



June 4th, 2024

Glasco City council met in regular session Tuesday, June 4th, 2024, at 7:00 p.m. Mayor Carl Shrontz called the meeting to order.

Roll Call:

- Council members answering roll call were Alice Dietz, Dan Darnall, Cheri Jacobson, and Haley Davidson.

Approve Prior Months Minutes:

- Dan Darnall made a motion to approve minutes from previous meeting, seconded by Alice Dietz, motion carried.

Approve Appropriations:

- Approved by signatures of all council members and Mayor.

Public Works Director Report:

- Kevin Peterson presented the following information:
 - The sewer project is still ongoing – The contractor hit the 4” main line even though the marking flags were in the correct place.
 - New Tractor with mounted pump – still pending delivery
 - Asphalt has been delivered and patching of the roads will begin June 4, 2024
 - Memorial Day went well, nothing to report.
 - City of Delphos bid \$200 for the steel roller
 - Dan Darnall motion to accept bid, Alice Dietz 2nd, all other council members voted in favor.

Ordinance Control Report:

- Kirk Barr present to give update on lawn ordinances. Will provide a spread sheet to Carl Shrontz each month notating all addresses needing attention and the progress of each resident after communication.
- Still having some issues getting ahold of out-of-town homeowners for yard care issues.
- Another copy of the list of 28 properties that were shared in May’s meeting will be reviewed once more.
- Requested a list of inoperable tractors and vehicles along with addresses so he can investigate.
- Stated some implements do not have registration tags but need to be operational.

Public Comments:

- Kevin Williamson – requested an update on the house contract. Mayor Carl Shrontz stated the changes have been made and will get the paperwork ready to sign over the property.
 - Dan Darnall requested the building contracts from lawyers be resent.
- Community Recreation Program is ready for contract for Shared Treasures Boutique.
- Bill Wells – proposed having pipe installed for each of the flag poles at the cemetery for ease of placement when needed. Currently there are 80 flags that would need these pipes.



- Bill DeMars – VFW same as Mr. Wells.
 - New Holes for each pipe/sleeve for poles
 - 2 new poles at the Veteran’s Memorial to place Space Force and State of Kansas flags.
 - Possible expansion of the Veteran’s Memorial with concrete to be poured to secure pole sleeves
 - Flag poles need some care – Most are almost 50 years olde. Ropes are short and the pulleys on some are held in place with zip ties and the rope anchors on some are broken or have been modified to secure the flags.
 - Requested trees to be trimmed on North Side of cemetery to allow the flag poles and flags on that end to display properly. One tree on the west side of the main gate is currently overgrown and interfering with raising and lowering of the poles and flags.
- Kevin Peterson stated they may need to take down the tree. Another member suggested that someone carve the trunk.
- Bill Wells will provide flagpole company information to Mr. DeMars and Kevin Peterson.
- Dan Darnall stated once pricing was figured for this project it could move forward, however it could be up to 2 years before the project is complete. The funds would come from the cemetery fund.
- Request for water to be repaired at cemetery as the pumps do not work properly. No conclusion came to.

Mayor’s Report:

- Announced the Glasco Kitty Kitty fund is back up and running. Any resident that has feral kittens or cats and would like assistance in spaying and neutering please stop by City Hall and Heather Bowles will give a check for \$50 for each animal to assist in the procedure. The checks will be made out to your veterinarian so please have details available with request. Thank you to JoAnn (Cool)Alban for assisting Glasco with this effort.
- Permission request from the council to apply for a grant for new computer equipment for the city office. The equipment now is outdated and needs to be upgraded. Possible options would include a laptop and dual monitors. Cheri Jacobson mended there is a monthly Hanson Grant and council agreed unanimously to proceed.
 - Doug Berndt requested the city to provide him with all the details and costs of the new computer system and he would then present this information to an anonymous local resident for assistance as they have expressed their interest in helping the city, if possible.

Speaker Stuart Porter – Schwab Eaton & Bri Beck CBDG Extension office – Sewer Project Update:

- Pay estimate #6 & #7 needed signed – appropriate signatures were obtained.
 - Pay Estimate \$98,785.75.
 - Final Payment will be made in July
 - Stated the project should be complete by June 6th or 7th with clean up and final inspection on June 14th by 10am
 - Preliminary inspection meeting on June 11th @ 2:00.
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- Ms. Beck stated the last construction draw payment #4 and #5 have been submitted. There is roughly 1-2 weeks turn around once submitted to when funds are available to distribute.
 - Mr. Porter requested the city file for an extension to the Kansas Department of Revenue Division of Taxation for the Project Exemption Certificate which expired on February 9, 2024.
 - Dan Darnall motioned with Alice Deitz 2nd to approve extension



