

Westmoreland City Council Meeting
January 12, 2017

The Westmoreland City Council met for its monthly meeting on January 12, 2017 at the Westmoreland Community Center.

Governing Body members present: Mayor, Mark Goodenow; Councilmembers Waide Purvis, Mark Jack, Jeff Rosell and Jim Moore.

Governing Body members absent: Councilmember, Jim Smith.

City Staff present: City Attorney, John Watt; City Maintenance Supervisor, Robert Krohn; City Treasurer, Anastasia Keller; City Agent, Jeff Zimmerman, and City Clerk, Vicki Zentner.

Others in attendance: Mike Solida with Westar Energy; Judith Cremer and Wendi Rogers with Pottawatomie-Wabaunsee Regional Library; Christie Hitch with Tri-County Waste and Janet Goodenow, citizen and city library committee chairperson.

There being a quorum present Mayor Goodenow called the meeting to order at 7:00 PM.

Additions/Deletions to Agenda: Councilmember Moore asked for an executive session at the end of the meeting and Mayor Goodenow stated that the council needed to discuss the Kansas Department of Health and Environment (KDHE) loan paperwork.

Councilmember Purvis moved to accept the amended agenda. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Approval of December 8, 2016 and December 15, 2016 meetings minutes: Councilmember Jack moved to approve the minutes of the regular council meeting of December 8, 2016 and the special meeting of December 15, 2016 as presented. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Approval of payment of the monthly bills: Councilmember Moore requested the payment to Sink, Gordon and Associates be withheld from payment until the clerk is able to get an itemized breakdown of the hourly rate the city is being billed.

Councilmember Moore moved to pay the monthly bills except for the invoice from Sink, Gordon and Associates. Councilmember Rosell seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Donation from American Legion: Councilmember Moore presented Mayor Goodenow a check from the American Legion in the amount of \$1,000 to be used for the improvements at the ball

diamond. He also stated that the American Legion would be interested in purchasing a grill for the new concession stand at the ball diamond as well.

Mayor Goodenow accepted the donation check and the council expressed the appreciation to the American Legion for their generous donation. The purchase of a grill for the new concession stand will be discussed at a later council meeting.

Public Comments on non-agenda items: There were no comments from the public in attendance.

New Business-Mike Solida with Westar Energy re: street lights: Mr. Solida addressed the council regarding the replacement of the existing street light bulbs to LED lights. He stated that they were less expensive as the vapor lights that are presently in the majority of the city, but in the long run the LED lights were brighter and would last longer. He stated that by switching out all the street lights in town to LED lights would make the intersections and Main Street brighter and present more uniformity of lighting in town.

Mr. Solida informed the council that when the survey of the street lights was made recently, it was found that six (6) street lights had been located that the city had not been charged for in several years. He stated that Westar was not going to “back-charge” the city for them and if it was found that these six (6) or any others were not needed, Westar would remove them.

Maintenance Supervisor stated that those six (6) lights were not needed and had been reported so that Westar could remove them.

Councilmember Moore asked if the street lights in the business district of Main Street could be replaced with decorative lights and how that would work with Westar. Mr. Solida stated that the city could buy the lights and the poles and Westar would meter the usage on them.

There being no further questions for Mr. Solida, he exited the meeting at 7:25 PM.

Kristie Hitch with Tri-County Waste: Mrs. Hitch stated that she had been recently informed that there was street damage being created by her company’s refuse trucks. She stated that she had been to Westmoreland earlier in the day to survey the damage and informed the council of her findings.

Walnut Street is way too narrow for even two (2) vehicles to meet without either one or both vehicles having to pull way over onto the side of the street which would make the edges crumble over time due to the traffic.

Cooper Street has a truck with attached trailer parked on the side of the road making it difficult for the refuse truck to go around without pulling to the very side of the street which at times makes the truck drive into the neighbor’s yard across the street. She asked that the owner of the truck and trailer be asked to park in his driveway to help alleviate the issue.

Mrs. Hitch stated that she has instructed her employees to drive in the middle of the streets when possible so as to be more careful of damaging the streets.

Councilmember Rosell requested that when the trash is picked up that the workers pick up any trash that falls on the ground and to put the lids back on the trash receptacles as it seems he picks up a lot of blown trash from his neighbor's that blows into his yard. Mrs. Hitch stated she would speak with her employees to be more careful regarding the lids being put back on and to try and pick up any debris on the ground.

