

The following are subject to modification and are not official minutes until approved by the Governing Body.

**CITY OF COLWICH, KANSAS  
CITY ADMINISTRATIVE CENTER  
310 S. 2<sup>ND</sup> STREET  
REGULAR COUNCIL MEETING  
NOVEMBER 16, 2015  
7:00 P.M.**

**1. CALL TO ORDER**

Mayor Terrence D. Spexarth on Monday, November 16, 2015 at 7:00 p.m. called the regular monthly meeting of the Colwich City Council to order.

**ATTENDANCE**

Present were Mayor Terrence D. Spexarth, Councilmembers Robert Winter, Stephanie Guy, Angela Banz, Doyle Dodd with Pamela Winegarner absent.

Staff members present were William Gondoly, Public Works Director; Stanley Juhnke, City Attorney; Mike Rau, Firefighter; Mark Hinkle, Chief of Police, and Diana Brooks, City Clerk.

**PLEDGE OF ALLEGIANCE**

Mayor Spexarth led the audience, staff and Council in the Pledge of Allegiance.

**2. NOTICES AND COMMUNICATIONS**

Ms. Diana K. Brooks, City Clerk read a note from Mary Ann Morrison thanking the Council for allowing her to chair the Heritage Festival Committee. Ms. Brooks also read a note from Ms. Linda Gage making suggestions for the Heritage Festival and recommending a raise for Chief Mark Hinkle.

Mayor Spexarth reported that PEC provided apples for everyone's enjoyment and recommended they take some home.

**3. CITIZEN COMMENTS**

There were no citizen comments.

**4. PURCHASE REQUESTS AND ITEMS NEEDING COUNCIL ACTION**

A. Review of the request to approve the drinking establishment license for the KEG

Mayor Spexarth requested that the Council approve the drinking establishment license for the KEG and waive the distance requirement as they are within 150 ft. of a residential district.

**Councilmember Dodd moved that the Council approve the application for the KEG and waive the residential requirement. Councilman Winter second the motion. Motion carried 4-0.**

- B. Review of the request for signs in Union Park Addition – Union Park Homeowners Association

Mayor Spexarth reminded the Council that the Union Park Homeowners Association requested to install signs alerting drivers of children at play. Mr. Harlan Sharpe, Vice President of the Union Park Homeowners Association, requested the cost of the signs and the procedure for their installation. Chief Mark Hinkle, Chief of Police stated the signs and necessary hardware were \$200 each with the City staff doing the installation.

Mayor Spexarth requested Mr. Sharpe to contact the City Clerk when the association wanted the signs ordered.

- C. Discussion annual holiday bonuses for employees

Mayor Spexarth requested Council's direction regarding holiday bonuses for employees and provided bonuses amounts given in the past.

**Councilman Winter moved that the Council approve a holiday bonus of \$200 for full-time employees and \$100 for part-time employees. Councilwoman Banz second the motion. Motion carried 4-0.**

- D. Review of the bids for the 2016 Police vehicle

Chief Mark Hinkle, Chief of Police stated he received seven bids for the 2016 police vehicle with Mel Hambelton Ford being the best bid at \$28,160. There was discussion regarding the various pieces of equipment needed with some costs unknown at this time and the plan for selling the current vehicle. The Council requested that Chief Hinkle discuss financing options with Mel Hambelton and report his findings to the Mayor.

**Councilwoman Banz moved that the Council approve an amount not to exceed \$45,000 for the purchase of the new F150 pick-up from Mel Hambelton Ford along with all of the equipment, lighting, shipping and handling and give the Mayor authority to approve any installation fees up to \$8,000. Councilwoman Guy second the motion. Motion carried 4-0.**

Mayor Spexarth requested to put the funds from the sale of the 2010 vehicle in the CIP for the Police Department once a sale was completed.

**Councilwoman Banz moved that the Council approve the proceeds be placed in the CIP Police Fund for replacement costs. Councilmember Dodd second the motion. Motion carried 4-0.**

## **5. CONSENT AGENDA**

- A. Approval of the minutes of the October 19, 2015 Council meeting
- B. Approval of the Appropriations Ordinance No. 15-10-02 and 15-11-01
- C. Approval of the October financial reports

**Councilwoman Guy moved that the Council approve the consent agenda A-C as presented. Councilmember Dodd second the motion. Motion approved 4-0.**

## **6. COMMITTEE REPORTS**

- A. Heritage Festival

Ms. Mary Ann Morrison reported on the changes for next year's festival to cut costs with extensive discussion regarding the holding of the event annually or possibly changing the dates. The consensus of the Council was to hold next year's festival and make a determination at that time.

- B. Park Committee

Councilwoman Guy stated she had nothing to report.

- C. Marketing Committee

There was nothing to report.

- D. FEMA Committee

Councilman Winter stated there was nothing to report.

- E. Library Board – Mayor Spexarth stated the report was in the packet and complimented the landscaping being done at the Library.

## **7. DEPARTMENT HEAD REPORTS**

- A. City Engineer – Ben Mabry, City Engineer stated that the City vacated the street right-of-way and retained a drainage easement between 147 and 203 S 7<sup>th</sup> in 1976. He stated the City had the right to work in the easement in the case of an emergency but the routine maintenance was the responsibility of the homeowner. The City Attorney advised Council not to routinely maintain the easement.

Mayor Spexarth stated that the City Engineer was looking into the water leak issue by reviewing the paperwork on the type of material for the pipes used to assure the pipe was not defective.

- B. Fire – Mike Rau, Firefighter presented the monthly report. Mayor Spexarth stated that the runs had slowed down but the overall number for the year was higher than in previous years.
- C. Public Works – William Gondoly, Public Works Director presented the monthly report.
- D. Police Department – Chief Hinkle presented the monthly report.
- E. City Attorney – Mr. Stanley Juhnke, City Attorney, had nothing to report
- F. City Clerk - Ms. Brooks presented the monthly report and presented three bids for a new copy machine with Canon being the best bid. Cannon had the fastest machine and the lowest per page costs.

**Councilwoman Guy moved that the Council approve the bid from Canon for the copier. Councilmember Dodd second the motion. Motion carried 4-0.**

#### **8. GOVERNING BODY COMMENTS**

Councilwoman Banz thanked the department heads for their good work and that she thought Chief Hinkle deserved a raise.

Mayor Spexarth requested the Council to check their calendars to verify that December 16<sup>th</sup> worked for the holiday luncheon.

#### **9. EXECUTIVE SESSION**

No executive session was needed.

#### **10. ADJOURNMENT**

**There being no further business, Councilwoman Guy moved for adjournment at 8:09 p.m. Councilmember Dodd second the motion. Motion approved 4-0.**

Respectfully submitted  
Diana K. Brooks, City Clerk