

OSAWATOMIE CITY COUNCIL
AGENDA

February 8, 2024

6:30 p.m. | Memorial Hall | 411 11th Street

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Invocation
5. Consent Agenda

Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.

 - A. February 8, 2024 Agenda
 - B. January 25, 2024 Meeting Minutes
 - C. Pay Application(s)
 - D. Special Event Permit(s)
6. Comments from the Public

Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.
7. Public Hearing
8. Presentations, Proclamations, and Appointments
 - A. Appointment of Karen LaDuex to Tourism Committee for Border War BBQ
9. Unfinished Business
 - A. Ordinance 3841 – Annexation of City Owned Property – Hays House
10. New Business
 - A. Resolution 1203 – Amending Personnel Policies – Incorporation of HSA Guidelines
 - B. Resolution 1204 – Amending Financial Policies on Travel for City Business (No Action)
 - C. Resolution 1205 – Amending Personnel Policies Addressing Reinstatement
 - D. Resolution 1206 – Authorizing the Purchase of a Used Fire Truck (No Action)
11. Executive Session
 - A. Non-Elected Personnel - K.S.A. 75-4319(b)(1)
12. Council Report
13. Mayor's Report
14. City Manager & Staff Report
15. Adjourn

NEXT REGULAR MEETING – February 22, 2024

OSAWATOMIE CITY COUNCIL
AGENDA

February 22, 2024

6:30 p.m. | Memorial Hall | 411 11th Street

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Invocation
5. Consent Agenda

Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.

 - A. February 22, 2024 Agenda
 - B. February 8, 2024 Meeting Minutes
 - C. Pay Application(s)
 - D. Special Event Permit(s)
6. Comments from the Public

Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.
7. Public Hearing
8. Presentations, Proclamations, and Appointments
9. Unfinished Business
 - A. Resolution 1204 – Amending Financial Policies on Travel for City Business
 - B. Resolution 1206 – Authorizing the Purchase of a Replacement Fire Truck (Chief Sharp)
10. New Business
 - A. Ordinance ____ - Initial Discussion on Possible TNR Program Guidelines (No Action)
 - B. Resolution ____ - Refunds Under \$5 (No Action)
 - C. Resolution ____ - Standardized Closure Policy of City Facilities
11. Council Report
12. Mayor's Report
13. City Manager & Staff Report
14. Adjourn

NEXT REGULAR MEETING – March 14, 2024

Osawatomie, Kansas. **January 25, 2024.** The Council Meeting was held at Memorial Hall located at 411 11th Street. Mayor Nick Hampson called the meeting to order at 6:30 p.m. Council members present were: Schasteen, Macek, Diehm, Dickinson, LaDuex, Bratton, Filipin and Caldwell. City Staff present at the meeting were: City Manager Bret Glendening, City Clerk Tammy Seamands, City Attorney Jeff Deane, Utilities Director Terry Upshaw, Public Works Director Michele Silsbee and Assistant to the City Manager Samantha Moon. Members of the public were: Father Barry Clayton.

INVOCATION. – Father Barry Clatyon, St. Philip Neri Church

CONSENT AGENDA. Approval of January 25, 2024 Agenda, January 11th Council Meeting Minutes, Pay Application – Killough Construction – \$278,265.23 - 6th Street, Special Event Permit – John Brown Jamboree. **Motion** made by Schasteen, seconded by Dickinson to approve the consent agenda as presented. Yeas: All

COMMENTS FROM THE PUBLIC.

Father Clayton – The Osawatomie Ministerial Association has been able to formalize their structure a little bit more over the last several months and we are thankful for that. St. Philip Neri Church is going to hold a fish fry on February 16th and March 1st. The Knights of Columbus will be cooking. They do a great job. If you would like to come on by, we would love to have you.

PUBLIC HEARINGS. - None.

PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS.

NOMINATION AND ELECTION OF COUNCIL PRESIDENT – **Motion** made by Dickinson, seconded by Diehm to nominate and elect Dickenson as council president. Yeas: All.

UNFINISHED BUSINESS.

RESOLUTION 1188 – ADOPTION OF 6TH STREET BUSINESS ASSISTANCE PROGRAM – At the November 9th council meeting we started discussing the possibility of creating a 6th Street Business Assistance Program to provide some aid to businesses during the reconstruction of 6th Street. I've worked with Janet McRae, the Economic Development Director for Miami County as well as the Director of the Osawatomie Chamber of Commerce, Jennifer Williams.

Essentially, there are three pieces to the program:

- 1.) Wayfinding signage (construction orange with black lettering) directing people to the businesses on 6th Street as well as letting the public know that the businesses are still open. Signage expenses are expected to be around \$500.

- 2.) A monthly drawing for a prize of up to a \$100 value (similar to the Miracle on Main Street boxes we do during the holiday season). This is one prize per month. Businesses along 6th Street must be patronized with a minimum of \$10 spent at the business before qualifying to enter the drawing. Maximum cost will be \$1,200.
- 3.) Partial utility reimbursements. Businesses must apply for and demonstrate a need. The application process won't be overly burdensome. We are merely wanting to determine that there is a true need as opposed to basic desire to get most of a utility bill reimbursed. The AVERAGE per month for every business along 6th Street is ~ \$26,000/month and on an annual basis, it is approximately \$295,000. If every business applied, if every business was eligible, and every business was impacted based on the definition of "impacted" that is in the resolution, this would be the cost. I believe a rough assumption of the total impact taking into account that not every business will qualify and not every business will be impacted for the duration of the project, we could safely assume that this will cost the city roughly \$100,000. **Motion** made by Schasteen, seconded by Diehm to approve Resolution 1188-Establishing a temporary business assistance program for the sole purpose of aiding businesses during the reconstruction process for 6th Street as presented. Yeas: All.

NEW BUSINESS.

ORDINANCE 3841 –ANNEXATION OF CITY OWNED PROPERTY (No action taken)
- In 2021, the city council authorized the purchase of the Hays property, just south of the Osawatimie Lake Dam. Regardless of whether the council authorizes the sale of the property or not, it only makes sense to bring this small parcel of property into the city limits as well as the other part of the former Hays property.

We need to request the county commission make certain findings prior to annexation and receive their consent per KSA 12-520c, subsections (a) through (c). Assuming that consent is given, the Council could take up the annexation matter at the first meeting possible once the statutory requirements have been met.

Under KSA 12-520c(a), the following shall occur or otherwise be true:

(1) The land is located within the same county as the city; (2) the owner or owners of the land petition for or consent in writing to the annexation of the land; and (3) the board of county commissioners of the county, by a $\frac{2}{3}$ vote of the members thereof, find and determine that the annexation of the land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within the county.

The balance of this statute is as follows:

(b) No land adjoining any land annexed by any city under the provisions of this section shall be deemed to be adjoining the city for the purpose of annexation under any other act or section of this act until the adjoining land or the land annexed under this section shall adjoin the remainder of the city by reason of the annexation of the intervening territory.

(c) Whenever the governing body of any city deems it advisable to annex land under the provisions of this section, the governing body shall by resolution request the board of county commissioners of the county to make a finding as required under subsection (a)(3). The city clerk shall file a certified copy of the resolution with the board of county commissioners who shall, within 30 days following the receipt of the resolution, make findings and notify the governing body of the city of the board's decision.

