

**CITY OF BELLE PLAINE
CITY HALL
401 N. MERCHANT**

REGULAR COUNCIL MEETING MINUTES

CALL TO ORDER

Mayor Richard Penn called the Regular Council Meeting for the City of Belle Plaine, Kansas, to order, on Thursday, December 21, 2017 at 7:00 PM.

COUNCIL ATTENDANCE

Members Present

**Lacy Tedman Dave Armstrong
Rob Narron Dennis McGinnis
Tori Bohannon**

A quorum was present

Staff Present

**Police Chief Gordon Fell; Guy Howell- Maintenance Supervisor;
Library Director Loree Hisken; Linda Stinnett-City Clerk; and
Stephanie McGinnis- Deputy City Clerk.**

MAYOR'S COMMENTS

Mayor wished those present a Merry Christmas and a great New Year. He reminded those present of the change of date from the January 4, 2018 meeting to January 8 for the swearing-in of new Council Members. He said the Council will work to arrange the attendance of representatives of BNSF, State, City, and County on January 18 to answer questions for the public on the Quiet Zone Initiative.

PUBLIC ITEMS

Greg Harlan, member of the Planning Board and City Building Inspector, presented his resignation from those to avoid conflicts of interest as he takes his City Council spot on January 8.

ADDITIONS OR CORRECTIONS TO THE AGENDA

- Discussion of the Mulvane EMS Agreement was added to New Business.

APPROVAL OF CONSENT ITEMS

MOTION: Tedman made a motion to approve the Payroll Ordinances 12-15-17 and 12-21-17, and Warrant Ordinance 12-21-17. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

MOTION: McGinnis made a motion to approve the minutes for the Council Meeting of 12-07-17 and the Special Council Meeting 12-16-17. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

NEW BUSINESS

Kenneth Cooper Jr. CPA Audit Agreement

An agreement to hire Kenneth Cooper Jr. CPA was presented. Cooper was in attendance.

MOTION: Tedman made a motion to approve the agreement for the 2017 and 2018 audits. Bohannon seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

Community Center Bell Project

Chief Fell, Jon Bristor, chairman of the Community Center Advisory Board, and David and Teresa Heater, representing the Belle Plaine Historical Society, presented a plan for putting the historic Presbyterian Church Bell in a permanent place at the Community Center by April 1, 2018. Chief Fell recommended using up to \$5,000 from the Capital Improvement Reserve Fund for the installation and allowing the Historical Society to retain its funds for future maintenance of the bell. He suggested that an agreement between the two entities be formally drawn up for the maintenance.

MOTION: Tedman moved the use of up to \$5,000 from the Capital Improvement Reserve Fund to install the bell. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

Following the vote discussion on the bell's clapperr was held and Council consensus was to leave it unlocked unless issues arise with it ringing at a later date.

City Employee Hiring Process

Mayor Penn said he finds it ludicrous that a special meeting had to be held to approve the hiring of a police officer. He said he would like for the City to have a process for department heads to move forward with routine hiring. Council Member Tedman said that while she agrees, the City does not have a defined process or a pay scale for positions. Clerk Stinnett said the City also needs to look at updating its Employee Handbook. Council Member Tedman said she can help locate a firm to aid with the process of establishing the pay scales and handbook update.

MOTION: Armstrong moved to table the discussion on the hiring process. Tedman seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

Mulvane EMS Agreement

Clerk Stinnett provided the extension of the agreement with Mulvane to provide EMS services. There was no change in pricing for the City. She also presented new EMS boundary maps for Sumner County, but those did not change the Mulvane/Belle Plaine jurisdiction.

MOTION: Tedman moved to approve the agreement. Bohannon seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

PURCHASE ORDERS

- None

STAFF INFORMATION

Staff provided information on a formal request for funding for the Quiet Zone from Burlington Northern Santa Fe Railroad; update on a sign donation for the Community Center; report on DARE Graduation; update on new water meters for the school district; the new Police Officer started his employment; and suggestion of holding the meeting on January 18 at the Community Center, if the Quiet Zone meeting is held that night.

EXECUTIVE SESSION

MOTION: Tedman made a motion to go into Executive Session for Non-Elected Personnel from 7:30 to 7:45 PM. Chief Fell was asked to be included in the session as needed. Armstrong seconded.

VOTING YEA: ALL VOTING NAY: NONE MOTION CARRIED.

Council returned to open session at 7:45 PM.

MOTION: Bohannon made a motion to adjourn the council meeting. Tedman seconded. The motion carried unanimously and meeting adjourned at 7:46 pm.

Respectfully Submitted,

Linda Stinnett, City Clerk