

MINUTES
THE REGULAR MEETING OF THE ROSE HILL CITY COUNCIL
TUESDAY, SEPTEMBER 3, 2013 – 7:00 P.M.
ROSE HILL CITY HALL/COUNCIL CHAMBERS

ACTION ITEMS:

ACTION ITEM #1: CALL TO ORDER AND ANNOUNCEMENTS

The regular meeting of the Rose Hill City Council was called to order at 7:00 p.m. by Mayor Jason Jones. Councilmembers present: Rob Curtis, Lionel Diamond, Bob Klem, Keith Carselowey and Larry Carlson. Administration and staff present: Kathy A. Axelson, City Administrator/City Clerk; Kirk Hayden, Public Works Director; Bob Sage, Police Chief; Kelly Mendoza, Asst. City Clerk; Richard Brown, Building Official and Andrew Marino, City Attorney. Others present: Chris Wendt, Don Waller, Jim McCutchen, Ben Mabry, and Ginger Golden.

ACTION ITEM #2: INVOCATION AND FLAG SALUTE (PASTOR JIM MCCUTCHEN, ROSE HILL CHRISTIAN CHURCH)

Pastor Jim McCutchen, Rose Hill Christian Church gave the invocation then led the flag salute.

ACTION ITEM #3: APPROVAL OF AGENDA

With copies of the 9/03/13 agenda previously distributed and before each Councilmember, the following:

MOTION (by B. Klem): To approve the 09/03/13 agenda. **SECOND BY K.** Carselowey with **MOTION PASSING 5-0.**

ACTION ITEM #4: APPROVAL OF MINUTES (PUBLIC HEARING AND REGULAR MEETING)

With copies of the 08/19/13 Public Hearing minutes previously distributed and before each Councilmember, the following:

MOTION (by K. Carselowey): To approve the 08/19/13 Public Hearing minutes. **SECOND BY L. Diamond** with **MOTION PASSING 5-0.**

With copies of the 08/19/13 Regular Council Meeting minutes previously distributed and before each Councilmember, the following:

MOTION (by L. Diamond): To approve the 08/19/13 Regular Council Meeting minutes. **SECOND BY L. Carlson** with **MOTION PASSING 5-0.**

ACTION ITEM #5: CLAIMS

With copies of Appropriation Ordinance No. 17 previously distributed and before each Councilmember, the following:

MOTION (by R. Curtis): To approve the payment of claims for Appropriation Ordinance No. 17. **SECOND BY K. Carselowey** with **MOTION PASSING 5-0.**

ACTION ITEM #6 CITIZEN REQUESTS

There were no citizen requests.

ACTION ITEM #7: PLANING COMMISSION APPOINTMENTS:

- a) **Planning Commission Members – Cherie Cowgill and Greg Rodman, 3 year terms expiring September 1, 2016**
- b) **Site Plan Review Committee – Fire Chief Jim Woydziak and one Councilmember, 1 year terms expiring September 1, 2014**

MOTION BY: (B. Klem): To reappoint Cherie Cowgill and Greg Rodman, for a 3-year term expiring September 1, 2016. **SECOND** by R. Curtis with **MOTION PASSING 5-0.**

MOTION BY: (K. Carselowey): To reappoint Fire Chief Jim Woydziak and appoint Councilmember Larry Carlson, to a 1 year term expiring September 1, 2014. SECOND by R. Curtis with MOTION PASSING 5-0.

ACTION ITEM #8: TREE/PARK BOARD APPOINTMENTS:

- a) Mary Jo Jurey and Rob Curtis, 3-year terms expiring September 1, 2016
- b) Ray Boese and Skyler Rhoads, 2-year terms expiring September 1, 2015

MOTION BY: (B. Klem): To reappoint Mary Jo Jurey and Rob Curtis, for a 3-year term expiring September 1, 2016. SECOND by K. Carselowey with MOTION PASSING 5-0.

MOTION BY: (B. Klem): To reappoint Ray Boese and Skyler Rhoads, for a 2-year term expiring September 1, 2015 and appoint Councilmember Lionel Diamond to fill the vacant position. SECOND by R. Curtis with MOTION PASSING 5-0.

**ACTION ITEM #9: LEAGUE OF KS MUNICIPALITIES:
ELECTION/ANNUAL CONFERENCE VOTING DELEGATES**

MOTION (by B. Klem): To designate Mayor Jones and Kathy Axelson, City Administrator as KS League of Municipalities – 2013 Voting Delegates, with Kirk Hayden and Chief Sage as alternates. Second by K. Carselowey with MOTION PASSING 5-0.