RESOLUTION 1201 – AUTHORIZING CITY MANAGER TO NEGOTIATE THE SALE OF THE HAYS HOUSE - The original goal of purchasing this property was to assemble property just south of the dam at Osawatomie Lake for a small-scale residential development (including the camping ground(s) found to the north). This has not materialized as we initially anticipated or hoped. For the health of the home and to eliminate the cost of insurance, utilities and maintenance, I believe selling the home is the correct path. The property cost the city \$130,000. I would expect this home to bring at a minimum, \$200,000. We are currently using the garage to store some golf course equipment. That equipment will need a place to be stored and we are currently looking into costs to erect an additional storage building near the existing shop (north end of red building). **Motion** made by Caldwell, seconded by Dickinson to approve Resolution 1201 – Directing the city manager to issue an RFP for real estate agent services and survey and sell the Hay's property as presented. Yeas: All.

RESOLUTION 1202 - REQUESTING BOARD OF COUNTY COMMISSION TO MAKE CERTAIN FINDINGS PERTAINING TO THE ANNEXATION OF CITY OWNED PROPERTY - In 2021, the city council authorized the purchase of the Hays property, just south of the Osawatomie Lake Dam. Regardless of whether the council authorizes the sale of the property or not, it only makes sense to bring this small parcel of property into the city limits as well as the other part of the former Hays property.

We need to request the county commission make certain findings prior to annexation and receive their consent per KSA 12-520c, subsections (a) through (c). Assuming that consent is given, the Council could take up the annexation matter at the first meeting possible once the statutory requirements have been met.

Under KSA 12-520c(a), the following shall occur or otherwise be true:

(1) The land is located within the same county as the city; (2) the owner or owners of the land petition for or consent in writing to the annexation of the land; and (3) the board of county commissioners of the county, by a $\frac{2}{3}$ vote of the members thereof, find and determine that the annexation of the land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within the county.

The balance of this statute is as follows:

(b) No land adjoining any land annexed by any city under the provisions of this section shall be deemed to be adjoining the city for the purpose of annexation under any other act or section of this act until the adjoining land or the land annexed under this section shall adjoin the remainder of the city by reason of the annexation of the intervening territory.

(c) Whenever the governing body of any city deems it advisable to annex land under the provisions of this section, the governing body shall by resolution request the board of county commissioners of the county to make a finding as required under subsection (a)(3). The city clerk shall file a certified copy of the resolution with the board of county commissioners who shall, within 30 days following the receipt of the resolution, make findings and notify the governing body of the city of the board's decision. **Motion** made by Bratton, seconded by Caldwell to approve Resolution 1202 – Requesting the Miami County Board of County Commissioners make certain findings pertaining to the annexation of certain non-contiguous lands by the City of Osawatomie as presented. Yeas: All.

ORDINANCE 3842 – SECOND AMENDMENT TO THE WWTP SRF LOAN THROUGH KDHE - In 2020, the city applied for a loan from the Kansas Department of Health and Environment up to the amount of \$2,360,500.00 as well as a CDBG Grant in the amount of \$600,000 to help repair our WWTP. That project was bid, let, and work is all but completed on the project. We signed one amendment to the initial agreement which was a change to the amortization table based on the construction schedule. This amendment however, adds an additional \$150,000 to the project, or 5% of the initial project cost. These additional costs are attributable to:

-Engineering & Observation: \$488,000 (No Change)

-Construction Original Bid: \$2,538,564

-C.O. 1 = No cost change (Project time only)

-C.O. 2= +\$17,707 for demolition of portion of old plant foundations discovered during construction and re-route of the old overflow line to plant effluent.

-C.O. 3 = -\$1,596 for reduction in sludge piping quantity

Construction total = \$2,554,675

Total cost associated with Construction and Engineering = \$3,042,675 (dependent on how the blower issue is resolved). Of that \$3,042,675, there is the \$38,844 left to be billed by CHC + their \$125,791.55 in retainage held. There is \$5,000 left to be billed for engineering. So, \$169,635.55 left to be billed for construction and engineering (depending on how the issue with the blowers is resolved).

This loan was originated in 2021 prior to the project bid in 2022 and was based on a project estimate for construction of \$2,472,500. The bid came in higher than that original estimate due to increases in cost of materials and equipment caused by supply chain issues resulting from COVID-19. **Motion** made by Dickinson, seconded by Schasteen to approve Ordinance 3842- Authorizing the execution of the second amendment to the loan agreement between the City of Osawatomie, Kansas and the State of Kansas, acting by and through the Kansas Department of Health and Environment for the purpose of obtaining a loan from the Kansas Water Pollution control revolving fund for the purpose of financing a wastewater treatment project; establishing a dedicated source of revenue for repayment of such loan; authorizing and approving certain documents in connection therewith; and authorizing certain other actions in connection with the loan agreements as presented. Yeas: All.

EXECUTIVE SESSION – None.

COUNCIL REPORTS

Lawrence Dickinson ~ Thank you for voting for me as council president.

Cathy Caldwell ~ We had a rough year financially in 2023.

MAYOR'S REPORT – I met with the American Legion Post. It is the Paola and Osawatomie post combined. They are planning what they call a Blue Star Salute an Armed Forces Day Salute to honor and recognize the family and veterans on active duty in our communities. This year they will hold the celebration in Paola and next year in Osawatomie. Paola will tie this event into their Music in the Park.

CITY MANAGER & STAFF REPORTS.

Bret Glendening ~ February 22nd Michelle Silsbee will be the acting city manager while I am out of town.

This week we are working on staff evaluations.

In addition to the no action items that I have added to the agenda, I am considering putting out a draft agenda for the next meeting.

We heard from KDOT on the Victory property, they provided a legal description for the parcel that we have been pursuing. It was acceptable to the title company and they will provide title insurance to that parceled land. We are now working on getting a closing date set.

We need to replace either fire unit 41 or 42. On February 8th, there will be a no action item regarding this after the fire department accesses which one needs to be replaced first. On February 22nd Chief Sharp will be here to present the issues with the trucks and which truck needs to be replaced first.

OTHER DISCUSSION/MOTIONS.

Motion made by Schasteen, seconded by Bratton to adjourn. Yeas: All. The mayor declared the meeting adjourned at 07:26 p.m.

/s/ Tammy Seamands
Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	10.A.
	Date:	January 12, 2024
City Manager	From:	Bret Glendening

RE: Ordinance 3841 – Annexation of City-Owned Land – Former Hays Property

RECOMMENDATION: That the City Council approve Ordinance 3841

DETAILS: In 2021, the city council authorized the purchase of the Hays property, just south of the Osawatomie Lake Dam. Regardless of whether the council authorizes the sale of the property or not, it only makes sense to bring this small parcel of property into the city limits as well as the other part of the former Hays property.

We need to request the county commission make certain findings prior to annexation and receive their consent per KSA 12-520c, subsections (a) through (c). Assuming that consent is given, the Council could take up the annexation matter at the first meeting possible once the statutory requirements have been met.

Under KSA 12-520c(a), the following shall occur or otherwise be true:

(1) The land is located within the same county as the city; (2) the owner or owners of the land petition for or consent in writing to the annexation of the land; and (3) the board of county commissioners of the county, by a $\frac{2}{3}$ vote of the members thereof, find and determine that the annexation of the land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within the county.

The balance of this statute is as follows:

(b) No land adjoining any land annexed by any city under the provisions of this section shall be deemed to be adjoining the city for the purpose of annexation under any other act or section of this act until the adjoining land or the land annexed under this section shall adjoin the remainder of the city by reason of the annexation of the intervening territory.

(c) Whenever the governing body of any city deems it advisable to annex land under the provisions of this section, the governing body shall by resolution request the board of county commissioners of the county to make a finding as required under subsection (a)(3). The city clerk shall file a certified copy of the resolution with the board of county commissioners who shall, within 30 days following the receipt of the resolution, make findings and notify the governing body of the city of the board's decision.

