

CITY OF SEVERY
REGULAR BUSINESS MEETING
DECEMBER 2, 2024
7:00 P.M. AT CITY HALL, SEVERY KS

Present: Mayor Donna Wiss, Council Members Marc Warren, Lyle Riggs, Kevin Klepper, Ron Robert, Rodger Kraft, Clerk Tessa Riggs, Water Superintendent Paul Schmidt, Treasurer William McClendon (via zoom) and City Attorney Alleen VanBebber (via zoom)

Absent: Code Enforcement Officer John Plonka

Guest: Robin Wunderlich & Jeanna Fout

Mayor Wiss called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited, and roll was called.

Riggs moved to approve the November 2024 minutes. Warren 2nd. Motion passed 5-0.

Robert moved to approve the November 2024 bills. Kraft 2nd. Motion passed 5-0.

Riggs moved to approve the November 2024 treasurer's report as presented. Kraft 2nd. Motion passed 5-0.

Water Superintendent Schmidt reported the water tower company came out last week and did an inspection. Part time employee Gareld Rollings has been cleaning out ditches to help with the flow of water when it rains and keeping the water off the roads. Rollings also removed two old whistles and installed a culvert. Schmidt mentioned that APAC and EBH will be onsite on Thursday. The only thing left at the water plant is the SCADA system. Schmidt explained that a contact relay was burnt up and he ordered another one which was approximately \$700. The heater at the water plant is not working and Schmidt contacted Rayburn. Part-time employees who are working towards their water and wastewater licenses are attending another training class on Thursday, December 5th in Augusta.

Old Business.

Clerk Riggs got all the plat maps and information from the county to establish the vacant lot on Railroad Avenue and South Street as a permanent address for the new owners to build a house. Robert moved to approve Resolution 2024-09 to assign an address within the city limits. Robert stated that 303 S. Railroad Avenue will be the physical address for Bryan and Darla Hampton. Warren 2nd. Motion passed 5-0.

Klepper moved to approve Resolution 2024-08 for removal or destruction of nuisance violation at 401 N. Hobart Ave. Public Enforcement Officer John Plonka will need to personally serve the owner. The property owner will have ten days to comply, or the City will proceed on. Kraft 2nd. Motion passed 5-0.

New Business.

Warren moved to go into executive session for 15 minutes to consult with City Attorney VanBebber on matters subject to the attorney-client privilege. Kraft 2nd. Motion passed 5-0.

Regular meeting reconvened. No action was taken.

Clerk Riggs reported that the deadline for reporting unobligated funds to the US Treasury is December 31, 2024. She has been in contact with the Office of Recovery via email and telephone. Clerk Riggs stated that the City has spent all the funds on the water and sewer departments, and she has all the proper documentation. Clerk Riggs did a report in April 2024, but since then the reporting portal has been locked. Severy is on a yearly reporting basis and Clerk Riggs will not be able to report again until April 2025. Even with the funds spent, Clerk Riggs is to report yearly. The Office of Recovery mentioned there will be a close out report, but that is not available at this time.

City Attorney VanBebber stated that she gave the City notice a couple months ago that she is retiring and will no longer be representing the City as legal counsel after December 2024. The council thanked VanBebber for everything she has done for the City. Mayor Wiss recommended William McClendon who is a licensed attorney through the State of Kansas. McClendon currently is employed by the City as the Treasurer and will need to resign from that position. Robert moved to accept Mayor Wiss' recommendation to hire William McClendon subject to a contract. Klepper 2nd. Motion passed 5-0.

Clerk Riggs noted that for the upcoming calendar year 2025 there is only one holiday that will interfere with the monthly regular council meeting. Kraft moved to change the September 1, 2025, to September 4, 2025 at 7:00 p.m. Warren 2nd. Motion passed 5-0.

Robert moved to approve full time employees \$100 and part-time employees \$50 for Christmas Bonus. Klepper 2nd. Motion passed 4-0. Councilman L. Riggs abstained.

Kraft moved to table employee raises. Warren 2nd. Motion passed 4-0. Councilman L. Riggs abstained.

Warren moved to go into executive session for 30 minutes to include Clerk Riggs and City Attorney VanBebber to discuss personnel matters of non-elected personnel. Klepper 2nd. Motion passed 5-0.

Regular meeting reconvened. No action was taken.

Kraft moved to enforce the purchasing procedure policy for all employees. Mayor Wiss and Councilman Warren both signed the policy that was drafted. Klepper 2nd. Motion passed 5-0.

Clerk Riggs stated the city work truck will be going in for a heater and service at Bailey's body shop. Discussion was had that the City shop large roller doors need serviced and one of the shop doors where the city truck parks needs a remote due to constant usage. Clerk Riggs will order one garage door opener and have all other doors serviced.

Councilman Riggs mentioned that there is a lot of talk from citizens regarding unincorporating and would like City Attorney VanBebber to give legal advice on this topic. VanBebber stated she wouldn't

recommend it, and it is not an easy task. Becoming unincorporated could eliminate services provided by the city such as water, sewer and refuse.

Warren moved to adjourn at 9:05 p.m. Kraft 2nd. Motion passed 5-0.

/s/ Donna Wiss, Mayor

Attest:

/s/ Tessa C. Riggs, City Clerk