Members of the Governing Body of the City of Marysville were called to order in the regular session at 7:00 p.m. on the date and place noted above with Mayor Frye in the chair. City Administrator Haverkamp and Interim City Clerk Ralph were also present.

After the Pledge of Allegiance, roll call was answered by the following council members: Snellings, Ferris, Behrens, Keating, Beikman, Throm, Schrater, and Goracke. A quorum was present.

The minutes from the December 23rd regular meeting were presented for approval. CM Throm moved; CM Goracke seconded to approve the minutes as presented. Motion carried by 8-0 voice vote.

**PUBLIC COMMENTS:**

**BUSINESS AND DISCUSSION ITEMS:**

1. **MICROCOMM WARRANTY AGREEMENT**. The yearly MicroComm agreement was presented. It was an increase of $175 for the year. After council discussion, CM Throm moved; CM Beikman seconded to approve the agreement as presented. Motion carried unanimously.
2. **CHIEF OF POLICE JOB DESCRIPTION.** A revised job description for the Chief of Police was presented. The changes allowed for a combination of education and experience to be used as required experience instead of requiring a bachelor’s degree. After council discussion Schrater moved; CM Snellings seconded to approve the job description as presented. Motion carried unanimously.
3. **HIGHWAY 77 ENGINEERING AGREEMENT-PHASE II.** An engineering agreement with BG Consultants for the Highway 77-Phase II project was presented. The agreement is for a change in the scope of services on the project. CM Throm moved; CM Schrater seconded to approve the engineering agreement. Motion carried unanimously.

**NOTICES AND HEARINGS:**

**CONSENT AGENDA.** The Consent Agenda was presented for consideration. CM Throm moved; CM Schrater seconded to approve the Consent Agenda. Motion carried 8-0. Consent Agenda consisted of the following:

1. Convention & Tourism request for supplies used in the Winter Wonderland totaling $1,849.72.
2. The City Clerk’s Report for December showed $45,433.36 collected in receipts with a like amount being deposited with the City Treasurer.
3. Cash balances in funds were presented as well as outstanding debt and receivable balances. Revenue/Expenditure Budget Reports through December 2024 showed unadjusted accumulated revenues in the General Fund of $3,142,591 or 107% of budget; Water Revenue Fund, $929,784 or 103% of budget, Sewer Revenue Fund, $787,953 or 102% of budget. The unadjusted statement of expenditures in the General Fund totaled $3,059,761 or 93% of budget, Water Revenue Fund, $947,243 or 73% of budget, and Sewer Revenue Fund, $695,149 or 56% of budget.
4. The Municipal Judge’s Report for November showed $1,820.80 being deposited with the City Treasurer and $141.00 being forwarded to the State Treasurer for Judicial Branch Education, court costs and law enforcement training.

**APPROPRIATIONS ORDINANCE NO. 3839**

1. Claims against the funds of the City were submitted for Council consideration as follows: General Fund, $82,021.36; Water Revenue Fund, $11,914.76; Sewer Revenue, $11,908.22; Airport Revolving Fund, $50.00; Library Revolving Fund, $7,097.95; Swim Pool Sales Tax Fund, $534.37; Koester Block Maintenance Fund, $598.22; Employee Benefit Fund, $8,889.37; Transient Guest Tax, $816.34; Sales Tax Improvement Fund, $4,393.07 making a total of $128,223.66.
2. An appropriations ordinance was introduced and considered to honor claims against the funds of the City as audited by the Finance Committee. CM Throm moved; CM Schrater seconded to approve the appropriations ordinance totaling $128,223.66.
3. Motion to approve the appropriations ordinance carried by 8-0 roll call vote. Interim City Clerk Ralph assigned Ordinance No. 3839.