Related Statute / City Ordinances	N/A
Line Item Code/Description	N/A
Available Budget:	N/A

(Published in the Miami County Republic, February 14, 2024) 1t

ORDINANCE NO. 3841

**AN ORDINANCE ANNEXING LAND TO THE CITY OF
OSAWATOMIE, KANSAS**

WHEREAS, the following described land is located in Miami County, Kansas; and

WHEREAS, the Governing Body of the City of Osawatomie, Kansas requested the Miami County Board of County Commissioners to make certain findings pertaining to the parcel of land in question by Resolution 1202; and

WHEREAS, the Board of County Commissioners made the findings unanimously by voice vote that the annexation of city-owned land by the Osawatomie City Lake would neither hinder or prevent growth in the area, nor would the annexation of the parcel of land hinder or prevent the growth and development of any other incorporated city within Miami County; and

WHEREAS, the Governing Body of the City of Osawatomie, Kansas hereby finds it advisable to annex such land.

**NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE
CITY OF OSAWATOMIE, KANSAS:**

SECTION ONE: That the following described land (recorded with the Miami County Register of Deeds, SN22-00011) and map showing the subject property in blue in Exhibit A, meeting the conditions for annexation prescribed in KSA 12-520c(a) through(c), is hereby annexed and made a part of the City of Osawatomie, Kansas:

All that part of the Southeast Quarter Section 32, Township 17 South, Range 22 East, Miami County, Kansas, described as follows: Beginning at the Northeast corner of the Southeast Quarter of the Southeast Quarter of said Section 32; thence N2°28'27"W, along the East line of the Northeast Quarter of said Southeast Quarter, a distance of 55.73 feet; thence S87°38'15"W, a distance of 309.83 feet, to a point on the center of West Lakeside Drive; thence S46°06'05"E, along the center of said road, a distance of 270.39 feet; thence S57°22'21"E, along the center of said road, a distance of 148.38 feet, to a point on the East line of the Southeast Quarter of said Southeast Quarter; thence N1°59'38"W, along said East line, a distance of 224.72 feet to the Point of Beginning, containing 1.09 Acres more or less, subject to any part thereof in roads.

EFFECTIVE DATE: This ordinance shall take effect and be in force upon its publication in the Miami County Republic.

Ordinance 3841, cont.

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas
this 8th day of February, 2024, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson
Mayor

(SEAL)

ATTEST:

Tammy Seamands
City Clerk

EXHIBIT A



CERTIFICATE OF SURVEY

Legal Description: filed in Bk-507 records Pg-493,494

TRACT 1:
BEGINNING at the Northeast corner of the Southeast Quarter of the Southeast Quarter of Section 32, Township 17 South, Range 22 East of the 6th Principal Meridian; THENCE South 88 degrees, 06 minutes, 48 seconds West for a distance of 30.00 feet along the North line of the Southeast Quarter of said Southeast Quarter to the TRUE POINT OF BEGINNING; THENCE North 01 degrees, 59 minutes, 54 seconds West, for a distance of 55.73 feet; THENCE South 88 degrees, 06 minutes, 48 seconds West for a distance of 252.15 feet; THENCE South 45 degrees 37 minutes, 32 seconds East for a distance of 77.14 feet to a point on the North line of the Southeast Quarter of said Southeast Quarter; THENCE North 88 degrees, 06 minutes, 48 seconds East for a distance of 198.93 feet along said North line to the TRUE POINT OF BEGINNING. Together with and subject to covenants, easements, and restrictions of record. Said property contains 0.29 acres more or less, in Miami County, Kansas.

TRACT 3:
The West 30 feet of the East 60 feet of the Southeast
Quarter of the Southeast Quarter of Section 32, Township 17
South, Range 22 East of the 6th Principal Meridian, Miami
County, Kansas.

Recommended Description:

All that part of the Southeast Quarter Section 32, Township 17 South, Range 22 East, Miami County, Kansas, described as follows: Beginning at the Northeast corner of the Southeast Quarter of the Southeast Quarter of said Section 32; thence N2°28'27"W, along the East line of the Northeast Quarter of said Southeast Quarter, a distance of 55.73 feet; thence S87°38'15"W, a distance of 309.83 feet, to a point on the center of West Lakeside Drive; thence S46°06'05"E, along the center of said road, a distance of 270.39 feet; thence S57°22'21"E, along the center of said road, a distance of 148.38 feet, to a point on the East line of the Southeast Quarter of said Southeast Quarter; thence N1°59'38"W, along said East line, a distance of 224.72 feet to the Point of Beginning, containing 1.09 Acres more or less, subject to any part thereof in roads.

prepared by Jeff Luthro RLS#1222, October 12th 2021.

JOB NUMBER: 37059

DATE: 10-12-2021

PREPARED FOR: City of Osawatomie

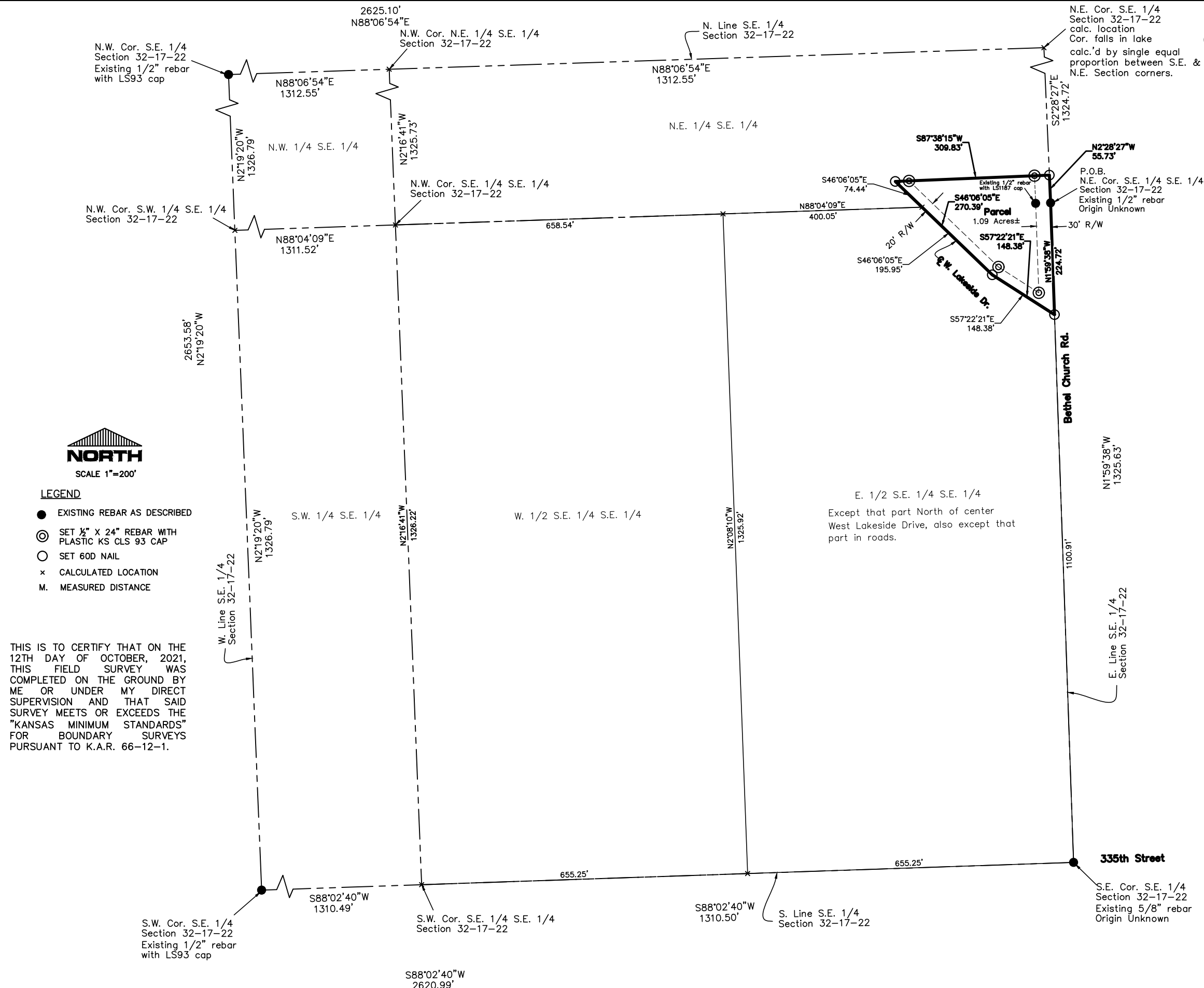
NO TITLE INFORMATION WAS
FURNISHED ON THIS SURVEY.
NO EASEMENTS SHOWN.
ASSUMED N01°59'38"W ALONG THE
EAST LINE OF THE S.E. $\frac{1}{4}$ S.E. $\frac{1}{4}$ SEC. 32.
ALL DISTANCES ARE MEASURED.