- Addendum to the Services between Schwab Agreement for Engineering Eaton and City of Glasco was brought forth with a change in the amount of Contract Administration and Construction Observation from \$42,000 to \$52,000 to provide continued intermittent project inspection services due to delays with the project.
- Kevin Peterson requested video images of Railroad slow flow issue – Mr. Porter stated he would send the video.
- Request for approval of payment 6 and addendum motioned by Dan Darnall, second by Alice Dietz.
- The addendum was signed by Mayor Carl Shrontz and City Clerk Heather Bowles.
- The approval for payment 6 was also signed along with a new signature form, signed by Carl Shrontz, Mayor, Alice Dietz and Haley Davidson, council members and Heather Bowles, City Clerk to have on file due to the change in city positions. This will be used for all future documents pertaining to the sewer project.

- Sewer Project had a quantities adjustment change order net deduct \$2,767.80 as a credit
- Mr. Porter recommended approving the 118 day extension.
- Mr. Porter provided explanation list of extension
 - Alice Dietz motioned to approve; Haley Davidson 2nd council approved unanimously.

- Mr. Porter explained the situation that occurred on Thursday May 30th. The forced main was damaged by the contractor, Ditch Diggers. Mr. Porter and the KDHE called in assistance from the City of Concordia and one privately operated and owned pump truck, Mr. Kingsbury, to keep the water pumped out of the area being worked on to prevent any water moving towards resident's home. The pump trucks ran for 24 hours straight keeping the area clean so the repair could be completed. The invoice from Mr. Kingsbury was \$7,300, which Ditch Diggers will pay in full via their grant funds. Mr. Porter stated there will be an invoice from the City of Concordia that will need to be paid by the City of Glasco once received.
- Dan Darnall requested Ditch Diggers also pay the invoice to the City of Concordia and Mr. Porter stated he would work with Ditch Diggers on the issue.
- Mayor Carl Shrontz requested the clerk send Mr. Porter the invoice once received.
- There was crop damage to Bill Dopp's wheat field adjacent to the forced main incident. The trucks needed to access the field to keep the water pumping out of the work area. The parcel of land damaged was 28.5' long and 20' wide. The approximate damaged area is .131 acre with a \$68.15 wheat crop damage assessment. Mr. Porter recommended the City of Glasco pay Mr. Dopp \$200 for the damages.
 - Haley Davison motioned to approve; Alice Dietz 2nd the motion. The council approved unanimously to pay Mr. Dopp.
- Mr. Porter stated the budget is \$7,000 over the initial amount expected.
 - Motion for additional \$7,000 loan by Alice Dietz; Haley Davidson 2nd, council approved.

Official Business:

- Motion to replace Carl Shrontz as Council President with Alice Dietz by Dan Darnall, motion 2nd by Haley, council approves unanimously.
- City of Glasco Employee Handbook – Revision to vacation allotted for new hires. After the 90 day probation period each full time employee will be allotted 1 full week work week of vacation.

- Motion to
by Haley Davison,



approve by Alice Dietz, motion 2nd
all council members approved.

City of Glasco Certificate of Deposit:

- The current Certificate of Deposit (CD) is at a .70% interest rate. The Citizen's State Bank is offering a special for a 7-month CD at 5% interest paid.
 - Alice Dietz motioned to approve, Cheri Jacobson 2nd, council approved.

Pickleball Palooza:

- Haley Davidson stated the event would be pushed out to August or September.

Nichol Home Evacuation Request:

- Haley Davidson requested in the event of an evacuation emergency that the residents of the Nichol Home be able to relocate to the city fire station. The previous location was the school and is now not an option.
- Agreement letter will be presented by Haley.

Street Sweeping Schedule:

- Request to post street sweeping schedule so residents can move vehicles when necessary.
- Kevin Peterson stated he would post the schedule at the City of Glasco office and on Facebook.

Summer Help:

- Keith Williamson has applied for summer help.
 - Alice Dietz motioned to approve, Dan Darnall 2nd, council approved.

Discussion items:

- Dan Darnall stated the card readers have been upgraded at the pumps at the pump station.
 - If your card is not working, might want to contact CVA for a new card
- Kevin Peterson stated the countertops on the pavilion in the park need to be replaced. Metal suggested for longevity.

Dan Darnall motioned to move to Executive session, Alice Dietz 2nd. Motion carried, regular session adjourned.

Executive Session:

- Personnel Discussed

Adjourn:

- Alice Dietz made a motion to adjourn, seconded by Dan Darnall, motion carried.