LeRoy City Council

Minutes

April 6th, 2020

Mayor Christine Williams called the meeting to order at the LeRoy Community Center.

Council Members: Employees:

* Jeff Brite Nikki Houston
* Terry Tyler Thomas Robrahn (by phone)
* David Houston
* Kyle Hull
* Tim Harvey (arrived a few minutes late)

No Visitors

Mayor Christine Williams called the meeting to order. Due to COVID-19 the council meeting was held at the LeRoy Community Center observing the social distancing guidelines. All council members and mayor were spread out over six feet, the City’s attorney, Tom Robrahn, joined the meeting by phone and each department submitted reports beforehand, making the only employee present, Nikki Houston, city clerk.

David Houston moved and Jeff Brite seconded to approve the March 2nd, 2020 minutes. Motion carried 4-0.

Kyle Hull moved and Terry Tyler seconded to approve the April 6th, 2020 agenda. Motion carried 5-0.

Police - Davin West, Chief of Police, submitted his report in writing as requested by Mayor Williams. West, wrapping up his first month with the City, had been busy, going through inventory, checking on possible duplicate, outdated and/or damaged equipment. The computer-based record system was out of date but with the help of the Burlington Police Department supplying a current copy it was successfully updated. He did state that he has ordered some duty gear (some back ordered), he will need to order a vest for himself upon council approval and medical equipment for the patrol vehicle to be better equipped to handle a broader range of calls. The department is also in need of updated storage solutions in the new office in order to secure weapons and evidence, the previous storage is not sufficient to guarantee safety to the community or chain of custody for evidence standards and practices. West has enrolled in three (free) online continuing education classes and is actively working on his training requirements that have to be completed by June. The moving of equipment and resources to the new office, located at 409 E 9th, is officially underway as well. As of March 25th, 2020, West suspended both part time officers until further notice; resulting from the Stay-at-Home Order that was put in place for all of Coffey County residents. Stating the reason behind it was the fact that both part time officers have full time jobs where they have contact with the general public and since they all share department equipment; he saw this as the only way to avoid cross contamination between officers. Also, at that time he was given permission (by Mayor Williams) to drive the patrol car back and forth to work until further notice. He also included in his report a list of “calls for service” for the council to review.

Superintendent Aaron Copeland

He had nothing new to report as far as day to day operations; everything running smoothly. He had decided as of late Friday afternoon (April 3rd, 2020) to proceed with the previously scheduled city-wide clean-up on April 13th, 2020.

City Clerk Nikki Houston

Houston attended the CCMFOA 3-day Spring Conference in Manhattan, she thanked the council for sending her, she felt it very beneficial and the learning was abundant ranging from learning/review of responsibilities as defined by state statutes to different collection’s avenues, elections and budget basics along with legislative updates. Per the request of Mayor Williams, the doors to City Hall were closed March 19th, 2020 & would remain closed until further notice. Since the onset of COVID-19 shifting of focus has changed a bit during Houston’s normal day on top of her daily activities as she is now watching daily news conference from a variety of state agencies, bi-weekly conference calls with the Kansas League of Municipalities and sorting and reading through countless emails in hopes to stay informed as well as educated for the safety and communication of the community. The audit, too, took a change this year due to COVID-19 by going purely electronic instead of in-person. Lastly, the draft for the codification book has been received and a preliminary review was started in early March but due to the current circumstances it is now put on hold for the time being.

Mayor Williams discussed with the council if they thought it be a good idea to proceed with the city-wide clean-up, after much discussion and health concerns it was agreed it would be best if it was cancelled and a letter be sent out immediately.

Houston moved and Hull seconded exempting the City of LeRoy out of the COVID-19 Emergency Family & Medical Leave Act contingent upon decisions made by the governing body. Motion carried 5-0.

New Business – it was decided to table the hiring of the Recreation Director until May’s meeting to see if there is a decision on the ball program through the Burlington recreation center.

Houston moved and Tyler seconded to pay all warrants. Motion carried 5-0.

Hull moved and Harvey seconded to adjourn the meeting at 6:35 P.M. Motion carried 5-0.