ALLENBRAND, DREWS & ASSOC. CIVIL ENGINEERS
LAND SURVEYORS - LAND PLANNERS



122 N. WATER STREET
OLATHE, KANSAS 66061
PHONE: (913) 764-1076

14 W. PEORIA
PAOLA, KANSAS 66071
PHONE: (913) 557-1076



City Manager's Office
439 Main Street
PO Box 37
Osawatomie, Kansas 66064
(913) 755 - 2146
info@osawatomieks.org



City Hall
439 Main Street
PO Box 37
Osawatomie, Kansas 66064
(913) 755 - 2146
info@osawatomieks.org

To: Tyler Vaughn, Chairman, Miami County Board of County Commissioners
Miami County Commissioners Vickrey, Roberts, Pretz and Diediker

From: Bret Glendening; City Manager

RE: Request for Consent to Annex Land Adjacent to Osawatomie City Lake

Date: January 16, 2024

The city purchased the Hays house back in 2021. The original goal of purchasing this property was to assemble property just south of the dam at Osawatomie Lake for a small-scale residential development (including the camping ground(s) found to the north). This has not materialized as we initially anticipated or hoped. For the health of the home and to eliminate the cost of insurance, utilities and maintenance, I believe selling the home is the correct path.

I've researched to find out if the original property (prior to purchase) was all within the city limits at the time of purchase or not and what authority the lake itself was annexed under, but thus far, I've come up empty handed. I've only made it back as far as July 5, 1938. So, it was annexed prior to that date.

There is a small piece of that property that was not annexed into the city (see attached survey). I will be asking the City Council to authorize the sale of the Hays house, but prior to selling the property, we need to first, bring this triangular piece of property into the city, and then survey approximately 1/2 an acre of land to accompany the house.

We will be requesting certain findings and consent from the Board of County Commissioners per KSA 12-520(c) to annex this approximately one acre of city-owned land. Assuming that consent is given, the Osawatomie City Council would take up the annexation matter at the first meeting possible once the statutory requirements have been met. I will be seeking their consent to authorize a survey and listing the property for sale at the January 25, 2024 council meeting.

Under KSA 12-520(c)(a), the following shall occur or otherwise be true:

- (1) The land is located within the same county as the city;
- (2) the owner or owners of the land petition for or consent in writing to the annexation of the land; and
- (3) the board of county commissioners of the county, by a $\frac{2}{3}$ vote of the members thereof, find and determine that the annexation of the land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within the county.

The balance of this statute is as follows:

(b) No land adjoining any land annexed by any city under the provisions of this section shall be deemed to be adjoining the city for the purpose of annexation under any other act or section of this act until the adjoining land or the land annexed under this section shall adjoin the remainder of the city by reason of the annexation of the intervening territory.

(c) Whenever the governing body of any city deems it advisable to annex land under the provisions of this section, the governing body shall by resolution request the board of county commissioners of the county to make a finding as required under subsection (a)(3). The city clerk shall file a certified copy of the resolution with the board of county commissioners who shall, within 30 days following the receipt of the resolution, make findings and notify the governing body of the city of the board's decision.

This memo is simply to notify the Commission that the request as required in paragraph (c) above, will be forthcoming.

Should you have any questions, please do not hesitate to contact me at: bglendening@osawatomieks.org or by phone at (913) 731-8954.



ACTION ITEM SUMMARY	Item Number:	10.A
	Date:	2/8/2024
Asst. to the City Manager	From:	Sam Moon

RE: A RESOLUTION AMENDING THE PERSONNEL POLICIES FOR THE CITY OF OSAWATOMIE, KANSAS TO INCLUDE INFORMATION AND REGULATIONS RELATED TO EMPLOYEE HEALTH SAVINGS ACCOUNTS (HSA)

RECOMMENDATION: That the City Council approve Resolution 1203, amending the City’s personnel policies to include information on health savings accounts for employees.

DETAILS: The City of Osawatomie introduced health savings accounts (HSA) for eligible employees in 2023 as part of the health insurance benefits package. Our existing personnel policies need to be amended to include relevant information on this new addition to our benefits, specifically the amount of employer contribution and annual coverage details.

Related Statute / City Ordinances	
Line Item Code/Description	
Available Budget:	

RESOLUTION NO. 1203

A RESOLUTION AMENDING THE PERSONNEL POLICIES FOR THE CITY OF OSAWATOMIE, KANSAS TO INCLUDE INFORMATION AND REGULATIONS RELATED TO EMPLOYEE HEALTH SAVINGS ACCOUNTS (HSA)

WHEREAS, the City of Osawatomie, Kansas, has personnel policies in place that are applicable to all city employees; and

WHEREAS, these personnel policies have been in effect since January 1, 2015 and have been amended as needed from time to time; and

WHEREAS, in 2023 the City of Osawatomie introduced the option of a Health Savings Account for all eligible employees as part of the medical insurance benefit package; and

WHEREAS, additional modifications to the personnel policies are needed to reflect this addition.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Osawatomie, Kansas:

SECTION 1. The Governing Body hereby amends Chapter 11, Section II of the city's personnel policies to read as follows (changes noted in red):

Chapter 11: Employee Benefits

I. Purpose

This section generally describes and summarizes various benefits the City makes available to eligible employees. ... [Remainder Omitted for Brevity]

II. Health, **Vision, and Dental Insurance**

Medical, dental and vision insurance is available to all full-time regular employees. ... [Remainder Omitted for Brevity]

A. MEDICARE

In the case where an employee is eligible for Medicare ... [Remainder Omitted for Brevity]

B. HEALTH SAVINGS ACCOUNT

An annual Health Savings Account (HSA) is available to all full-time regular employees as part of the City's medical insurance package. Employees must elect traditional medical coverage to be considered eligible for HSA contributions. Coverage types include individual (single) or family coverage on an annual basis.

A. Contribution Details

1. Employer Contribution

- a. The City will contribute a defined amount of \$1,000 for individual (single) coverage or \$2,000 for family coverage annually. These contributions will begin on the first paycheck of

the year and will be equally distributed throughout the 24 pay periods in which deductions apply.

2. Employee Contribution

- a. The employee's selected monthly contribution will be deducted from their paycheck before tax and transferred to their HSA.