**ACTION ITEM # 10: CONSIDERATION: STREET BORE SAMPLING
PROPOSAL/ALLIED LABORATORIES**

Kirk Hayden, Public Works Director gave a brief overview of the proposal submitted by Allied Laboratories for geotechnical services. Based on the project Allied is proposing to drill eight borings, at a cost of \$3,000.00. Discussion ensued in regards to whether eight borings was enough to determine the pavement base material and what the costs would be if they were to increase the number of borings to twelve. Council asked Ben Mabry with P.E.C. to have Allied Laboratories submit a proposal for twelve borings, and to include the names of the streets that will be tested. No action taken, tabled until 9/16/13 meeting.

DISCUSSION ITEMS:

DISCUSSION ITEM #1: MONTHLY ENGINEER'S REPORT – BEN MABRY, P.E.C.

Ben Mabry with P.E.C. provided the following engineer's update:

- **Safe Routes to Schools** – 50% of project is complete.
- **Tanglewood and Orange Court** – Engineering services contract has been submitted to City Staff, in preparation for project approval after protest period ends on 9/13.
- **Street Evaluation Pavement Borings** – PEC has ordered proposal.
- **Sunrise Addition** – Warranty work has been identified.

DISCUSSION ITEM #2: DISCUSSION: WSU-HUGO WALL SCHOOL OF URBAN AND PUBLIC AFFAIRS – STRATEGIC PLAN PROPOSAL

MOTION (By L. Carlson): To approve the Strategic Plan offered by the WSU Hugo Wall School of Urban and Public Affairs at a cost of \$8,100.00 and to Authorize the Mayor to sign. **SECOND** by L. Diamond with **MOTION PASSING 5-0.**

DISCUSSION ITEM #3: ORDINANCE NO. 598 – STREET IMPROVEMENT ASSESSMENT POLICY

Kathy Axelson, City Administrator stated that she had contacted the Legal Counsel regarding the language in Section 3 in regards to the Council's flexibility in determining reasonable general classifications and formulae for the apportionment of the areas to be assessed, and the methods of assessing the special benefits. It applies to only section 3, not section 4 regarding the 20%/80% assessment split. Legal Bond Counsel was also contacted and clarified that Council would have final say in project timeline and type if petitioned by a neighborhood. Ordinance No. 598 will repeal Ordinance No. 520 and Ordinance No. 596.

MOTION (By B. Klem): To approve the language on Ordinance No. 598. **SECOND** by L. Diamond with **MOTION PASSING 5-0.**

DISCUSSION ITEM #4 CITY ADMINISTRATOR'S REPORT

Kathy Axelson, City Administrator, reported on the following items:

- **Tanglewood/Orange Ct:** the protest petition period on this proposed street project will expire of Friday, Sept. 13th. If a protest petition is not received by that date, the project can move forward
- **Senior Center Luncheon/Butler Co. Commissioners:** County Commissioners gave an update on County items impacting our area and our citizens. Thank you to the Senior Center for their hospitality.
- **Tour Butler/Website Launch Party:** Attended the event launching their new website promoting tourism in Butler County. Appreciate all they do.
- **PDF Packets:** There is now a link on the City website where you can access the Council packets. If Council approves, the packets will be published for public viewing the Friday prior to Council meetings. Staff is also working on creating a standardized memo that gives background information on each agenda item.

DISCUSSION ITEM #5: DEPARTMENT HEADS' REPORT

Kirk Hayden, Public Works Director:

- **Street Closing:** School St. will be closed Friday, September 13th after school and will be reopen Tuesday, September 17th prior to the start of school for concrete work tying into Safe Routes project.

Councilmember Carselowey voiced his concern regarding the amount of green waste at the chip site and asked Kirk if they were just strictly burning now, and if mulch was even available to the residents, he also inquired if the city shouldn't look into getting a chipper. Kirk replied that Pleasant Township may have a chipper for sale in the near future. Kathy noted that she has been looking into grant opportunities.

Bob Sage, Police Chief: Nothing to report.

DISCUSSION ITEM #6: MAYOR'S REPORT: Thanked staff for their work on the website, and reminded everyone of the School St. closing.

DISCUSSION ITEM #7: COUNCILMEMBERS' REPORTS

L. Carlson: Nothing to report.

K. Carselowey: Nothing to report.

B. Klem: Nothing to report.

L. Diamond: Nothing to report.

R. Curtis: Nothing to report.

DISCUSSION ITEM #8: ADJOURNMENT

There being no further business to come before Council, the following:

MOTION (R. Curtis): To adjourn the meeting at 7:53 p.m. **SECOND BY** B. Klem with **MOTION PASSING 5-0.**

Respectfully submitted:

Kelly L. Mendoza, Recorder
Assistant City Clerk