

Westmoreland City Council  
September 08, 2022 minutes

The Westmoreland City Council met for its monthly meeting at the Community Center on September 08, 2022.

Governing Body members present: Mayor, Mark Jack; Councilmembers, Waide Purvis, Ashley Rice, John Coleman, Jim Smith, and Bruce Meininger.

City Staff present: Maintenance Supervisor, Robert Krohn; City Treasurer, Amanda Reese; City Clerk, Julie Wren; and City Attorney, Summer Dierks.

Others present: Michelle Campbell, Resident; Parker Smith with R&S Services; Todd Anderson with SMH Consultants; Houston Pierce with VonFeld, Bauer & VonFeldt Chtd. (VB&V); Cale Prater, reporters for The Times; Gayli Harman, Camp Host; and Crystian Torres with Pottawatomie Co. Sheriff's Office.

There being a quorum present, Mayor Jack called the meeting to order at 6:30 p.m. at which time he turned the floor over to Mr. Houston Pierce for the public hearing regarding exceeding the revenue neutral rate.

There were no public comments regarding the exceeding of the revenue neutral rate.

Councilmember Purvis moved to approve Resolution #03-22 regarding the exceeding of the revenue neutral rate. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Next, Mr. Pierce presented the proposed 2023 city budget as prepared.

There being no further comments, questions or discussion, Councilmember Smith moved to adopt the 2023 proposed budget as presented. Councilmember Meininger seconded the motion. The motion passed five (5) ayes to zero (0) nays.

(Mr. Pierce exited the meeting @ 6:35 pm)

*Approval of the agenda:* Councilmember Purvis moved to approve the agenda as amended. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Consent Items:* Councilmember Smith approved the consent items which consists of, approval of minutes and monthly bills- except those that may be pulled for further discussion. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Public comments on non-agenda items:* There were no comments from the public.

*SMH visit regarding grants:* Mr. Anderson with SMH wanted to know the types of projects that the town may be interested in due to there being 247 existing and/or new grant programs that may be used. Councilmember Purvis stated the infrastructure is good and up to date when it comes to water and sewer. Some items that have been brought up are working towards the side roads of town (chip and seal is weak and needing something more stable needs to be done to them), "decorating" main street, public restrooms in city park, City Pool, drainage issues and equipment. He also asked Mr. Anderson to let them know if he thought of something that would be a good fit for our town.

*Michelle Campbell re: Donation of membership fees to Flint Hills Regional Council:* Michelle presented to the Council that she would pay for membership if someone who is on Council would represent Westmoreland and attend the once-a-month meeting for FHRC. Council responded with saying they've tried attending the meetings in the past but would miss more than they could attend. Councilmember Purvis questioned Michelle if it has to be a Councilmember that attends the meeting? With not knowing the answer, he asked if Michelle would be willing to represent Westmoreland and Council pay the fees for her to be the City representative. Councilmember Purvis asked City Clerk Wren to research and to stay in contact with Michelle and will revisit this next Council Meeting.

(Mr. Todd Anderson exited the meeting @ 7:05 pm)

*Parker Smith with R&S Services:* Parker Smith introduced himself and said the business that him and his partner, Tyler Reese whom could not attend, has is a waste collection company and they plan on putting in a bid for the City of Westmoreland.

(Mr. Smith exited the meeting @ 7:11 pm)

*Issue about property line behind 308 Quail:* Councilmember Rice brought up an issue that the Pottawatomie Co. GIS found regarding the vacating alley way and City Ordinance #579. They suggested reviewing the Ordinance and adding a legal description.

(Officer Torrez enters meeting @ 7:15 pm)

Councilmember Purvis motioned to have SMH come out and survey and give us a new legal description. Councilmember Smith seconded. The motion passed four (4) ayes to zero (0) nays. Councilmember Meininger abstained from vote due to conflict of interest. Council will revisit once legal description is available to amend Ordinance #579.

(Gayli Harman enters meeting @ 7:19 pm)

*Discussion of Charter Ordinance 2022-2:* Councilmember Rice motioned to repeal Charter Ordinance 2022-2. Councilmember Smith seconded. The motion passed five (5) ayes to zero (0) nays.

*Future agenda items:* New charter ordinance repealing 2022-2, Michelle Campbell representing the City of Westmoreland while attending Flint Hills Regional Council meetings, and Megan Bottenberg with COX Communications.

*Treasurer's Report:* City Treasurer Reese provided the Council with a list of locations whom we don't bill. There were three listed on there that was questionable. Councilmember Meininger stated they need to pay the minimum or turn the water off. Councilmember Purvis motioned to send a letter to those three businesses to forewarn them they will from now on be billed monthly unless they are able to present to the Council the reason as to why they weren't being billed and then will be open for discussion. Councilmember Smith seconded. The motion passed five (5) ayes to zero (0) nays.

*Maintenance Report:*

UTILITIES

- Collected and sent yearly HAA5 and TTHM drinking water samples to KDHE.
- Marked eight Kansas One Call locate tickets.
- Scheduled repairs of a slow leak through a bolt in the water storage tank with Liquid Engineering sometime in late October.

STREETS

- Installed fall banners on Main St.
- Shilling Construction completed the paving portion of the Campbell St. improvement project.
- Will need to place topsoil along the shoulders and touch up driveways on Campbell St. when the temperatures are cooler, and I can make it work with scheduling.