3. Maximum Contribution(s)

- a. Both the City and employees must adhere to the annual contribution limits set by the Internal Revenue Service (IRS).
- b. Any excess contributions will be handled according to IRS guidelines.

B. Communication, Changes or Updates

1. The City will communicate the HSA contribution amount and any changes to employees in a timely manner. Employees are responsible for informing The City of any changes in their HSA eligibility or contribution preferences.
2. In the event of employment termination or changes in employment status that terminates benefit eligibility, HSA contributions will be stopped immediately.

C. Compliance with Legal Requirements

1. Both The City and employees must comply with all applicable laws and regulations related to HSA contributions.
2. The City will keep records and documentation to demonstrate compliance with legal requirements.

D. Employee Responsibilities

1. Employees are responsible for managing their HSA accounts and ensuring compliance with IRS regulations. Any discrepancies or issues related to HSA contributions should be promptly reported to the HR department.

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 8th day of February, 2024, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	10.B
	Date:	2/1/2024
Public Works Director	From:	Michele Silsbee

RE: A resolution to amend Personnel Policies - Travel policy for city business

RECOMMENDATION: That the City Council approve Resolution 1204

DETAILS: Historically, City travel policies have been scattered across various documents, leading to confusion and inefficiencies. The objective of creating a unified Travel Policy, is to combine these policies into one clear and user-friendly document for employees. The unified policy enhances clarity and ease of understanding. At the same time, this will allow us to update our reimbursement procedures to reflect the best practices observed in neighboring municipalities, ensuring our policies are not only equitable but also in harmony with current industry norms. With the implementation of these changes, we anticipate improved efficiency, less administrative work, and better understanding of policies for our employees to undertake official travel with confidence.

WORK-RELATED TRAVEL POLICIES

I. POLICY

This policy outlines budgetary guidelines and procedures for the reimbursement of expenses incurred by employees on official business for the City of Osawatomie. All reasonable costs related to travel and training will be covered in advance, either through a city credit card, advance check, advance cash, or reimbursement upon submission of receipts and approved expense form.

II. TRAVEL AUTHORIZATION

For any travel outside the Kansas City Metropolitan area, employees must obtain approval using the "Travel Request/Expense Form" from their respective supervisors before the trip. In the case of elected or appointed boards and/or commissions, approval is granted if the travel is part of an authorized budget item or sanctioned by the City Council. However, completing the "Travel Request/Expense Form" is required for trips exceeding one day.

III. TRAVEL REQUEST/EXPENSE FORM

The comprehensive "Travel Request/Expense Form" must outline all anticipated costs associated with the trip, even if some expenses are prepaid or covered using a City credit card and are not part of the cash advance request. Upon returning from a business trip, employees must attach any previously uncompensated, relevant receipts to the expense form. Expenses claimed without receipts will not be reimbursed. If a travel cash advance is required, the form must be submitted to the Finance Department at least fourteen (14) days before the departure date.

Purchase cards may be used for traveling and meal expenses during City Business, with IRS per diem rates applicable. Employees must be aware of the meal allowance for the City nearest the travel destination, based on IRS publication #1542. Any meal costs exceeding the daily allowance set forth by the IRS are the responsibility of the employee and must be paid to the restaurant at the time of purchase. Alcoholic beverages are strictly prohibited as an allowable expense and should never be paid for with a City purchasing card or shown on any city receipt.

IV. REIMBURSABLE EXPENSES

The selection of the most reasonable method of travel is essential, considering time, money, and location.

1. Ground Transportation:

- **City Vehicle:** Should be prioritized, especially within the metropolitan area. Gasoline, maintenance, or repair costs for City vehicles used outside the metropolitan area will be reimbursed with receipts.

- **Private Vehicle:** Reimbursement will be based on the rate determined by the Internal Revenue Service. Classified employees with a car allowance are not eligible for reimbursement within the metropolitan area.
- **Rental Car:** Allowed only if adequate shuttle or local transportation is not available. Prior approval through the "Travel Request/Expense Form" is necessary for reimbursement, prepaid through a City credit card, with receipts required.
- **Other Ground Transportation Costs:** Incidental travel costs such as parking, taxi, and toll fees are reimbursable with receipts.

2. Airfare

The most economically available flight to and from the destination will be authorized. A trip may be extended if the savings on airfare outweigh the additional costs of lodging, meal allowances, and salary. The City will cover the additional expenses if there is a net savings. Employees opting to extend a trip may be required to schedule vacation and bear their own living expenses. Airline tickets should be prepaid through a City credit card.

3. Lodging

Lodging will be covered for the nights the person is on City business, including travel days. Charges typically include the cost of a single room, taxes, and governmental charges, excluding personal items. Additional charges due to a guest, like a spouse staying in the room, are the responsibility of the individual. The most reasonable lodging method will be used based on location and price, with conference hotels preferred if available.

4. Meals

Meals will be reimbursed based on the Per Diem Rates set by the Internal Revenue Service. The meal allowance for partial travel days or when meals are part of the registration is broken down by meal, including tips.

For instance:

Area Per Diem Rate: \$58.00
Breakfast (20%): \$11.60
Lunch (30%): \$17.40
Dinner (50%): \$29.00

5. Registration

The cost of registration is a prepaid expense. Additional registration fees for entertainment-type activities are the responsibility of the individual.

V. EXPENDITURES IN THE KANSAS CITY METROPOLITAN AREA

1. Mileage

Mileage expenses for local seminars and training sessions will be reimbursed at the current mileage rate set by the Internal Revenue Service only when a City-owned vehicle is unavailable. Classified employees with a car allowance are not eligible for reimbursement within the metropolitan area.

2. Parking and Toll Fees

Parking and toll fees for business activities are reimbursable, with receipts required.



ACTION ITEM SUMMARY	Item Number:	10.C
	Date:	1/31/2024
City Manager	From:	Bret Glendening

RE: A resolution amending the city's personnel policies regarding reinstatement.

RECOMMENDATION: That the City Council approve Resolution 1205

DETAILS: After the council voted to amend the personnel policies to include volunteer fire fighters in the annual distribution of longevity payments, it was noticed that an additional section of the personnel policies needed to be amended to clarify not just longevity payments, but reinstatements of former employees in general.

This resolution clarifies and aligns the reinstatement policy with the longevity pay policy to state clearly that:

1. The former employee must have left their former position voluntarily and in good standing;
2. Such separation shall not be as a result of retirement;
3. Separation by the former employee left that individual eligible for rehire;
4. The duration between the two terms of service shall be equal to or less than 30 days;

The language related to KPERS retirees returning to work remains unchanged and driven for the most part by KPERS policies.

Related Statute / City Ordinances	Multiple
Line Item Code/Description	N/A
Available Budget:	N/A

RESOLUTION NO. 1205

A RESOLUTION AMENDING THE PERSONNEL POLICIES FOR THE CITY OF OSAWATOMIE, KANSAS TO CLARIFY REINSTATEMENT RIGHTS AND BENEFITS AVAILABLE TO REINSTATED EMPLOYEES

WHEREAS, the City of Osawatomie, Kansas, has personnel policies in place that are applicable to all city employees; and

WHEREAS, these personnel policies have been in effect since January 1, 2015 and have been amended as needed from time to time; and

WHEREAS, on November 30, 2023, the City of Osawatomie modified its longevity policy to include volunteer fire fighters; and

WHEREAS, the longevity policy and the reinstatement policy contain a conflict that could allow someone with a break in service of greater than 30 days to remain eligible for longevity pay which would include their initial time of service.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Osawatomie, Kansas:

SECTION 1. The Governing Body hereby amends Chapter 8, Section III of the city's personnel policies to read as follows (changes noted in red):

Chapter 8: Employment Status and Records

III. Reinstatement. Former employees shall only be reinstated if: 1.) the reason for the former employee's separation from the city was voluntary, and not the result of retirement; 2.) the former employee left in good standing and is eligible for rehire; and 3.) the duration between the employee's terms of service is equal to, or less than 30 calendar days.

