

CITY OF SEVERY
REGULAR BUSINESS MEETING

MARCH 4, 2024

7:00 P.M. AT CITY HALL, SEVERY KS

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

Mayor Wiss called the regular business meeting to order at 7:00 p.m. The Pledge of Allegiance was recited, and roll was called.

Warren moved to go into executive session for 10 minutes to confer with City Attorney with matters subject to attorney client privilege. Kraft 2nd. Motion passed 4-0.

Regular meeting was reconvened. No action was taken.

Riggs moved to approve the February 2024 minutes. Warren 2nd. Motion passed 4-0.

Riggs move to approve the February 2024 bills. Robert 2nd. Motion passed 4-0.

Code Enforcement Officer Kierl reported approximately 175 grass/vegetation letters mailed to property owners. 30 of those letters were non-utility properties that are within the city limits. Kierl presented a bid for 106 N. Severy Avenue in the total of \$4,750 for clean-up. Kierl requested to move forward on cleaning this property up. Kierl stated at 401 N. Hobart Avenue the property owner has been sent a certified letter which has not been signed for at this time. Kierl reported a lot more stuff is continuing to be brought in and this is repeat of what happened on Kansas Avenue. Kierl has observed a third horse has been brought to the property at 0000 Water Street. To Kierl's knowledge, the owner has not requested a permit. The horses have a shed so the animals can go in and out. A resolution will need to be drafted for 106 N. Severy Avenue and 0000 Water Street. The one resolution has nothing to do with the clean-up price. Robert moved to accept the resolutions. Warren 2nd. Motion passed 4-0.

At 7:25 p.m. Treasurer William McClendon and council member Kevin Klepper joined the meeting.

Riggs moved to approve the February 2024 Treasurer's Report. Kraft 2nd. Motion passed 5-0.

Water Superintendent Schmidt reported the walls are installed at the water plant. The concrete forms will be formed this week. Trees are still getting trimmed around town. The sewers are going well. Signs need to be posted at the lake regarding rules of swimming, gas engines, and stealing water. The current mower has been serviced and the new mower is ready to be picked up. Council members decided the old mower will be used for primary as much as possible for the rough items and the new mower will be used for things like the park and the ball field. The fire department will be having two fundraisers. A chili feed and fire pit raffle will be held on April 20th at the Severy Community Building. They also will be doing a gun raffle from March 1st until all tickets are sold. Only 200 tickets are available. Tickets are \$25 each.

Old Business. Robert moved to approve the cemetery ordinance as amended in the clerks' notes. Kraft 2nd. Motion passed 5-0. A certificate of conveyance will be given to a person when they purchase a plot. In Kansas cemetery plots are considered real estate and can be bought and sold by the person who owns them. Once the owner has the certificate of conveyance, then they can register it with the register of deeds if they wish. When the time comes for the heirs to argue over the plot, that will be between them, and the probate judge and it has nothing to do with the city.

No update on the Kansas Water Office grants.

The subject of utility bills and late fees was discussed. The city offers payment by cash, money order, check or credit card on the city website. Mayor Wiss explained that Clerk Riggs purchased a box that has envelopes which could be used for payments and then put in the City's secure drop box. Klepper moved to leave the utility bills the way they are, being due by the 15th of each month. Riggs 2nd. Motion passed 5-0.

Clerk Riggs reported that the auditors mentioned the 2023 audit went rather well. The sewer broke even, and the water income had increased due to several things

like selling more bulk water due to drought, collection of late payments, and collection of bad debt accounts. Warren stated the City needs to prepare for the future. When the sewer does age out the funds will need to be in place. VanBebber mentioned the fees for the sewer are still below average for cities our size.

Two special meetings have been scheduled. March 7th will be to open the sealed bids from the refuse contractors. March 12th is a request for a hearing regarding orders of violations.

New Business. Guest Jeanna Fout, new property owner of 107 North Severy Avenue would like to purchase the vacant lot to the north of her property. Fout will need to obtain a survey.

In Kansas, if someone owns property within the city limits, the city has the right to decide what address, numbers or names is given, not the United States Postal Service. Vacant lots are assessed differently than properties that have a structure. Riggs moved to adopt an ordinance assigning street addresses. Warren 2nd. Motion passed 5-0. Riggs moved to assign an address of 300 North Mill Street which currently has a tax assessor's temporary vacant lot number of 0000 Water Street. Klepper 2nd. Motion passed 5-0.

Water Conferences. Schmidt does not have any employees who have enough hours to take the test for a water operators license. Clerk Riggs does not plan on attending due to payroll, utility billing and a couple days prior to preparing for the April regular council meeting. Robert asked if Schmidt had someone who would be able to run the plant while he was at training. Schmidt reported that part time employee Ledford does know how to do a backwash and run the plant. Schmidt stated that an individual must be working with the city for one year and is required to have a certain number of credits hours prior to applying for a test. Robert moved to send Schmidt to water conference for March 26th, 27th and 28th and \$25/day for per diem. Kraft 2nd. Motion passed 5-0.

Warren moved to go into an executive session for 35 minutes for personnel matters to discuss non-elected personnel with City Attorney VanBebber. Klepper 2nd. Motion passed 5-0.

Regular meeting was reconvened. No action was taken.

Klepper moved to adjourn at 9:45 p.m. Kraft 2nd. Motion passed 5-0.

Next meeting will be Monday, April 1, 2024 at 7:00 pm in City Hall.

/s/Donna Wiss, Mayor

/s/Tessa C Riggs, City Clerk