There being no further comments to or from Mrs. Hitch, she exited the meeting at 7:30 PM.

Pottawatomie-Wabaunsee Regional Library Discussion: Judith Cremer addressed the council regarding the library hours at the city library. She stated the regional library board had held their meeting in November and had to make adjustments to the hours on Thursday at the city library due to the substitute librarian was not able to work past 6:00 PM on Thursdays. She said the board will track the number of patrons that use the library on Thursdays as well as how many books are checked out for another three (3) months before making a decision on whether keeping the library open on Thursdays or not.

Ms. Cremer stated that she had spoken with the owners of the Westy Country Market about being a place for patrons that have ordered books to pick them up if they are unable to make it to the library during open hours.

Councilmember Rosell asked if there was any thought of summer reading programs being discussed. Ms. Cremer stated that this summer beginning in June there would be an eight (8) week reading program with the theme of "Build a Better World". At the present time, the program is in the planning stages. The board is hoping that they will be able to get community members to volunteer to do a program during the eight (8) weeks.

Councilmember Moore stated he didn't think it was just getting people to help with the programs but more along the lines of more communication and advertising. He stated that the bank would be more than willing to print the brochures for the program if the library board would provide the information.

Councilmember Rosell stated that the council was here to help with the communications and that the city clerk would help with getting the information out by including it in the city newsletter that goes out with the utility billings.

There being no further discussion or questions regarding the library, Ms. Cremer and Ms. Rogers exited the meeting at 7:48 PM.

Discussion on full-time employees paid time off calculations: Councilmember Moore stated that he, the city clerk and Mr. Gordon with Sink, Gordon and Associates had looked over the calculation of paid time off for the three (3) full time employees and had found that the calculations as stated in the employee handbook allowed too much time to accrue. A new calculation schedule had been proposed and city attorney, Watt, will re-write the policy to reflect

the new schedule and bring the revision to the February council meeting for consideration and possible agreement.

Discussion on KDHE (Kansas Department of Health and Environment) loan paperwork:

Attorney Watt informed the council that the paperwork with KDHE regarding loaning of money to the city for the wastewater improvement project had been received and reviewed. The council will need to pass an Ordinance and authorize the Mayor to enter into an agreement with KDHE for the loan money at a special meeting. He stated that the first payment on the loan would need to be made in September, 2017 with the interest rate being locked in at 1.81% as previously discussed.

The council agreed to schedule a special meeting during the week of January 16th after the clerk was able to contact the engineer to see when he would be available to attend the meeting as well.

Old Business-City Agent Report: City Agent, Jeff Zimmerman, addressed the council. He stated that he was still waiting on the council to decide what action they wished to take on a few vehicles and out of compliance properties that were past the date to be in compliance. After reviewing those vehicles and properties in question, the council directed the city attorney to begin the process for having the owners appear in municipal court.

Continued discussion on the library: Chairperson, Janet Goodenow, reported that the library committee had met and discussed the summer reading program. She stated that the committee felt that the library still needed to be open more, perhaps on a Saturday morning. She stated that the committee had discussed that perhaps there could be a LEGO building contest one Saturday with the building taking place at the library as part of the summer reading program.

The committee had expressed several ideas of programs that could be incorporated with the summer reading program theme. She said if enough volunteers committed to helping that they could rotate between themselves so one or two volunteers wouldn't have to be there every Saturday.

The next meeting of the library committee will be February 6, 2017 at 7:00 PM at the Community Center.

(Mrs. Goodenow and Mr. Zimmerman exited the meeting at 8:47 PM).

Future agenda items: Mention was made that the city would need to be thinking of finding a new animal control officer due to the passing of Mr. Hamilton. City Attorney Watt stated that he felt the council should wait and see who the county contracted with and approach that person for their interest in contracting with the city as their animal control officer. In the meantime, residents could contact the sheriff's department with any animal issues.

Staff Reports:

City Treasurer: Treasurer Keller informed the council that there had been an issue with one payroll check not taking out taxes. She stated she had contacted Sink, Gordon and Associates and they recommended that either the employee pay back the non-deducted taxes in the amount of \$133.80 or the council waive this payment.