- a) Employees whose separation was voluntary **BUT** in excess of 30 calendar days are not eligible for reinstatement for purposes of calculating rates of accumulation for vacation or sick leave, longevity pay, or any other benefit offered by the city and contained within these personnel policies.
- b) In the case where an employee retires from the City of Osawatomie or is receiving KPERS benefits which were based on previous service to the City of Osawatomie, such previous service will not be calculated in the determination of such KPERS benefits.
- c) Retired KPERS employees who return to the City of Osawatomie to work in any capacity will be financially responsible any penalties or restrictions associated with their return to employment.
- ~~a) When a former employee is rehired by the City, such employee's service date may be adjusted by the City to give him or her credit for previous service. Former employees who apply for positions with the City are not guaranteed reinstatement. Reinstatement is solely at the City's discretion.~~

- ~~b) The employee will receive credit for previous time served to determine the employee's eligibility for vacation leave, longevity payments or other benefits which calculate the employee's service. However, in the case where an employee retires from the City of Osawatomie or is receiving KPERS benefits which were based on previous service to the City of Osawatomie, such previous service will not be calculated in the determination of such benefits.~~
- ~~c) Retired KPERS employees which return to the City of Osawatomie to work in any capacity will be financially responsible any penalties or restrictions associated with their return to employment.~~
- ~~d) If extenuating circumstances are determined to exist, the City Manager may make exceptions to the reinstatement policy.~~

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 8th day of February, 2024, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	10.C
	Date:	2/1/2024
City Manager	From:	Bret Glendening

RE: A resolution authorizing the financing and purchase of a new fire truck.

RECOMMENDATION: That the City Council approve Resolution 1206

DETAILS: In 2022, the Fire department began to advise that Engine 41 was nearing the end of its life. We requested research to be done and information provided regarding specs for a replacement vehicle, but schedules and other projects always seemed to be in the way.

As was mentioned at a previous council meeting, the fire department is in need of replacing Engine 41 because it's no longer reliable or useful as a fire truck. The fire department has researched used vehicles and new vehicles to replace this unit and has identified a couple of options. Chief Sharp will be present at the February 22 council meeting to walk through the issues with Engine 41 as well as discuss what the used fire truck market is like currently, as well as discuss a couple of options to purchase new as well.

Keep in mind that the quarter cent public safety sales tax renewal that was on the November ballot last year passed and will be renewed on 1/1/2027, the day after the current public safety sales tax expires. Currently, our public safety sales tax raises around \$9,000/year. Once Victory Chevrolet sales taxes are received, I estimate the sales taxes collected on this public safety sales tax to at least double.

RESOLUTION NO. 1206

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO SEEK QUOTES FROM AREA
LENDERS TO FINANCE THE PURCHASE OF A NEW FIRE TRUCK AND FURTHER
AUTHORIZING THE CITY MANAGER AND FIRE CHIEF TO IDENTIFY A COST-
EFFECTIVE OPTION TO REPLACE UNIT 41 OF THE OSAWATOMIE FIRE
DEPARTMENTS' FLEET**

WHEREAS, the City of Osawatomie operates a volunteer fire department with approximately 20 volunteer firefighters, with command-and-control staff; and

WHEREAS, per city code, the Fire Chief is responsible for maintaining equipment and reporting on the status of that equipment at least annually, to the City Manager; and

WHEREAS, there has been a need to replace Engine 41 for a couple of years now and Chief Sharp is in the process of identifying options for the City Council to consider; and

WHEREAS, Engine 41 is a 1991 Pierce Dash D8000 with 29,326 miles and 2,189 hours; and

WHEREAS, Engine 41 has reached the end of its useful life as a firefighting vehicle, and as such, should be replaced.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Osawatomie, Kansas:

SECTION 1. The Governing Body hereby authorizes the City Manager to solicit quotes for the selection of a lender to finance the purchase of a new fire truck.

SECTION 2. The Governing Body further authorizes the City Manager and City Clerk to select the lowest responsible bidder for the purchase of a new fire truck which will replace Unit 41 in the City's current fleet of firefighting apparatus.

SECTION 3. The Governing Body also authorizes the City Manager and the Fire Chief to seek cost effective options for the replacement of Unit 41.

SECTION 4. The Governing Body further directs the City Manager and the Fire Chief to bring recommendations back to the council for final selection on the lender as well as the new fire truck.

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 22nd day of February, 2024, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

Annual Library Report - 2023

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2023 total
Acquisitions													
Adult Books	46	37	56	39	39	43	39	26	35	48	40	27	475
Adult CD/Audio Books			1		1								2
Adult DVDs	3		8		3	1	1	4	3		1		24
Board Games							1						1
Bakeware/Gadgets			1					1					2
Adult Total	49	37	66	39	43	44	41	31	38	48	41	27	504
Youth Books	70	97	31	51	44	73	82	64	24	53	43	17	649
Youth CD/Audio Books	1							2	3				6
Youth DVD's			3		1		1		1			1	7
Video Games					1		2		1			3	7
Youth Total	71	97	34	51	46	73	85	66	29	53	43	21	669
Total Acquisitions	120	134	100	90	89	117	126	97	67	101	84	48	1,173
Circulation													
Fiction	510	479	525	461	435	565	515	561	479	576	447	471	6,024
Non Fiction	85	70	77	69	61	80	53	64	52	56	46	40	753
Paperbacks	3	1	5	4	5	6	1		3		6	3	37
Hoopla Checkouts	167	98	104	110	122	110	110	109	103	111	110	96	1,350
DVD Movies	193	138	153	210	253	351	238	254	250	231	211	188	2,670
Audio Books	21	14	15	11	16	13	1	19	15	20	12	11	168
Magazines	1							2		2			5
Audio CDs - Music				1							1		2
Bakeware	1	2	1									1	5
Puzzles/Board Games	1	2	3	2	1	1	3	2	2	4	3		24
Gadgets (Hot Spots, Tool Kits)	10	6	5	6	5	8	2	4	3	2	3	2	56
Adult Total	992	810	888	874	898	1,134	923	1,015	907	1,002	839	812	11,094
Youth Fiction	502	479	547	348	438	1,115	689	602	423	496	360	285	6,284
Youth Non Fiction	68	56	51	37	39	82	43	53	23	39	21	17	529
Video Games	9	9	2	13	18	11	14	14	21	38	16	11	176
Youth Total	579	544	600	398	495	1,208	746	669	467	573	397	313	6,989
Interlibrary Loan													
Borrowed outside KOHA	1	5	3	4	4	-	6	4	2	3	7	10	49
Borrowed inside KOHA**	388	315	309	263	264	297	243	357	315	325	250		3,326
Loaned outside KOHA	12	7	12	5	4	3	5	8	7	2	1	8	74
Loaned inside KOHA	420	363	522	366	398	456	401	436	385	388	345		4,480
Internet Users	212	217	220	222	236	311	434	460	328	310	314	269	3,533
Total Circulation	2,216	1,583	1,723	1,503	1,637	2,656	2,114	2,156	1,711	1,887	1,551	1,402	22,139
New Patrons Registered	27	4	19	21	17	54	25	25	22	42	8	7	271
Programming													
Youth Programs (Total)													300
Age Birth-5 Programs	4	7	7	7		5	3		7	8	1		49
Attendance	27	81	33	21		305	38		128	105	9		747
Age 6-11 Programs	4	5	1	3		8	1			4			26
Attendance	63	64	14	43		285	25			16			510
Age 12-18 Programs	25	23	27	25		4	25	26	26	25	7	12	225
Attendance	259	231	294	210		72	478	428	287	318	100	124	2,801
Adult Programs	1	1	1			3	2					1	9
Attendance	3	4	2			24	47					17	97
General/Family Programs			1			1	2						4
Attendance			108		214	25	129						476
Library Visitors	1,420	1,289	1,416	1,253	1,421	2,991	2,039	1,790	1,533	1,802	1,220	1,056	19,230
Days Open	24	23	27	25	25	25	25	27	24				225
**Not totaled - already reflected in checkout numbers													

