

**KECHI CITY COUNCIL MEETING MINUTES**  
**Thursday, January 22, 2015**  
**7 PM**

**Financial Review Workshop**

Prior to the regular City Council Meeting, a workshop over current, past and projected revenues and expenses. Included was discussion about health insurance costs as well as possible ways to increase future revenues.

**Motion by** Brian Adams to adjourn at 7:01pm. Second by David McConnaughay. Motion carried 4-0-0

**I. CALL TO ORDER**

Mayor, Ed Parker called the regular meeting of the Kechi City Council to order at 7:06 PM January 22, 2015

**Council present:** Kevin Opat, Debbie Jacobs, David McConnaughay and Brian Adams.

**Staff Present:** Robert Conger, City Administrator; Andrew Marino, City Attorney; Theresa Morlan, Deputy City Clerk; Nicole Alvarado Bailey, Finance Director/Treasurer; John Blevins, Chief of Police; Larry Kallenberger, Director of Public Works

**Visitors Present:** Sandra McConnaughay, Stacy Goss of Digital Office Systems & David Dinell of Kechi Lamp

**A. PLEDGE OF ALLEGIANCE**

**B. APPROVE CONSENT AGENDA**

**Motion by** Kevin Opat to approve the consent agenda. Second by Brian Adams. Motion carried 4-0-0. **Consent agenda**

1. **Approve minutes of January 8, 2015**

**C. APPROVE AGENDA**

**Motion by** Brian Adams to approve the agenda with the striking of executive session. Second by Debbie Jacobs. Motion carried 4-0-0.

**II. COMMUNICATIONS**

**A. PUBLIC FORUM - None**

**B. KECHI CIVIC GROUPS/COMMITTEES**

1. **Historical Post Office - None**
2. **Tree and Park Board – None**
3. **Chamber of Commerce - None**
4. **Fair Committee – None**

**C. DEPARTMENT REPORTS**

**Zoning Administrator- None**

**Director of Public Works** –Larry Kallenberger reported that basements were done on 6 of the 10 duplexes being built in Rock Pointe. He also stated that the street sweeper is important to keep contaminants out of storm water and the sand is recycled if it isn't too dirty with leaves and debris.

**Chief of Police** – John Blevins, Chief of Police, submitted a written report. He is continuing with process to hire a new officer. He has been able to use reserve officers to cover recent illnesses, and due to the pay and benefits that the City offers, we have experienced low turnover.

**Finance Director/Treasurer** – Nicole Alvarado Bailey, Finance Director/Treasurer thanked the council for their time in going over the financial review and offered to answer questions that they may have over the budget and finances. We are in a financially solvent position. She had attended a free training for utility finances. She reminded the council that photos will be taken by a local professional photographer of the council before the February 26 meeting at 6:30PM.

**City Clerk-** Theresa Morlan is filling in for Laura Hill while she is away helping her daughter, who had a baby boy on January 12. He is still in NICU, but is getting stronger every day.

**City Council-** Kevin Opat is running for re-election.

**Mayor - None**

**City Administrator – None**

**III. OLD BUSINESS**

**A. Public Awareness Survey Drawing**

Drawing winners for \$100 of utilities are Winnifred & Jim Neher. The survey was for public awareness of gas pipeline safety and was distributed to residents and non-residents in the area of our gas pipeline.

**IV. NEW BUSINESS**

**A. Digital Office System E-Mail Upgrade**

Stacy Goss from Digital Office System (DOS) presented services they can offer to help make our e-mail more efficient and stop more of the junk mail. Currently we use Spinnaker Web for e-mail which is free, but they no longer want to administer our account. DOS is our IT provider. There would be a monthly cost and a one-time set up fee for the service. For added security and reduction in receiving unsolicited spam e-mails, employee e-mail addresses would no longer be published on the website, but there will be ways for people to communicate with us through our website. The staff will review the plan submitted, look at the budget for ways to offset the cost and report back to the council.

**B. Filling Maintenance Vacancy**

Robert Conger, City Administrator, reported that he and Larry Kallenberger had interviewed 9 applicants for the maintenance position on January 9. There are four applicants to whom they would like to offer the position, starting with their first preference and if he doesn't accept then offering to the next one, until the position is filled. He gave the qualifications of the top four as well as possible pay for each. The name of the accepting applicant will be brought to the council at the February 12 meeting.

**V. ADJOURNMENT**

**Motion by** David McConaughay to adjourn at 8:00PM. Second by Debbie Jacobs. Motion carried 4-0-0.

Signed: \_\_\_\_\_  
Ed Parker, Mayor

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