

Westmoreland City Council
March 8, 2018 Minutes

The Westmoreland City Council met on March 8, 2018 for its regular monthly meeting at the Westmoreland Community Center.

Governing Body members present: Mayor, Mark Goodenow; Councilmembers Jim Smith, Waide Purvis, Ashley Rice, Mark Jack and Jim Moore.

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

Others present: Janet Goodenow, library committee chairperson; Cale Prater, reporter for *The Smoke Signal* and Nathaniel Nottage-Tacey with KSNT TV.

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

Additions/Deletions to agenda: Councilmember Moore asked to add a discussion for installing poles on the east end of Main Street for advertising banners and a discussion on a donation for the Topeka High Drum Line appearance at the Westy Car Show in June.

There being no further additions/deletions to the prepared agenda, Councilmember Jack moved to approve the amended agenda. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Approval of minutes of February 8, 2018 regular meeting and February 20, 2018 special meeting: Councilmember Purvis moved to accept the minutes of February 8, 2018 regular meeting and the minutes of February 20, 2018 special meeting as presented. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Payment of the monthly bills: Councilmember Purvis moved to pay the monthly bills as presented. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Public Comments on non-agenda items: There were no comments on non-agenda items.

Discussion on demolition permits: City Attorney Watt informed the council that this issue needed to go to the planning/zoning commission. He stated that the council should give any of their ideas of what they would like to see covered to the commission.

Comments from councilmembers included that the zoning administrator should make sure all utilities were turned off before and after the demolition; that there be a time limit for the

demolition to be finished by; that the use of demolition containers have a time limit as well and that the demolition site be put back to seed.

Attorney Watt stated that the ideas should be turned into the city clerk and/or himself for passing along to the planning/zoning commission.

Cost of WIFI at RV Park: Supervisor Krohn stated he had spoken with Blue Valley Telecommunications regarding the availability of WIFI at the RV Park and the costs associated with offering this amenity to the campers.

He stated that it would cost approximately \$500 for Blue Valley to set the service up and the city's electrician to wire the routers for the vault and RV Park with no monthly charge to the city. Krohn stated that there was no guarantee that the signal could be accessed inside individual campers but would be to the park in general. They will show him how to change the password, if needed. Otherwise, there were no other major issues.

Councilmember Purvis moved to spend up to \$600 including electrical work for offering WIFI to the RV Park. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Ordinance #560 "...allowing liquor and 3.2% beer sales on Sundays...": Attorney Watt stated that Ordinance #560 complied with the State statute in allowing liquor and 3.2% beer sales on Sundays within the city limits. He stated that the ordinance would need to be published two (2) consecutive weeks in the official city newspaper (*The Wamego Times*) and then there was a sixty (60) days public time limit to protest. When asked if other towns were allowing these sales, Attorney Watt stated that several counties and towns in the state were allowing the sales.

There being no further discussion, Councilmember Jack moved to pass Ordinance #560 as presented. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Fiscal Sustainability Plan for wastewater collection and treatment system agreement with KDHE: After Attorney Watt reviewed the agreement, the council decided to table any action taken on the agreement until they could speak with the city's engineer about it and instructed the city clerk to contact the engineer to attend the April 12, 2018 meeting.

Approval of the first amendment to the loan agreement between KDHE and city for the wastewater improvements project: City Treasurer Varriale informed the council that the amortization schedule had changed due to the city not requesting money from KDHE for the wastewater improvements project until now.

Councilmember Purvis moved to approve the first amendment to the KDHE loan repayment schedule as presented. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Discussion on paying of interest on sewer improvement loan or other option: City Treasurer Varriale informed the council that they could decide to pay \$218.51 of interest now or defer it, which she did not recommend as the city would be paying interest upon interest.

Councilmember Jack moved to pay the interest of \$218.51 out of the Bond and Interest fund as recommended by the city treasurer. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

RV Park host discussion: The council requested that the clerk contact the person interested in being the RV Park host to attend the April council meeting.

