

# KECHI CITY COUNCIL MEETING MINUTES

January 23, 2020

## I. CALL TO ORDER/ROLL CALL

Mayor John Speer called the meeting to order at 7:00pm

**Council present:** Matt Brewer, Betty Washington, Richard Haddock

**City staff present:** Robert Conger, City Administrator; Andrew Kovar, City Attorney; Laura Hill, City Clerk; Larry Kallenberger, Director of Public Works; John Blevins, Chief of Police; Jessie Woodrow, Lieutenant; Theresa Morlan, Deputy City Clerk; Chris Morlan, Zoning Administrator; Kristen Beggs, Court Clerk; Joseph Trumbull, Police Officer.

**Visitors present:** Mary Jo Brewer, Rachel Trumbull, Michelle Gowin, Richard & Cindy Wolf, Mitch Kaufman, Taylor Messick, and numerous family and friends of those taking the oath of office.

### A. PLEDGE OF ALLEGIANCE

Boy Scout Troop 404 Color Guard led the presenting of colors and the Pledge of Allegiance.

### B. ADMINISTER OATH OF OFFICE-Select Public & Elected Officials

Laura Hill administered the Oath of Office to new Council Members Matt Brewer and Richard Haddock, and incoming City Clerk, Theresa Morlan.

Theresa Morlan administered the Oath of Office to incoming Chief of Police, Jessie Woodrow and incoming Lieutenant, Joseph Trumbull.

**Motion:** Motion to recess for a 10 break for a brief reception for incoming staff and officials. Motion by Betty Washington and seconded by Richard Haddock. Motion carried 3-0-0.

### C. APPROVE CONSENT AGENDA

Motion by Betty Washington to approve the Consent Agenda. Second by Richard Haddock. Motion carried 3-0-0.

#### Consent Agenda

1. **City Staff Reorganization/Revised Job descriptions**
  - a. **Proposed Organizational Chart**
  - b. **City Clerk job description**
  - c. **Finance Director/Treasurer job description**
  - d. **Deputy City/Utility Billing Clerk job description**
  - e. **Public Works Director job description**
  - f. **Zoning Administrator job description**
2. **Approve the minutes of January 9, 2020.**
3. **Sewer Connection Waiver for 106 N. Sioux St.**
4. **Authorization to contract with Matt Lawn for January reconciliation.**

### D. APPROVE AGENDA

**Motion:** Motion by Betty Washington to approve the agenda with a 30 minute executive session for non-elected personnel. Motion seconded by Matt Brewer. Motion carried 3-0-0.

## II. COMMUNICATIONS

A. **PUBLIC FORUM** – None

B. **KECHI CIVIC GROUPS/COMMITTEES** - None

## III. OLD BUSINESS - None

## IV. NEW BUSINESS

### A. Adoption of New Subdivision Regulations by Ordinance 1755-20

Chris Morlan, Zoning Administrator presented overview of change and updates.

**Motion:** Motion by Betty Washington to approve and adopt Ordinance No. 1755-20. An ordinance approving and incorporating by reference certain Subdivision Regulations governing the development of land and rights-of-way for all properties. The regulations define terms used

in the regulations; regulate the contents for all plats and lot splits; regulate the requirements for streets to be dedicated to the City for public use; regulate vacation of streets, alleys, easements and plats; provide for the appointment of administrative officials and prescribe their duties; provide for fees to be charged for review and approval processes; establish a means for amending the regulations, and ordinance; and provide for penalties for the violation of the provisions; and a means of enforcement. Second by Richard Haddock, and carried 3-0-0.

**V. EXECUTIVE SESSION**

**Motion:** Motion by Betty Washington to go into executive session for the purpose of non-elected personnel for 30 minutes. The open meeting shall resume at 7:59pm. Second by Richard Haddock, carries by vote of 3-0-0.

No action taken in executive session.

**Motion:** Motion by Matt Brewer that the City Administrator be instructed to oversee the design and burying of electric power lines for the Kechi road and Oliver Street Intersection project. Second by Betty Washington. Motion carried 3-0-0.

**Motion:** Motion by Matt Brewer that the City Administrator on behalf of the City Council be authorized to fill all pending City employment vacancies at such time as upon each position becomes vacant.

**VI. ADJOURNMENT**

**Motion:** Motion by Betty Washington to adjourn. Second by Richard Haddock. Motion carried 3-0-0. Meeting adjourned at 8:02pm.

Signed: \_\_\_\_\_  
John Speer, Mayor

Attest: \_\_\_\_\_  
Theresa Morlan, City Clerk