

Westmoreland City Council
May 11, 2023 minutes

The Westmoreland City Council met on May 11, 2023 at the Westmoreland Community Center for its monthly meeting.

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

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

Others present: Resident; Michelle Campbell, Pott. County Sheriffs Dept.; Lt. Rice, Fire Chief, Kevin Umscheid, and Reporter of The Times; Cale Prater.

There being a quorum present, Mayor Jack called the meeting to order at 6:30 PM.

Agenda: Councilmember Rice asked to add Kole Dierking to D.2.12, Jerry will not make the meeting. Councilmember Bruce Meininger asked to be put in that slot instead of Jerry's name D.1.- Flint Hills Regional Council items. Councilmember Purvis moved to approve the minutes with additions. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Consent Items: There being no corrections or discussion, Councilmember Rice moved to approve the consent items. Councilmember Smith seconded the motion. The motion passed four (5) ayes to zero (0) nays.

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

Bruce Meininger speaking about FHRC: Councilmember Meininger attended his first Flint Hills Regional Council meeting this month. He handed out packets talking about EPA grant fundings that may be available for us. He's also gained a few contacts to ask about grants that could benefit repairing our streets. Resident Campbell commented that they'll be making some changes that may be in our favor for having Resident Campbell represent our town and be able to vote while doing so. Jerry will be coming to the next city council meeting to answer questions and explain more about FHRC to the Council and anyone else who would like to attend.

Appointments: Mayor Jack appointed the following for council's approval:

- City Clerk & Municipal Court Clerk- Julie Wren
- City Attorney: Summer Dierks

- Municipal Court Judge: Judge Erich Campbell
- Fire Chief: Kevin Umscheid
- Zoning Administrator: Robert Krohn
- Code Enforcement Officer: Robert Krohn
- Official Financial Institution for the city: Farmers State Bank
- Official auditing firm for the city: VonFeldt, Bauer, & VonFeldt
- The Times: Official newspaper for the city
- Planning and Zoning Commission members:
Tanya Purvis, Ashley Smith, Jessica Jack, Jesse Rule, and Kole Dierking

Councilmember Purvis moved to approve the above appointments by the Mayor. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Community Center Expenses: City Clerk Wren informed the Council that she contacted BlueValley and cancelled the phone line service which will leave Wi-Fi only on the bill for the Community Center. Our package is at their cheapest rate and is unlimited use. We also get a \$20 credit due to advertising for them. Council agreed that this would be the cheapest route and to not make any changes with the Community Center at this time.

Community Center leasing on Sundays for the church The Way: Councilmembers had a lengthy discussion on this subject. In the Community Center agreement there is no wording for groups wanting to book in advance or a time frame of when they're able to book. Councilmember Rice moved to keep the booking for groups/individuals the way it's always been. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays. Councilmember Purvis abstained from voting due to being a member of the church. Barry will be notified to fill out an application and provide dates he would like to rent the community center for next year (2024).

Future agenda items: Personnel Handbook once completed, Jerry Lonergan speaking on FHRC, Dollar General representative coming to speak to Council, Kaylene Plummer on behalf of Westmoreland Chamber and going over the list of monuments/stones to get them scheduled to fix at the Westmoreland Cemetery.

Reports:

Treasurer: City Treasurer had nothing to report

Maintenance Report:

UTILITIES

- Completed two work orders for water meter read in/turn on and/or read out/shut off.
- April KDHE drinking water samples came back negative for E.coli and/or coliform, once received within the timeline allowed due to delays with the post office.
- Sent May drinking water samples to KDHE.
- Completed three Kansas One Call locate tickets.
- Larson Construction bored new water service into the Community Center.
- Hooked up the water service at the Community Center and reset the water meter/pit.

STREETS

- Completed one work order to install driveway culvert pipe extension at 507 E. Armer.
- Removed and reinstalled stop ahead sign along with a new 30 mph sign at 6th/Campbell.

PARKS

- Picked up trash and tree limbs at city properties.
- Mowed, trimmed, and sprayed weeds.
- Installed ADA picnic table in the FMS at the RV Park.

CEMETERY

- Repaired grave settlement and planted grass seed over graves.
- Mowed.

POOL

- Installed new ladder rungs, hydrostatic valves, epoxy patched cracks in the skimmer baskets, and finished cleaning the pool.
- Filled the pool, started up the pump and heater, checked for leaks, and added the startup chemicals into the pool.
- Mowed, trimmed, and sprayed weeds.

BUILDINGS

- Mowed, trimmed, and sprayed weeds.

PLANNING AND ZONING

- Issued a demolition permit for a house at 205 E. Cochrun.
- Issued a building permit for a fence at 506 E. Armer.
- Issued a building permit for an accessory use building at 308 Quail Dr.
- Issued a chicken permit for 203 W. Cooper.
- Issued a building permit for an accessory use building at 410 N. 1st.
- Issued a building permit for a deck at 309 N. 1st.