PARKS

- Mowed and trimmed all properties
- Sprayed weed at all properties.

CEMETERY

- Mowed and trimmed.
- Sprayed weeds.
- Opened/closed one cremation burial.

POOL

- Mowed and trimmed.

- Sprayed weeds.
- Began winterizing the pool.

#### BUILDINGS

- Alternative Air replaced capacitor to the outside AC unit at City Hall.

#### PLANNING AND ZONING

- Issued a building permit for an addition at 308 Quail Dr.

#### EQUIPMENT

- REED Equipment finished repairs to T3 (F650).
- REED Equipment finished repairs to air brakes on T4 (Chevrolet T7500).
- Westmoreland Auto Repair replaced parking brake cables on T1 (GMC 2500).
- Repaired/replaced brake lights on X4 (traffic control trailer).
- Installed spare control box and wiring on T1 (GMC 2500) to be able to spread salt on streets and able to use T3 (F650) if needed.
- Installed new tires on X5 (10' mower trailer) due to worn tires and a blowout.
- Replaced Stihl chainsaw due to motor issues/age and expense over repairing/replacing.
- Replaced Stihl trimmer due to motor failure/age.

#### CODE ENFORCEMENT

- Attached Chart for inoperable vehicles and mowing/weeds.

Mr. Krohn asked if he could purchase dirt to touch up driveways and shoulders on Campbell street. Councilmember Purvis motioned to allow Mr. Krohn purchase around \$5,000 worth of dirt to touch up driveways and shoulders on Campbell Street. Councilmember Rice seconded. The motion passed five (5) ayes to zero (0) nays.

Having to buy a Hach High Range Chlorine/ph Pocket colorimeter, Mr. Krohn asked if he could use part of the ARPA funds towards this purchase. Councilmember Purvis motioned to allow Mr. Krohn to purchase Hach High Range Chlorine/ph Pocket colorimeter with ARPA funds. Councilmember Coleman seconded. The motion passed five (5) ayes to zero (0) nays.

*Clerk's Report*- City Clerk Wren presented a conference in Wichita that would be very beneficial for her November 14-16, 2022. Councilmember Purvis motioned to allow Mrs. Wren to attend the Conference November 14-16<sup>th</sup>. Councilmember Coleman seconded. The motion passed five (5) ayes to zero (0) nays.

*Streets*-Councilmember Meininger had nothing to report.

*Utilities*-Councilmember Coleman and City Clerk Wren had been in contact with one another this past month for shut offs. Coleman presented a form to the Council wondering

if it could be used for those residents who are in hard times, they could fill it out and it be a promise to pay contract between them and the City. Council found that it would be beneficial to use especially if a resident is in contact with The City and is showing they are trying, we are willing to meet halfway.

(Cale Prater exited the meeting @ 7:46 pm)

*Animal Control*-Councilmember Smith had nothing to report.

*Planning & Zoning*-Councilmember Smith had nothing to report.

*Pool*- Councilmember Rice had nothing to report other than closed for the year.

*Cemetery*- Councilmember Purvis had nothing to report.

*Parks*- Councilmember Purvis had nothing to report. Gayli Harman presented the Council a letter of resignation. To discuss further the Council will have an executive session at end of meeting.

*Fire Department*- Councilmember Smith had nothing to report.

*Mayor*- Mayor Jack and City Clerk Wren presented the Council a quote from Networks Plus to change the City Employee's e-mail addresses to something more secure. Councilmember Purvis motioned to allow 3 e-mail addresses be migrated to Microsoft 365. Councilmember Meininger seconded. The motion passed five (5) ayes to zero (0) nays.

*City Attorney*- Employee Handbook was looked over and sent an e-mail of corrections she had suggested. City Attorney also stated that minutes can be shortened, but to remember to put enough information for if we look at them in the future, there's enough there to remember what was talked about and to be sure executive sessions are detailed.

Officer Torrez reached out to the City to let him know that Pott. Co. Sheriff's office is wanting to be more active in the community and to please reach out if ever we need anything.

(Officer Torrez and Michelle Campbell exits meeting @ 8:07 pm)


Councilmember Purvis moved to enter into executive session at 8:08 PM for no more than ten (10) minutes with the Mayor, Councilmembers, Maintenance Supervisor, City Clerk, City Treasurer and City Attorney in attendance for personnel matters of non-elected personnel and to protect their privacy. Councilmember Rice seconded the motion.

Councilmember Purvis moved to exit the executive session at 8:16 PM. Councilmember Coleman seconded the motion. The motion passed five (5) ayes to zero (0) nays.


As a result of the executive session, Councilmember Purvis moved to accept Gayli Harmon's letter of resignation to waive for the 30 days of notice if she so choses to want that. Councilmember Coleman seconded. The motion passed five (5) ayes to zero (0) nays.

There being no further business, Councilmember Rice moved to adjourn the meeting. Councilmember Coleman seconded the motion. The motion passed four (5) ayes to zero (0) nays .

Mayor Jack declared the meeting adjourned at 8:20 PM.

Signed:   
Mark S. Jack, Mayor

ATTEST

  
Julie Wren, City Clerk