John Brown Museum State Historic Site Monthly Report

REPORT FOR: 2023 Calendar Year

<u>VISITOR COUNTS</u>	
INDIV. VISITORS	2,378
# of GROUPS	23
<u>ORIGIN</u>	
OSAWATOMIE	720
MIAMI COUNTY	352
JOHNSON COUNTY	358
KS COUNTIES	843
OTHER STATES	845
INTERNATIONAL	16

<u>VISITOR ORIGIN DETAILS</u>		
STATES	(list)	ALL but South Dakota, Vermont, New Hampshire, Montana
COUNTRIES	(list)	England, Germany, Russia, Ireland, Spain, France, Canada, Thailand, Georgia
TRAIL	(count)	47

<u>SPEAKING ENGAGEMENTS</u>		<u>HOSTED EVENTS</u>
# of EVENTS		Chautauqua, John Brown's Birthday, Pillars of the Past (Spring), Freedom Festival, Chautauqua, Talking Tombstones, Christmas at the Cabin
FEES COLLECTED	\$ -	

<u>GROUP/TOUR/FIELD TRIP STATS</u>			
	# of PPL	Type	Fee
Tri-Ko	19		\$ -
KU Catholic Center	11		\$ -
Phoenix Home Sch.	18		\$ -
Neodesha School	51		\$ -
KU Osher Inst.	18		\$ -
CE Family	8		\$ -
Woodland UMC	10		\$ -
TNFL	80		\$ -
Waverly USD	4		\$ -
Civil War Daughters	11		\$ -
Trojan Elem.	75		\$ -
Central Heights	54		\$ -
JBBD	90		\$ -
OP Boy Scouts	110		\$ -
Paola School	135		\$ -
Cocer Wagon	15		\$ -
Home Group	5		\$ -
Lakemary	9		\$ -
Lakemary	10		\$ -
Kelly's Kids	8		\$ -
Lakemary	3		\$ -
Job One	6		\$ -
Fort Worth, TX	6		\$ -

<u>TOTAL DONATIONS 2023</u>	
TOTAL RECEIVED	\$ 5,034.53

<u>TOTAL VISITORS 2023</u>	
	3,134
<u>TOTAL MONIES 2023</u>	
\$	5,034.53

Fees Implemented for
Eligible Groups Beginning
July 1, 2023

John Brown Museum State Historic Site Monthly Report

REPORT FOR: Jan 2024

VISITOR COUNTS	
INDIV. VISITORS	46
# of GROUPS	0
ORIGIN	
OSAWATOMIE	19
MIAMI COUNTY	3
JOHNSON COUNTY	7
KS COUNTIES	2
OTHER STATES	15
INTERNATIONAL	0

VISITOR ORIGIN DETAILS		
STATES	(list)	AR, CO, GA, KS, LA, MO, OK
COUNTRIES	(list)	0
TRAIL	(count)	0

SPEAKING ENGAGEMENTS	
# of EVENTS	0
FEES COLLECTED	\$ -

GROUP/TOUR/FIELD TRIP STATS			
	# of PPL	Type	Fee
GROUP #1	0	0	\$ -
GROUP #2	0	0	\$ -
GROUP #3	0	0	\$ -
GROUP #4	0	0	\$ -
GROUP #5	0	0	\$ -

DONATIONS	
TOTAL RECEIVED	\$ 94.50

TOTAL VISITORS THIS MONTH	
46	
TOTAL MONIES THIS MONTH	
\$ 94.50	



Monthly Permit Report

January, 2024

Total Construction Value

\$175,201

+\$175,201.00 (1/24)

Total Permit Fees

\$2,157.22

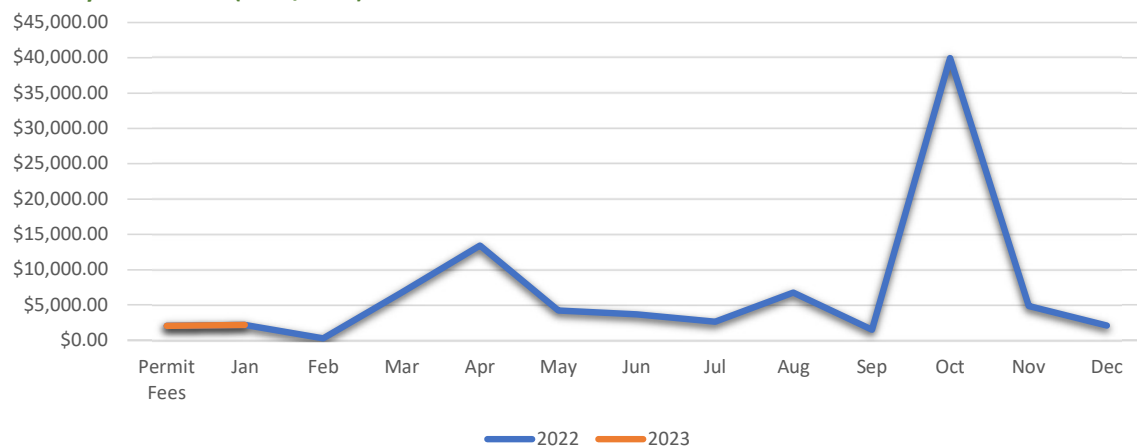
+\$2,157.22 (1/24)

Total Permits

11

+11 (1/24)

Monthly Permit Fees (2023/2024)



New Construction Homes

0

+0 (1/24)

Residential Demo Permits

0

+0 (1/24)