MISC.

- Spring clean-up filled one 40 yd and one 30 yd dumpster with trash. A 20 yd $\frac{3}{4}$ full of metal to be recycled.

Robert informed the Council that the UTV he had ordered with the ARPA funds was going to possibly take a year or two before it would come in, due to the manufacturing halting production. He happened to be at KanEquip when they had gotten a UTV very similar to the one that was ordered and ended up being \$2,000 cheaper. Robert went ahead and purchased it.

Robert asked the Council if he could get a utility trailer that would fit both mowers on it. Right now, he's having to take a mower, unload and then go to the shop and load the other. The Council had approved an extra \$5,000 for when he got the approval to order the UTV and since that portion of the budget didn't get used, Robert asked if he could put that towards the new utility trailer. Costs for the new utility trailer would be around \$5,500. Councilmember Purvis moved to approve the purchase of a utility trailer to haul the mowers for the amount of \$6,000. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Clerks Report: City Clerk Wren asked if a Wi-Fi security camera could be installed in front of City Hall. Robert said he had an extra camera that could be installed. All that needs to be purchased is the monthly subscription which will be \$10-\$20 a month. Councilmember Purvis moved to approve the install and to pay the monthly subscription. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Westmoreland Chamber has a new design, Discover 66549. Wren stated the Chamber is working hard to get our town on the map. Kaylene Plummer will be attending the next meeting on behalf of Chamber to talk about billboards being put up on the highway and Flush.

Reminder of the Special meeting May 23rd at 7:00 PM at the Fire Station, continued conversation about the radios.

Employee Handbook is being worked on when able to. Due to the paperwork needing to be spread out, it is hard to do this task during the day with other daily tasks needing to be done.

With Robert having his own power washer at the shop, he no longer uses the car wash. The Fire Department uses it, this charge will be added to the Seven Township invoice and be charged the way all the other items get charged.

(Prater exited the meeting @ 7:22 PM)

Streets- Councilmember Meininger had nothing to report.

Utilities- Councilmember Coleman had nothing to report.

Animal Control- Councilmember Smith had nothing to report.

Planning & Zoning- Councilmember Smith had nothing to report.

Pool- Councilmember Rice reported that the Pool Manager is hired, Lifeguards hired, certification and recertification training is scheduled, prices are set, and the pool is filled. Still in need of a pool assistant manager and details for swimming lessons. The soft opening date is set to be May 29th. That's all the details for now.

Cemetery- Councilmember Purvis had nothing to report, but asked if Council could review the list of stones needing to be fixed for next Council meeting.

Parks- Councilmember Purvis had nothing to report. Mayor Jack read a note from Mr. Frank who donated an ADA picnic table to the Frank Memorial Park. Robert had fastened down the picnic table and Mr. Frank requested it not to be fastened and if fastened down due to it being stolen, he would replace it during his lifetime. Robert stated the reason he did this is due to it being mandatory for the table to be ADA compliant. Mayor Jack asked that Mr. Frank be notified of this information and the Council agreed that it needs to continue being fastened in order for it to be ADA compliant and not be stolen.

Fire Department- Councilmember Smith and Fire Chief Umscheid wanted to thank all the volunteer firefighters for doing such a good job and for helping with the structure fire here in town.

Mayor- Mayor Jack had nothing to report.

City Attorney- There are two hearings coming up at the end of the month for dog violation and vehicle violation. Attorney Dierks did some research and stated swearing in the lifeguards is not necessary.

(Campbell, Umscheid and Lt. Rice exited the meeting @ 7:37 PM)

Executive Session: Councilmember Rice moved to enter into executive session at 7:40 PM for no more than fifteen (15) minutes with the Mayor, Councilmembers, City Clerk, City Treasurer, City Attorney and Utility Maintenance Supervisor in attendance for personnel matters of non-elected personnel and to protect their privacy. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

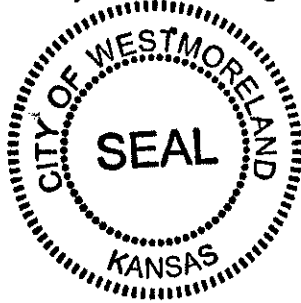
Councilmember Purvis moved to exit the executive session at 7:53 PM. Councilmember Coleman seconded the motion. The motion passed five (5) ayes to zero (0) nays.

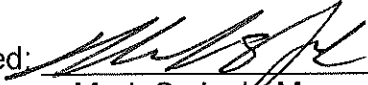
No action taken.

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

Mayor Jack declared the meeting adjourned at 7:54 PM.

Approved by the Governing Body on June 08, 2023.



Signed: 
Mark S. Jack, Mayor

ATTEST


Julie Wren, City Clerk