**STAFF REPORTS:**

**CITY ADMINISTRATOR:**

1. **THANK YOU, CITY CREWS-SNOW REMOVAL.** CA Haverkamp thanked the city crews for their hard work removing snow during the recent snowstorm.
2. **BUDGET WORKSHOP.** CA Haverkamp reported a budget workshop needs scheduled. Council consensus was to have a budget workshop February 5th at 5:30 p.m. at the Fire Station.
3. **KRWA CONFERENCE.** CA Haverkamp reported Kyle Bargman and Tony Oller are signed up to attend the KRWA conference in March.
4. **CITY ADMINISTRATOR CONFERENCES.** CA Haverkamp presented for conferences he would like to attend: Kansas City and County Management Conference in April, League of Kansas Municipalities Conference in October, ICMA Conference is October, and Kansas Association of City County Managers in December.
5. **WATER LEAK-ELM STREET.** There was a water leak on Elm St. between 9th and 10th St. Jadwin will come repair it possibly the end of the week. The street will need to be closed when they work on it.
6. **SALT TRUCK REPAIR.** The engine in one of the salt trucks will need to be rebuilt. Estimated cost is $12,000-$18,000 and the blade also needs to be replaced at a cost of approximately $1,500. CA Haverkamp will check surplus to see about possibly replacing it.
7. **TRAFFIC SIGNAL 10TH & CENTER ST.** The traffic signal at 10th & Center was damaged in the snowstorm. Staff is getting an estimate for repairs. The driver’s insurance should cover that cost.
8. **SNOWPLOW ACCIDENT.** One of our snowplows hit a parked vehicle during snow removal. Staff is working with insurance on this
9. **TRAILS PARK & LEVEE VANDALISM.** Someone drove around on the levee and in the grass in trails park leaving ruts. Monitoring it with cameras was discussed.

**STANDING COMMITTEE REPORTS:**

1. **ADMIN/FINANCE COMMITTEE.** The Admin/Finance Committee met to discuss adding sheep, goats, and other livestock to the current ordinance on 2 acres. A 4-H parent approached the committee asking that all 4-H animals be allowed in town. Committee consensus was to continue researching this request. CM Beikman suggested checking with the City of Wamego. He’s heard good things about how they handle this. The City Prosecutor wage was also discussed.
2. **STREET COMMITTEE.** The Street Committee met to discuss the Highway 77 project. They also discussed a possible easement for Dawson Dr. The City Attorney is researching this. An estimate was also reviewed for the removal of the broken asphalt on 12th Rd. After reviewing the estimate, the committee’s recommendation was to go out to bid for the removal of the asphalt. Council consensus was to go out to bid on this project.
3. **YOUTH ADVISORY COMMITTEE.** CM Haverkamp asked if Mayor Frye had heard any more on the Youth Advisory Committee. School staff are working on recommendations for committee members.

**APPOINTMENTS & WAGE DETERMINATION:**

1. **CITY PROSECUTOR.** Mayor Frye appointed Aaron Westbrook as City Prosecutor effective January 2025-December 2025. CM Beikman moved: CM Schrater seconded to approve the mayor’s appointments. Motion carried unanimously.

**CITY ATTORNEY:**

1. Council welcomed new City Attorney Luke Sunderland. CA Sunderland introduced himself to the council and shared some of his background with them.

**EXECUTIVE SESSION:** CA Sunderland asked for an executive session to discuss non-elected personnel. At 7:28 p.m. CM Schrater moved the city council recess into executive session to discuss personnel matters of non-elected personnel, discussion on specific personnel matters, not general personnel policies, exception K.S.A. 75-4319(b) (1). This meeting will include the Mayor, City Council, City Administrator, and City Attorney. The open meeting will resume in the city council chamber at 7:45 p.m. CM Snellings seconded. Motion carried 8-0. At 7:45 p.m. the council reconvened. Mayor Frye reported no binding decisions were made during the executive session, and the regular meeting was continuing.

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**COUNCIL COMMENTS:**

1. **ELM STREET APARTMENT INFESTATION.** CM Snellings shared an email she received about an infestation of bedbugs and coach roaches. CA Sunderland reported that he and CA Haverkamp have started working on this. He stated that the city does have a minimum housing code in place. He and CA Haverkamp will continue working on this issue.
2. **THANK YOU, ROAD CREWS.** CM Ferris thanked all the road crews for the snow removal.
3. **SIDEWALKS NEED CLEARED.** CM Throm reported not all sidewalks have been cleared and it has been a week since the snow. Mayor Frye asked that we educate citizens on this issue. CA Haverkamp will work on creating a list of people that scoop sidewalks.
4. **THANK YOU, CITY CREWS.** CM Schrater thanked the city crews for their long hours worked and quick snow removal. He also asked if a policy could be put in place for odd/even parking. A Street Committee will be set up with staff to discuss this possibility.
5. **THANK YOU, SNOW REMOVAL.** CM Goracke thanked the city crews for their long hours and hard work during the snowstorm.

There being no further business, at 8:11 p.m. CM Schrater moved to adjourn, CM Throm seconded. Motion carried unanimously.

Samantha J. Ralph

Interim City Clerk