

Regular Meeting
City Hall, Marysville, Kansas-November 25, 2024

Members of the Governing Body of the City of Marysville were called to order in the regular session at 7:00 p.m. on the date and place noted above with Mayor Frye in the chair. City Administrator Haverkamp, City Attorney Westbrook and Interim City Clerk Ralph were also present.

After the Pledge of Allegiance, roll call was answered by the following council members: Ferris, Behrens, Keating, Beikman, Throm, and Schrater. CM Snellings and CM Goracke were absent. A quorum was present.

The minutes from the November 12th regular meeting were presented for approval. CM Throm moved; CM Schrater seconded to approve the minutes as presented. Motion carried by 6-0 voice vote.

PUBLIC COMMENTS:

BUSINESS AND DISCUSSION ITEMS:

1. **LIBRARY BIKE RACK REQUEST.** Library Director Mandy Cook requested installation of two bike racks in front of the Marysville Public Library. City staff has okayed the location west of the library doors next to the building. CM Beikman moved; CM Throm seconded to approve the installation of the bike racks with city staff installing them. Motion carried unanimously.
2. **C&T CHRISTMAS CELEBRATION REQUESTS.** Wayne Kruse, Convention & Tourism director, presented Christmas celebration requests. After discussion CM Throm moved, CM Schrater seconded to approve the Christmas celebration requests. Motion carried unanimously.
3. **RESOLUTION 2024-25 APPLICATION FOR SMALL CITIES BLOCK GRANT.** Resolution 2024-25 was presented to apply for the Kansas Small Cities Community Development Block Grant program for the Koester commercial block. CM Throm moved; CM Keating seconded to approve the resolution. Motion carried unanimously. Brett Wagoner, the grant writer for FDG, was present to answer questions.
4. **STATEMENT OF ASSURANCES AND CERTIFICATIONS.** A statement of assurance and certification was presented. CM Keating moved; CM Throm seconded to approve the statement of assurance. Motion carried unanimously.
5. **MAYOR ATTESTATION STATEMENT.** The mayor's attestation statement was presented. Mayor Frye asked for approval to sign. CM Schrater moved, CM Behrens seconded to approve the mayor to sign. Motion carried unanimously.
6. **RESIDENTIAL ANTI-DISPLACEMENT & RELOCATION ASSISTANCE PLAN.** A residential anti-displacement and relocation assistance plan was presented. CM Throm moved, CM Keating seconded to approve the residential anti-displacement and relocation assistance plan. Motion carried unanimously.
7. **DISCLOSURE-UPDATE REPORT.** A disclosure update report was presented. CM Keating moved; CM Throm seconded to approve the disclosure update report. Motion carried unanimously.
8. **DETERMINATION LEVEL OF REVIEW.** A determination level of review was presented. CM Schrater moved, CM Throm seconded to approve the determination level of review. Motion carried unanimously. Mr. Wagoner said he hoped to have good news to report back to the council in approximately 60 days.
9. **POLICY A-100 FOOD TRUCK FEES.** CM Schrater questioned the need for a background check where they will not be going door to door. CM Keating did not see it necessary and asked CA Westbrook his opinion. He said he found the background check unnecessary. After council

discussion CM Schrater moved, CM Beikman seconded to approve Policy A-100, excluding number 3, background check fee. Motion carried unanimously.

10. **205 CALHOUN CONDEMNATION.** After reviewing CI William Ralph's report council requested CI Ralph get access to inspect the interior of the house. Council asked CA Westbrook to file a continuance. CM Throm moved, CM Schrater seconded to extend the deadline to December 4th. Motion carried unanimously.
11. **FINAL PLAT-PX RANCH SUBDIVISION.** A final plat for the PX Ranch Subdivision was presented. CM Keating moved, CM Schrater seconded to approve the plat as presented. Motion carried unanimously.
12. **FINAL PLAT-ELLENBECKER SUBDIVISION.** A final plat for the Ellenbecker Subdivision was presented. CM Keating moved; CM Throm seconded to approve the plat as presented. Motion carried unanimously.
13. **ORDINANCE 1935 APPROPRIATING MONEY FOR 2025 PAYROLL.** Ordinance 1935 appropriating money for the 2025 payroll was presented. CM Throm moved, CM Schrater seconded to approve the plat as presented. Motion carried by 6-0 roll call vote.
14. **MCAC MANAGEMENT AGREEMENT.** The MCAC Management Agreement was presented. CM Throm moved, CM Schrater seconded to approve the agreement as presented. Motion carried unanimously.
15. **MARYSVILLE AMBULANCE CONTRACT 2025.** The Marysville Ambulance Contract for 2025 was presented. CM Throm asked how much the contract had increased. CA Haverkamp reported it is the same as the previous year. CM Schrater moved, CM Keating seconded to approve the agreement as presented. Motion carried unanimously.
16. **POLICY A-101 MERIT PAY.** Policy A-101 to increase employee merit pay was presented. CM Beikman moved, CM Schrater seconded to approve policy A-101 as presented. After council questions and discussion motion carried unanimously.
17. **POLICY A-102 CLOTHING ALLOWANCE.** Policy A-102 for an annual \$150 clothing allowance for all employees was presented. CM Schrater moved, CM Throm seconded to approve policy A-102 as presented. After council discussion motion carried unanimously.
18. **RFP CHARLES JD KOESTER HOUSE DISCUSSION.** Mayor Frye reminded council of their options: accept the one remaining RFP, reopen the RFP, or reject all proposals and restructure the plan entirely with a new RFP or otherwise. After council discussion CM Keating moved, CM Behrens seconded to reject all proposals. Motion carried unanimously.