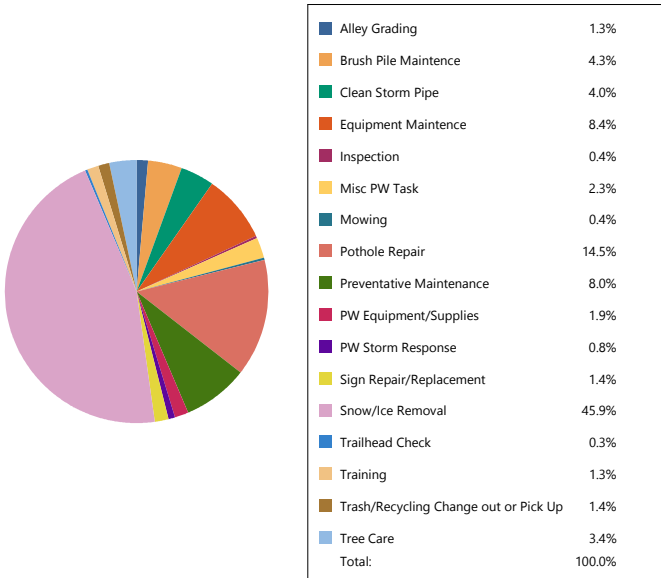
Osawatomie KS

Cost Summary By Task

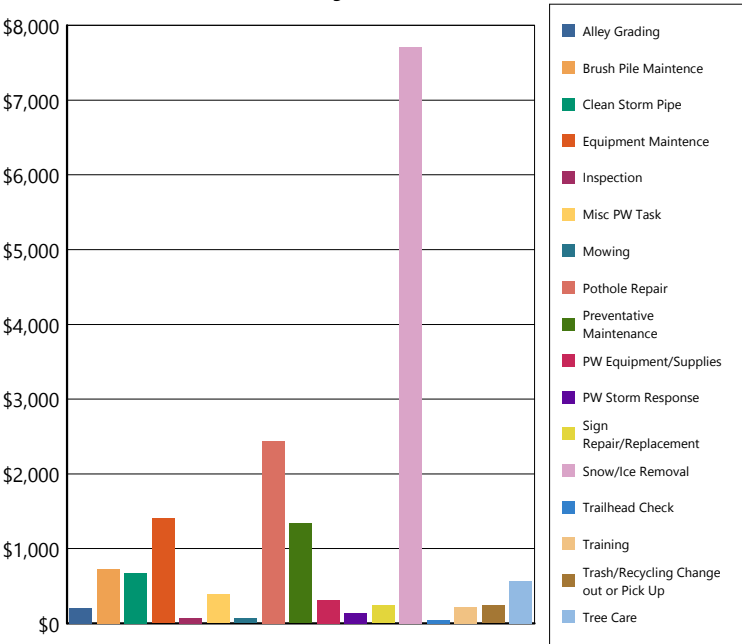
Reporting Dates January 2024

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Alley Grading	1	2.00	\$47.46	\$112.70	\$51.10	\$0.00	\$211.26
Brush Pile Maintenance	5	12.00	\$305.76	\$421.26	\$0.00	\$0.00	\$727.02
Clean Storm Pipe	2	13.00	\$302.94	\$372.32	\$0.00	\$0.00	\$675.26
Equipment Maintenance	13	36.00	\$739.70	\$663.34	\$0.00	\$0.00	\$1,403.04
Inspection	1	2.00	\$50.96	\$22.64	\$0.00	\$0.00	\$73.60
Misc PW Task	5	13.00	\$318.48	\$67.92	\$0.00	\$0.00	\$386.40
Mowing	1	2.00	\$50.96	\$11.32	\$0.00	\$0.00	\$62.28
Pothole Repair	7	38.00	\$899.34	\$1,079.98	\$460.00	\$0.00	\$2,439.32
Preventative Maintenance	18	36.00	\$958.01	\$378.78	\$0.00	\$0.00	\$1,336.79
PW Equipment/Supplies	1	5.00	\$118.65	\$193.75	\$0.00	\$0.00	\$312.40
PW Storm Response	3	4.00	\$95.54	\$45.63	\$0.00	\$0.00	\$141.17
Sign Repair/Replacement	2	3.00	\$72.94	\$66.10	\$99.75	\$0.00	\$238.79
Snow/Ice Removal	13	118.00	\$2,826.94	\$4,467.72	\$414.41	\$0.00	\$7,709.07
Trailhead Check	1	1.00	\$25.48	\$22.64	\$0.00	\$0.00	\$48.12
Training	1	7.00	\$178.36	\$45.28	\$0.00	\$0.00	\$223.64
Trash/Recycling Change out or Pick Up	5	6.00	\$114.60	\$127.15	\$0.00	\$0.00	\$241.75
Tree Care	4	9.00	\$184.66	\$384.09	\$0.00	\$0.00	\$568.75
Tasks:	17	83	307.00	\$8,482.61	\$1,025.26	\$0.00	\$16,798.65
			\$7,290.78				

Cost Summary by Task



Cost Total by Task



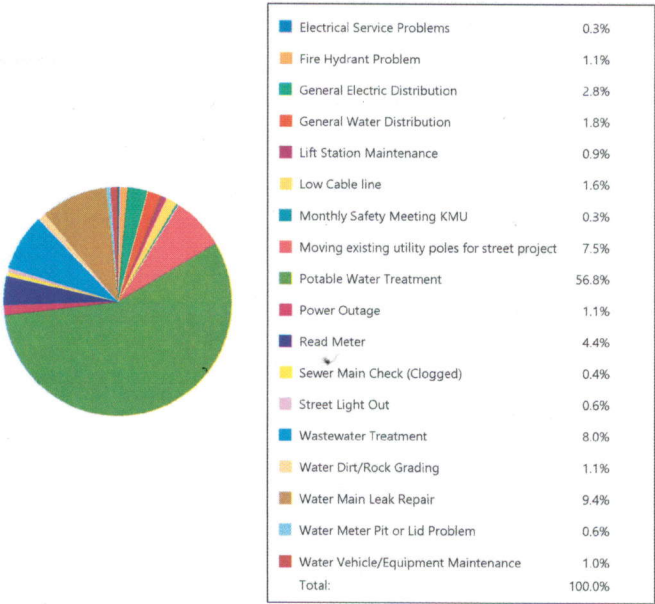
Osawatomie KS

Cost Summary By Task

Reporting Dates January 2024

Task	Activities	Labor Hours	Labor Cost	Eqp Cost	Mat Cost	Con Cost	Total Cost
Electrical Service Problems	1	2.00	\$104.16	\$157.06	\$0.00	\$0.00	\$261.22
Fire Hydrant Problem	1	8.00	\$176.56	\$729.28	\$166.57	\$0.00	\$1,072.41
General Electric Distribution	2	44.00	\$1,190.50	\$1,493.57	\$0.00	\$0.00	\$2,684.07
General Water Distribution	5	44.00	\$946.66	\$766.84	\$0.00	\$0.00	\$1,713.50
Lift Station Maintenance	2	17.00	\$362.98	\$456.36	\$0.00	\$0.00	\$819.34
Low Cable line	2	22.00	\$667.46	\$874.71	\$0.00	\$0.00	\$1,542.17
Monthly Safety Meeting KMU	3	9.00	\$229.34	\$80.72	\$0.00	\$0.00	\$310.06
Moving existing utility poles for street p	2	41.00	\$1,135.10	\$1,103.32	\$4,837.35	\$0.00	\$7,075.77
Potable Water Treatment	31	707.50	\$16,514.58	\$0.00	\$37,029.54	\$0.00	\$53,544.12
Power Outage	4	12.00	\$523.96	\$536.18	\$0.00	\$0.00	\$1,060.14
Read Meter	27	90.00	\$2,147.40	\$2,010.06	\$0.00	\$0.00	\$4,157.46
Sewer Main Check (Clogged)	1	9.00	\$186.42	\$226.08	\$0.00	\$0.00	\$412.50
Street Light Out	2	4.00	\$112.66	\$118.89	\$351.94	\$0.00	\$583.49
Wastewater Treatment	31	304.00	\$7,579.20	\$0.00	\$0.00	\$0.00	\$7,579.20
Water Dirt/Rock Grading	2	14.00	\$292.70	\$594.64	\$169.50	\$0.00	\$1,056.84
Water Main Leak Repair	5	92.00	\$2,355.14	\$4,548.63	\$1,958.00	\$0.00	\$8,861.77
Water Meter Pit or Lid Problem	1	6.00	\$124.28	\$300.72	\$183.84	\$0.00	\$608.84
Water Vehicle/Equipment Maintenance	1	9.00	\$186.42	\$778.11	\$0.00	\$0.00	\$964.53
Tasks:	18	123	1,434.50	\$14,775.17	\$0.00	\$94,307.43	
			\$34,835.52	\$44,696.74			

Cost Summary by Task



Cost Total by Task