Councilmember Rosell moved that the city waive the payment of \$133.80 of non-deducted payroll taxes. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Councilmember Rosell moved to approve the treasurer's report as given. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

City Maintenance: Maintenance Supervisor Krohn reported on the following:

Utilities: Mayer Specialty cleaned the sewer main in the alley west of 1st & Main
Staff installed a new water meter resetter at the Walnut Street Trailer
Park due to a plumber snapping off the shut off on the existing
meter setter

Liquid Engineering won't be able to come and fix the water storage
tank leak until after March when the weather is warmer
Still waiting on part to arrive for the communication issue

Streets: Spread salt on the streets December 16th
Replaced a stop sign at State & Walnut that had been hit
Took down Christmas lights & banners throughout town

Cemetery: Opened/closed one (1) grave

Buildings: Finished removing floor, removing and replacing existing plumbing,
pouring back the floor, removing existing east wall windows,
installing new door in east wall and started interior finish work at
the ball diamond bathrooms
Installed water service and stubbed out sewer service for the ball
diamond concession stand

Krohn stated that he was still waiting on the electrician to come wire the concession stand and that the whole project was coming in under budget. Previous discussion had been to install new fencing on the 3rd base and 1st base sides of the diamond if all the uncompleted work comes under budget.

Krohn brought before the council for consideration the purchase of a 2009 Kubota utility service vehicle from KanEquip in Wamego at the price of \$4,750.00. He stated that it would need new tires at a cost of \$100.00 each.

Councilmember Rosell moved to allow Krohn to purchase the 2009 Kubota utility service vehicle from Kan Equip for \$4,750.00 and to purchase four (4) new tires at a cost of \$100.00 each with the purchase being taken out of the utility fund. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

City Clerk: City Clerk Zentner informed the council that she was purchasing a new laptop for use at council meetings from her monthly expense account. She stated that it would be used to display the meeting agendas on the television.

Councilmember Moore inquired as to why it was needed. Zentner replied that the previous treasurer had used her personal laptop for this purpose due to the city not having any extra laptops to use. The fire department, as voted upon at a previous meeting, had been given the only extra laptop the city had. When asked why the clerk's laptop couldn't be used for this, Zentner replied because it was not capable to have the agenda on the television from her laptop without the minutes showing up as well.

Councilmember Jack moved to approve the purchase of a new laptop to be used for meeting purposes of posting the agenda for the audience to follow along. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Council Reports:

Streets: Councilmember Moore had nothing more to report.

Utilities: Councilmember Rosell had nothing more to report.

Pool: Councilmember Jack asked the city clerk if the advertisement for the pool manager position had been submitted. Zentner replied it would begin the following week in The Smoke Signal.

Fire Department: Councilmember Jack reported that the valve on the E-One fire truck that had been leaking had been fixed.

Cemetery: Councilmember Purvis had nothing to report.

Parks: Councilmember Purvis had nothing to report.

Planning & Zoning: Due to the absence of Councilmember Smith there was no report.

Mayor: Mayor Goodenow asked that out of respect of Ed Hamilton's death that the city waive the fee for opening and closing of his burial.

Councilmember Jack moved to waive the opening and closing fee for the burial of Mr. Hamilton due to his service to the city as a volunteer fireman and the animal control officer. Councilmember Purvis seconded the motion. Councilmember Purvis also asked that flowers be sent. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

City Attorney: City Attorney Watt had nothing to report.

Councilmember Moore asked Attorney Watt where the city was on the annexation of the bank land. Attorney Watt stated that it had been done.

Attorney Watt asked if the council was still wanting a long-term agreement with the county regarding the maintenance on Campbell Street. The council stated they did. Attorney Watt will speak with the County Administrator and Public Works Director to get the agreement written up.

Councilmember Moore moved to enter into an executive session at 9:25 PM for then (10) minutes with the council, Mayor, Attorney Watt, city clerk and city treasurer in attendance for the purpose of discussing non-elected personnel and to protect their privacy. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Councilmember Rosell moved to exit from the executive session at 9:25 PM. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Mayor Goodenow declared the executive session adjourned at 9:25 PM. There was no action taken as a result of the executive session.

There being no further business brought before the council or to be discussed, Councilmember Rosell moved to adjourn the meeting. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Mayor Goodenow declared the meeting adjourned at 9:25 PM.

Approved by the Governing Body on February 9, 2017.

Attest:


Vicki B. Zentner, City Clerk



Signed:


Mark A. Goodenow, Mayor