the wind storms.”

**QUESTIONS / COMMENTS**

Council Member Curtiss, “Just thank you to all of you that helped put up the banners. They are much appreciated.”

**FINANCE: Claims Ordinance & Payroll Ordinance**

a. Claims Ordinance	2024-22	\$	<u>129,803.21</u>
b. Payroll Ordinance	2024-24	\$	<u>114,818.37</u>
	TOTAL	\$	<u>244,621.58</u>

**CLAIMS 2024-22:** Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2024-22 for the amount of \$129,803.21 for payment of city bills. Council Member Van Horn gave the second. City Clerk Brown, “The larger expenses we have tonight are Alexander Pump and Services \$8,654.50, Daves Pumping LLC \$3,202.00, Hawkins INC \$3,193.00, Mid-American Valve \$2,078.87, and the check for the sidewalk cost share \$3,450.00.” **Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2024-22 passed, 6:0.”**

**PAYROLL 2024-24:** Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2024-24 in the amount of \$114,818.37, as presented. Council Member Ernst gave the second. **Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2024-24 passed, 6:0.”**

**PLANNING & ZONING: Update**

**General:** City Clerk Brown, “Normal duties. Jimmy is gone to CASE conference this week, so I am giving his update.”

**Garage Cleaning:** City Clerk Brown, “He cleaned and organized the garage for the employee appreciation lunch.”

**Nuisance: Grass/Weeds Update:** City Clerk Brown, “He is still checking a few yards.”

**City Hall – Front Sign:** City Clerk Brown, “The sign company has the parts and will be here as soon as possible. They were supposed to be here Monday but because of the rain they postponed.”

**City Hall – Map Room:** City Clerk Brown, “He is still doing some things in the map room.”

**Permits:** City Clerk Brown, “He is working on a couple of permits.”

**OTHER COMMITTEE OR COUNCIL BUSINESS**

**Christmas:** Mayor Luke, “This time of year we look at whether or not you want to support all of our boards, city attorney, treasurer, council members, and the mayor with a gift certificate of chamber bucks for their service. So, at this time, I would accept a motion to give a \$20 chamber of commerce Christmas gift certificate to each board member, city attorney, city council member, and the treasurer.” No motion was made.

Mayor Luke, “Christmas gift for the city employees. Normally we give them an extra day off. This year it would be Thursday, December 26<sup>th</sup> with the option of the employees on duty that day that the employee can arrange for another day off in lieu of the 26<sup>th</sup> of December.”

**Council Member Van Horn, “I move to give each City of Burlington employee the gift of an additional paid day off for Christmas, with the day off for this year to be Thursday, December 26<sup>th</sup>, with the option that if an employee is on duty that day, the employee can arrange for another day off in lieu of the 26<sup>th</sup> of December.” Council Member Ernst, “I second the motion.”**

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Council Member Strawder, “So, this is standard that we make this motion, and do it?” Mayor Luke, “Yeah.” City Clerk Brown, “And they have to take vacation or comp time for the day after. So, they have to use their time for that day after Thanksgiving.” Council Member Strawder, “Okay, all I was going to was whenever we are looking at the policy book and stuff if this is a standard thing that we keep doing, it would probably be beneficial if it was just a standard day off instead of going through the motion every year.” Mayor Luke, “This year we will have to go through the motion.” Council Member Strawder, “Yeah, I understand.”

***Hearing no further discussion, Mayor Luke called for a vote. Motion carried, 6:0.***

### **LEGAL DEPARTMENT: Update**

***General:*** Attorney Wright, “Normal duties.”

***Developers Agreement:*** Attorney Wright, “I have been working on some revisions to the developer’s agreement based on meetings with a mayor, city clerk, and Jimmy.”