Discussion on "Little Free Library": Councilmember Purvis stated that he had contacted the teachers at Westmoreland Elementary School that were in charge of the "Little Free Library" on Main Street regarding the use of the donated books he had stored in his shop. They were very excited about getting more books, but they had indicated that they felt another structure would need to be built and they would rather another group sponsor and be responsible for the new structure.

After some brief discussion on location, it was decided to build another "Little Free Library" on Main Street, move the current one to the pool for the summer months and find some organization or club to sponsor and keep the one at the pool stocked. Councilmember Moore stated he would ask the Westmoreland Service Club at their next meeting if they would be interested in sponsoring the one at the pool during the summer months.

Councilmember Jack moved to allow city staff to construct a new "Little Free Library" on Main Street up to \$500 and move the current one to the pool for the use during the summer months. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Discussion on pool improvements: Maintenance supervisor Krohn presented to the council two (2) options on improvements at the pool for a deck and shade.

Option #1 at a cost of \$760 plus labor costs included 5.5 yards of concrete at a cost of \$660 and \$100 of materials plus labor that would need to be contracted for as he would need help due to the maintenance assistant not medically cleared to do this work.

Option #2 at a cost of \$2,500 for fencing, concrete and erecting a shade structure plus labor as stated above under option #1.

Mayor Goodenow thought that perhaps the whole project should be done in stages. Councilmember Moore stated he hated to spend so much money when the pool loses money.

Krohn stated that he could get bids for both options for constructing after the season. Councilmember Purvis stated he would like to get something done now and suggested doing the

concrete work now and then look at erecting more shade for the next year after getting input from the patrons regarding the shade.

Councilmember Purvis moved to construct the concrete work at the pool not to exceed \$3,000. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Discussion on fees for swimming lessons: Councilmember Purvis moved to raise the price for 10 public swimming lessons from \$40 to \$50 and keep the price of private lessons the same as last year. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Selling of the current sewer jetter: Councilmember Jack moved to allow the selling of the current sewer jetter through Purple Wave. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Renewal of CMB license for South 40 Café: City Clerk Zentner informed the council that an application renewal had not been received as of the council meeting. The renewal was tabled.

Review of city insurance premium: The council reviewed the insurance premium as presented and unanimously agreed to renew the insurance for 2018-2019.

Discussion on poles at east entrance to city for advertising banners: Councilmember Moore stated that the Westy Area Chamber would like to have poles erected on the east end of Main Street to advertise events. Krohn stated that with the new Short Stop construction, the poles would need to be moved further west than where the chamber was requesting and permission would need to be solicited from the county for traffic reasons.

Attorney Watt stated he didn't see the county being against the poles, but the city would need to get permission from landowners for the poles.

Councilmember Purvis suggested that Thomas Sign be contacted for the design of the banners and placement of poles. Councilmember Moore stated that he would bring back a proposal.

Donation for Topeka High Drum Line at Westy Car Show: Councilmember Moore stated that the Chamber was trying to solicit the appearance of the Topeka High Drum Line again this year for the Car Show and asked if the council would donate \$200 towards the fee for them to appear.

Councilmember Purvis moved to donate to the appearance fee of the Topeka High Drum Line not to exceed \$200. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Agent: City Agent Zimmerman stated that there were still two (2) vehicles that had not been taken care of. Attorney Watt will proceed with court procedures.

Zimmerman had submitted a report and pictures to the city clerk for notification to be sent however, due to the death of a family member, the clerk had not been able to send the notification out.

Jeff also stated that one (1) resident had called city hall and was rude to staff regarding a vehicle of his. When Jeff had called to talk to the resident, he was rude and threatened Jeff. Jeff asked the council if he could get a shirt to look more official. Mayor Goodenow suggested a vest that could be worn over a coat.

Councilmember Purvis moved to allow Jeff to get a vest with City Ordinance Officer on it. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Continued discussion on the library: Janet Goodenow stated that she and the new member of the committee had been discussing ideas such as putting books in area businesses and have not heard back from the businesses they've contacted as of yet. She also stated that McCormick Elementary in Olsburg would like children's books to start their own "Free Little Library".

