

**City of Auburn**  
City Council Regular Meeting Minutes  
Monday, December 4, 2023

The Auburn City Council met in regular session at 7:00 pm on Monday, December 4, 2023, in the council chambers of Auburn City Hall.

Meeting was called to order at 7:00 pm

Presiding: Mayor Brown

Present: Council Members Bryan, Potter, Koelzer, Randles

City Attorney Todd Luckman, Chief Smart, Superintendent Clinkenbeard, City Clerk Temple

Absent: Council Member Stewart

Pledge of Allegiance recited.

**Previous Meeting Minutes**

November 20, 2023, meeting minutes reviewed. Council Member Potter motioned to approve meeting minutes. Council Member Randles seconded the motion. Motion approved Unanimous.

**Question of Bills**

Detailed report of payment of invoices and checks included in meeting packet for all to review. Council Member Bryan motioned to approve the accounts payable ledger of \$34,021.80 including Payroll. Council Member Potter seconded the motion. Motion approved Unanimous.

**Citizens Forum**

None.

**Executive Session**

Council Member Bryan motioned to approve a 20-minute executive session to include city attorney regarding discussion of wages and benefits for non-elected personnel. Council Member Potter seconded the motion. Motion approved Unanimous.

Return to Session. Council Member Koelzer motioned to approve giving maintenance staff, office staff, and Chief Smart a 5% raise effective January 1, 2024. Council Member Potter seconded the motion. Motion approved Unanimous.

**Chief Smart**

Reported issues of stolen mail in town. Horses at large south of town should be reported to Shawnee County Animal Control if needed for future incidents.

**City Attorney Todd Luckman**

Park property paperwork is still in progress.

**Superintendent Clinkenbeard**

The chain belt on the spreader on the dump truck broke. Expense of \$1500 will be submitted in bills at the next meeting.

**City of Auburn**  
City Council Regular Meeting Minutes  
Monday, December 4, 2023

In need of replacement locator for pipeline. The expense is \$3,664.86. Council Member Bryan motioned to approve the amount of \$3,664.86 for a locator. Council Member Potter seconded the motion. Motion approved Unanimous.

Pump stations controller need to be replaced at Hanover and 11<sup>th</sup> streets for the purchase price of \$2,365 as well as spare parts for the total expense of \$10,100. Council Member Potter motioned to approve the purchase of the duplex controller and spare parts listed on the quote not to exceed \$10,100. Council Member Koelzer seconded the motion. Motion approved Unanimous.

Clarification of when the warranty period for the equipment begins was requested. Superintendent Clinkenbeard to follow up.

Estimated charge from Freestate to install new service with breaker on power pole at 1430 N. Washington St. is \$1,563.37 to include all material and labor for installation. Council Member Koelzer motioned to approve the expense of \$1,563.37 for new service installation. Council Member Randles seconded the motion. Motion approved Unanimous.

**City Clerk Temple**

Requested Council's support in the development of a needed community service. There will be more information as it develops.

**New Business**

Council Member Bryan motioned to approve renewing the Cereal Malt Beverage license for Auburn BP for 2024. Council Member Randles seconded the motion. Motion approved Unanimous.

Council Member Bryan found 10 metal picnic tables on purple wave being sold by the city of Shawnee and asked for permission to bid. These tables would be placed around the parks in the city. Council Member Potter motioned to approve bidding expense not to exceed \$8,000 for picnic tables. Council Member Koelzer seconded the motion. Motion approved Unanimous.

Mayor Brown updated the council on the delegation meeting regarding the turnpike. The drainage project is in the process to lower gas lines and utilities. Crosswalks and lights will be sent out for bid in the next 2 weeks. J&W Construction is in the process of completing the cover over the exercise park. Thank you, J&W Construction!

**Adjourn**

Council Member Potter motioned to adjourn. Council Member Randles seconded the motion. Motion approved Unanimous.

Signature of Approval Mark Brown

Date 12-18-2023