

KECHI CITY COUNCIL MEETING MINUTES

February 10, 2022

I. CALL TO ORDER/ROLL CALL

Mayor Ashley Velazquez called the meeting to order at 7:00pm

Council present: Ashley Velazquez, Todd Hedstrom, Matt Brewer, Brian Adams, and Richard Haddock.

City staff present: Kamme Sroufe, City Administrator; Andrew Kovar, City Attorney; Theresa Morlan, City Clerk; Jessie Woodrow, Chief of Police; and Thomas Bevan, Director of Public Works.

Guests present: Noah Taylor and Taylor Messick.

A. PLEDGE OF ALLEGIANCE – Led by Mayor Velazquez.

B. APPROVE CONSENT AGENDA

Motion by Brian Adams to approve the Consent Agenda. Seconded by Richard Haddock, the motion carried 4-0-0.

Consent Agenda

1. Council Meeting Minutes January 28, 2021

C. APPROVE AGENDA

Motion by Richard Haddock to approve agenda revised without Boundary Description. The motion was seconded by Brian Adams and carried 4-0-0.

II. COMMUNICATIONS

A. Civic Groups/Committees - None

B. Public Forum

City Clerk Theresa Morlan informed the council of a the thank you note from Kim Opat for the flowers sent for Kevin's memorial service.

C. Department Update – Chief Woodrow reported about a letter from a third-grade class in Utah that requested patches for their "Wall of Honor." They sent pictures and called the police department to thank them. Chief said it was a great experience.

III. OLD BUSINESS - None

IV. NEW BUSINESS

A. Purchasing Policy Revisions – City Administrator (CA) Kamme Sroufe highlighted the proposed changes, including raising department directors' allowed expenditures from \$2,000 to \$5,000, City Administrator's allowed expenditures from \$5,000 to \$15,000 with three verbal quotes, and expenditures greater than \$15,000 requiring council approval and three written bids. Contracts above the CA's spending authority would require council approval, and contracts cannot be signed for multiples years. Public Works Director, Thomas Bevan, gave several examples of situations which cost the city more for not being able to purchase materials and delays in getting materials due to supply chain issues.

Motion by Matt Brewer to approve the policy revisions as written and seconded by Richard Haddock.

Brian Adams made a substitute motion to change conditions for cooperative agreements, treating the cooperative agreement as 2 bids and get one additional bid. There was no second on the motion.

The original motion carried 4-0-0.

a. **Ordinance 1976-22 – An Ordinance repealing and replacing Chapter I, Article 3, Subsection 1-302(i) of the Code of the City of Kechi, Kansas regarding powers, duties, and responsibilities of the City Administrator.**

Motion by Richard Haddock to adopt Ordinance 1976-22. The motion was seconded by Todd Hedstrom and carried 4-0-0.

- B. Personnel Policy Revisions** - CA Sroufe presented the proposed changes. Brian Adams expressed concerns with payment upon termination, as well as with having the City Administrator having the authority to fire employees and to hire department heads.

Motion by Brian Adams to approve the revisions as printed with striking the last sentence in D-4a about paycheck being issued outside of regular payroll, and in D-2f removing “firing employees” and allow hiring of employees except department heads. The motion was seconded by Richard Haddock and carried 4-0-0.

Ordinance 1797-22 would need to be reworked to allow for changes made in the personnel policy.

Motion by Richard Haddock to table Ordinance 1797-22 until the February 24th meeting. Seconded by Matt Brewer, the motion carried 4-0-0.

V. DISCUSSION

CA Sroufe gave an update about the ARPA funding, which has been changed to allow funds to be used on general government operations, although she would still rather have it be used for capital improvements, possible the sewer infrastructure. She informed the council about BASE grant through the state which can be used for infrastructure improvements for economic development opportunities. For the BASE grant, we must move quickly. The application must be submitted by the end of the month, construction started withing six months, and completed within two years. She suggested using the funds for improvements on either Tigua St. or Huffman Dr. The grant is a 25-75 matching funds grant, and budgeted funds could be used as the city’s portion.

CA Sroufe presented an overview of the 2022 Adopted Budget for the incoming council and mayor to be aware of what is included as well as some best practices regarding reserve funds.

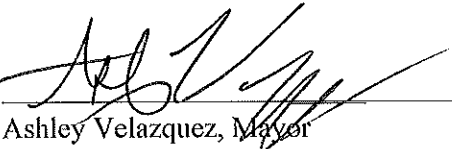
Regarding the Kechi Rd. and Oliver project, she expects revisions in the design from PEC very soon.

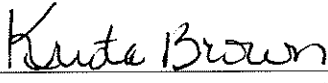
When asked about effects and impacts of inflation, she stated that we will be audited for 2021 next month, but we had an increase in revenue over the budget of more than \$200,000 and expenditures were \$60,000 less than budgeted. She mentioned there are three bills in the legislature right now with differing versions of reduction or elimination of sales tax on food.

Depending on what is passed will determine the impact on the city's revenue.

VI. RECESS

Motion made by Richard Haddock to recess until Thursday, February 24, 2022 at 6pm. for a workshop on KORA and KOMA. The motion was seconded by Brian Adams and carried 4-0-0. The time of recess was 8:33pm.

Signed: 
Ashley Velazquez, Mayor

Attest: 
Krista Brown, Deputy City Clerk