NOTICES AND HEARINGS:

CONSENT AGENDA:

APPROPRIATIONS ORDINANCE NO. 3835

1. Claims against the funds of the City were submitted for Council consideration as follows: General Fund, \$143,618.91; Water Revenue Fund, \$43,706.76; Sewage Revenue Fund, \$26,288.92; Industrial Fund, \$3,125.00; Library Revolving Fund, \$7,458.32; Koester Block Maintenance Fund, \$1,170.62; Employee Benefit Fund, \$9,669.21; Transient Guest Tax Fund, \$7,660.62; Sales Tax Improvements Fund, \$34,498.27; making a total of \$277,196.63.

2. An appropriations ordinance was introduced and considered to honor claims against the funds of the City as audited by the Finance Committee. CM Throm moved; CM Schrater seconded to approve the appropriations ordinance totaling \$277,196.63.
3. Motion to approve the appropriations ordinance carried by 6-0 roll call vote. Interim City Clerk Ralph assigned Ordinance No. 3835.

STAFF REPORTS:

CITY ADMINISTRATOR:

1. **CITY PROSECUTOR RESIGNATION.** CA Haverkamp announced city prosecutor Andy Lohmann submitted his resignation as of December 1.
2. **LEVEE & AIRPORT GROUND CONTRACTS.** CA Haverkamp announced the contracts for mowing the levee and farming and haying the ground at the airport are expiring. The city will advertise for bids.
3. **NORDHUS STORM SEWER PROJECT UPDATE.** CA Haverkamp reported the bid opening for the Nordhus Storm Sewer project will be December 18th at 2:00 p.m.
4. **STREET COMMITTEE MEETING WITH BG.** Thaniel with BG Consultants has asked to meet with the street committee about the 12th and Keystone Rd project and the HWY 77 project. The committee meeting was set for 5:30 p.m. on Monday December 9th prior to the council meeting.

STANDING COMMITTEE REPORTS:

1. **ADMIN/FINANCE COMMITTEE.** The Admin/Finance committee met with the MHS Principal Tim Woodcock about the creation of the Youth Advisory Council. Mayor Frye will attend the next school board meeting on December 9th to answer questions and keep this moving forward.
2. **TREE BOARD.** The Tree Board met to discuss the Christmas tree project. The Pony Park was a probable place that was discussed and multiple species of trees were discussed. Staff and the board will do more research and keep working on this.
3. **CHARTER ORD/REGULAR ORD.** CM Behrens asked how long CA Westbrook would need to investigate the charter ordinance vs regular ordinance issue that was brought up. He indicated it would be after the first of the year before he would be able to do the proper research for that. An admin/finance meeting was scheduled for December 4th at 5:15 p.m.

APPOINTMENTS:

1. **INTERIM CITY PROSECUTOR.** Aaron Westbrook, effective December 2024. CM Beikman moved CM Schrater seconded to approve the mayor's appointment. Motion carried unanimously.

CITY ATTORNEY:

1. **CHARTER ORD/REGULAR ORD.** CA Westbrook said he will continue to research the charter ordinances and regular ordinances regarding the reporting hierarchy.
2. **PROSECUTING ATTORNEY.** CA Westbrook will begin familiarizing himself with case files for municipal court.

EXECUTIVE SESSION: Mayor Frye asked for an executive session. At 8:09 p.m. CM Throm moved the city council recess into executive session to discuss possible acquisition of real estate exception K.S.A. 75-4319(b) (6). This meeting will include the Mayor, City Council, City Administrator, and City Attorney. The open meeting will resume in the city council chamber at 8:25 p.m. CM Behrens seconded. Motion carried 6-0. At 8:25 p.m. the council reconvened. Mayor Frye reported no binding action was taken during the executive session and the regular meeting was continuing.

EXECUTIVE SESSION: At 8:26 p.m. CM Schrater moved the city council recess into executive session to discuss personnel matters of non-elected personnel, discussion on specific personnel matters, not general personnel policies, exception K.S.A. 75-4319 (b) (1). This session will include the Mayor and City Council. The open meeting will resume in the city council chamber at 8:40 p.m. CM Throm seconded. Motion carried 6-0. At 8:40 p.m. the council reconvened. Mayor Frye reported no binding action taken during the executive session and the regular session was continuing.

EXECUTIVE SESSION: At 8:40 p.m. CM Schrater moved the city council recess into executive session to discuss personnel matters of non-elected personnel, discussion on specific personnel matters, not general personnel policies, exception K.S.A. 75-4319 (b) (1). This session will include the Mayor, City Council, City Administrator, and the City Attorney. The open meeting will resume in the city council chamber at 9:00 p.m. CM Throm seconded. Motion carried 6-0. At 9:00 p.m. the council reconvened. Mayor Frye reported no binding action taken during the executive session and the regular session was continuing.

COUNCIL COMMENTS:

- 1. CHRISTMAS DECORATIONS.** CM Ferris reported downtown was looking very festive and asked about the poles in the library block not being lit up.
- 2. WATER COMMITTEE MEETING.** CM Throm thinks the water committee needs to meet to get information out to the citizens about the increase in water and sewer rates effective the first of the year. Council instructed CA Haverkamp to gather information on why the rates are increasing: projects, when last rate increases were, chart of how bills are increasing, avenues to get the information out, etc.
- 3. CHARTER ORDINANCE.** CM Schrater said he would like to discuss the charter ordinance and how to move forward until CA Westbrook has time to research the matter.

There being no further business, at 9:07 p.m. CM Keating moved to adjourn, CM Schrater seconded. Motion carried unanimously.

Samantha J. Ralph
Interim City Clerk