***Abendroth – Subdivision – Letter of Intent:*** Attorney Wright, “Then I also prepared a letter of intent for the parcel of property that Mike Abendroth owns and wants to have annexed in. That basically states that the city, once Mr. Abendroth presents his preliminary plot, the city at that point would go ahead and start working with the intent of the city to start annexation proceedings. I do not have a legal description yet put into the letter of intent. I believe, Anne reached out to Mr. Abendroth to get the legal description. We need that before we move forward. Then it’s also my understanding that Mr. Abendroth reached out to Anne and basically said that he wants us to put the letter of intent on hold at this time because he wants to keep his options open and he wants to wait until the developer’s agreement has been fleshed out and revised before he does anything. Is that correct?” City Clerk Brown, “Yes.” Attorney Wright, “So that’s where we’re at with that. Paul, are you listening?” Paul Abendroth, “Yes.” Attorney Wright, “Okay.” Mayor Luke, “So, the letter of intent is on hold for now.” Attorney Wright, “It is in your packet if you want to take a look at it. If there’s any feedback that any individual city council person has for me, please reach out and let me know, or if you see any corrections or edits you want made to it. Thank you.”

### **CITY CLERK: Update**

***General:*** City Hall staff have been busy with customers paying utility bills, many calls and inquiries, preparing work orders, vouchers for bill paying, payroll, and council meeting minutes.

***Support Letter:*** City Clerk Brown, “There is a letter in your packet, a letter of support, for the Coffey County Library. They are applying for assistance for new automatic door openers. Theirs are bad and want to do more. We did send that letter of intent.”

***Personnel - Training:*** City Clerk Brown, “Kerri attended her third year at Municipal Clerk Institute in Wichita on October 28th through the 30th. She has one more year and then she will be able to receive her Municipal Clerk Certification. So, it’s a four-year course. The third year is a tough one. I went through it and they have a capstone on the third year, which a panel gives them a scenario and they are broken up in groups and they have to-- like a city council issue, and we have to present it to the board and each person has a different part they have to play. So, it is a little stressful the third year for them but she got through that.”

***Closing:*** City Clerk Brown, “We already hit on the Christmas certificates. Just a reminder for the day after Thanksgiving, they have to use vacation or comp time. We usually give them the option to take that day off if they would like. We don’t need a motion for that. Just a reminder that we will be closed for those two days. If they don’t have time to use, they can work but the offices will be closed.”

### **QUESTIONS / COMMENTS**

Council Member Strawder, “I was just wondering on the online ordinance thing has there been the updates on that or timeline?” Executive Administrative Assistant Mader, “Yeah, they’re still working on it. They said, hopefully, within a month we’ll get something was the last I heard.” City Clerk Brown, “Mary is working with them on that since she’s the one that handles the ordinances and stuff. So yeah.” Council Member Strawder, “I was just curious.”

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**REPORT BY CITY OFFICERS:**

Council Member Berryman, “Has the hotel fallen by the wayside?” Mayor Luke, “The hotel is on hold due to financial situations on their side.” Council Member Berryman, “Thank you.”

**MAYOR’S COMMENTS:**

***Developer’s Agreement/Special Session:*** Mayor Luke, “Just a reminder that on December 3<sup>rd</sup> we will have our second meeting special session on the developer’s agreement. We will have the draft minutes and the draft on the developer’s agreement available prior to that as well.” Attorney Wright, “December 3<sup>rd</sup> at what time?” Mayor Luke, “4:00 p.m. to 6:00 p.m. at City Hall.” Attorney Wright, “And you guys made a motion at the special meeting?” City Clerk Brown, “Yes.” Attorney Wright, “You guys are on top of it.”

***Otter Creek Grange:*** Council Member Strawder, “One thing on the motion for the Kelly Hall and 4-H building, I think we need to verify the date on that.” City Clerk Brown, “April 28.” Council Member Strawder, “Is that a Saturday?” Sarah Strawder, “The 26<sup>th</sup> is the Saturday. I said the wrong date again.” City Clerk Brown, “So, you need the 26<sup>th</sup>?” Sarah Strawder, “I am so sorry.” Attorney Wright, “It’s a good thing we caught it now.”

***Council Member Ernst, “I move to amend the Otter Creek Granges use of Kelly Hall and the 4-H building from April 28th to April 26th from 9:00 p.m. to 3:00 p.m. with the reservation fees waived.” Council Member Curtiss, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Council Member Strawder abstained. Motion carried, 6:0.***

Mayor Luke declared the meeting adjourned.

Approved by the Governing Body and signed by Anne C. Brown, City Clerk