

KECHI CITY COUNCIL MEETING MINUTES

April 9, 2020

Prior to calling meeting to order, Mayor Speer read meeting protocols for the “Virtual Meeting” rules and compliance to Kansas Open Meeting Act. Meeting was presented using Zoom Meetings and was streaming on Kechi’s website and YouTube.

I. CALL TO ORDER/ROLL CALL

Mayor John Speer called the meeting to order at 7:03pm

Council present: Matt Brewer, Betty Washington, Richard Haddock, Margaret McCormick, and Brian Adams

City staff present: Robert Conger, City Administrator; Andrew Kovar, City Attorney; Jessie Woodrow, Chief of Police; Kamme Sroufe, Treasurer/Finance Director; and Theresa Morlan, City Clerk.

Visitors present: Rachel Trumbull, Taylor Messick, Ark Valley News, and Lee Ann Conger.

A. PLEDGE OF ALLEGIANCE – Led by Mayor Speer.

B. APPROVE CONSENT AGENDA

Motion to approve made by Margaret McCormick, and seconded by Richard Haddock. Motion carried 5-0-0

Consent Agenda

1. Approve Meeting Minutes of March 12, 2020
2. Appropriation Ordinance 760
3. Approve payment to Over 55 Club budgeted \$2000
4. Approve payment to Fair Committee budgeted \$3000

C. APPROVE AGENDA

Motion to approve minutes with striking Executive Session and renumbering Recess as item V was made by Brian Adams and seconded by Betty Washington. Motion carried 5-0-0

II. COMMUNICATIONS - None

III. OLD BUSINESS - None

IV. NEW BUSINESS

A. Kechi Rd & Oliver Street Project – Robert Conger presented the key terms of the WAMPO grant are that the relocation of multiple utilities need to be done before December 21, 2020 and the awarding of the project to a qualified contractor must be done before June 30, 2021. Due to delays with the setbacks and relocations of the utilities, and further complications brought on by the COVID-19 pandemic, he recommends the City Council petition WAMPO to approve a TIP (Transportation Improvement Program) Amendment on Kechi’s behalf. This would delay funding of the project for twelve months as part of KDOT’s fiscal 2022 budget and minimize the risk of losing the grant if not completed according to the current deadline.

Motion by Brian Adams to approve proceeding with filing the TIP Amendment. Margaret McCormick seconded the motion, which carried 5-0-0.

B. Zoom Technology – Robert Conger updated the City Council as to installation of technology hardware, audio interface, computer and camera equipment in the Council Chambers with the amount of \$4,000 to be able to be able to Zoom future Council meetings. He is working with DOS to have the digital and analog systems to work together, and to solve issues with the audio component not functioning yet. Our Zoom membership fee of \$154 per month, allows up to 100 participants, can be streamed to YouTube and Kechi’s Council Channel, and allows for 1 host. It can be upgraded to allow another host if needed, and a discount for an annual subscription.

C. City Procedures related to COVID-19 – Robert Conger stated that the City had begun altering the operating procedures beginning March 16th, and each Department Head reported the changes made within their department.

- Thomas Bevan, Public Works Director, stated that during March, he had his employees rotating shifts with one week on site and one week working from home on certifications and reports, but he now has all reporting. His employees are given different assignments allowing them to practice social distancing based upon tasks at hand.

- Jessie Woodrow, Chief of Police, has identified the protocol her officers are to follow, including trying to limit contact with public when possible, and when not possible taking precautions by wearing necessary PPE (Personal Protection Equipment). They have all PPE's needed, but she is still trying to acquire a thermometer. The officers are isolating themselves within the building, if it is necessary to be in building at same time.

- Kamme Sroufe, Finance Director, reported that the front office is open for business, although locked to the public. Appointments can be made to conduct any business that must be done in person, and staff are to wear appropriate PPE when in close proximity to each other or public. They are working remotely when not in the office. Police department is picking up mail, and then there is a 24 hour waiting period to open it. Work spaces are being disinfected often.

- Robert Conger reported that business is conducted by conference calls and Zoom meetings. The City will need to look at possible budget shortfall and prioritize expenditures.

- Andrew Kovar, City Attorney, commented that in regards to recent Stay at Home Executive Orders, that municipal business is considered essential, and there is potential relief for local governments.

D. Budgeted Employee Compensation - Robert Conger reminded Council that the planned budgeted performance increase for salaries was to go into effect April 1. The employees have stepped it up in this critical situation. There is uncertainty in budgetary impact, delinquent utility bills, sales tax revenue, and delinquent taxes next year. We are not looking at furloughs or layoffs, but need to be conservative at this time.

Motion by Brian Adams to delay increases until July 9th City Council meeting, and reconsider at that time. It will be determined at that time whether the increases will be retroactive or not. Motion seconded by Margaret McCormick. Motion carried 5-0-0.

Off Agenda - Mayor Speer reported on program to have residents paint fire hydrants.

V. RECESS

Motion by Betty Washington to recess until April 23, 2020 at 6pm for a workshop to review 2020 Budget ad possible delays in expenditures. Second by Brian Adams. Motion carried 5-0-0. Meeting recessed at 8:09pm.

Signed: _____
John Speer, Mayor

Attest: _____
Theresa Morlan, City Clerk