Future agenda items: Councilmember Moore wanted an update on the Main Street beautification plan the city had already paid for with SMH Consultants. The city clerk will contact Mr. Hancock and ask him to attend the goal setting meeting on March 15, 2018.

Staff Reports:

Treasurer: Councilmember Moore stated that staff needed to watch the water income and expenses. Treasurer Varriale stated that the "jump" in monthly expenses was due to the re-financing of the bonds which in turn increased the budget for the bond and interest fund to be transferred into from the water fund.

Councilmember Purvis moved to accept the treasurer's report as presented. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Maintenance: Maintenance Supervisor Krohn reported the following:

- UTILITIES-Installed cleanout cover and poured back concrete patch in the alley next to the administration building from the sewer main improvements.
Mayer Specialty lined the manhole #9 on Scott Drive as part of the sewer main improvements.
Visu-Sewer installed repair liner and grouted a tap downstream in the area of manhole #88
- STREETS-Cleared ice off of streets and sidewalks on February 20th, 22nd, and 23rd.

Repaired sidewalk ramp at 314 Main.

- PARKS-Trimmed the bushes at city park
Inspected and made necessary repairs to all the park equipment at City Park, RV Park and the pool.
Installed two (2) roof vents for air circulation at the ball diamond bathrooms.
Installed the fixtures and water heaters at the ball diamond concession building and bathrooms in order to open them when the weather allows.
- CEMETERY-Opened/Closed one (1) grave
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- POOL-Completed electrical repairs from the KDOL inspection.
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- BUILDINGS-Replaced faulty GFCI outlet at the fire station.
Repaired exhaust fan at the fire station that was stuck in the open position.
Completed electrical repairs from the KDOL inspection at the shop.
- PLANNING AND ZONING-Issued one (1) building permit for an addition at 314 Main.
- MISC.-Working with the museum on two (2) projects, in the shop for them before they open for the summer.

In addition to the above, installed a new 1 ½" water service for the new Short Stop building. Construction on the new building should start at the end of March.

Would like to replace the salt spreader as it is eight (8) years old. To replace it would be \$1,700 and would need to modify it to fit the truck. He would like to give the old one to the City of Wheaton.

Councilmember Purvis moved to purchase a new salt spreader not to exceed \$1,800. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Krohn also reported that projects for the museum would be finished at the end of the week; that the maintenance assistant had returned to work part-time until his doctor releases him for full-time duty; and summer help was hired at a rate of pay being \$10.50 effective with the next pay period as he was already helping with some duties.

Clerk: City Clerk Zentner reminded the council that the city would be hosting the Flint Hills Regional Council Board meeting on April 20, 2018 from 9:00 AM to 12:00 PM and as the host, would need to provide rolls, juice and coffee.

Councilmember Purvis moved to allow the clerk to purchase rolls, juice and coffee for the Flint Hills Regional Council Board meeting on April 20, 2018 not to exceed \$50. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Zentner informed the council that she and Councilmember Rice would not be present at the April council meeting due to a conflict with a grade school concert.

Councilmembers' Reports:

Streets: Councilmember Moore stated that he and Krohn had driven the streets in town and found lots of areas that need to be patched, but there was a lot of money to be spent on the patching. They will try and narrow it down to the most needed areas.

Chip and sealing of streets will not be done this year and there are no major needs to do this year.

A plan for continuing the sidewalk on 2nd Street past the Charlson-Wilson building and three (3) blocks on Cochran will be brought back to the council for approval.

Mayor Goodenow stated that the alley behind the new Short Stop property needs to be fixed. Councilmember Moore stated it would be looked at. Krohn stated that it would be looked out, but fixed after the new building construction is finished.

Mayor Goodenow would like the flags on Campbell Street either replaced or removed as they have faded from the weather. He also inquired about the reflector posts at the triangle park at the west entrance into town. Krohn stated that they were the county's responsibility and he would talk to them about them.

Krohn also stated that there was signage that needed to be replaced and he had come up with a cost of around \$6,000. Councilmember Purvis requested that Krohn bring back a plan for the replacements for the council to consider.

Utilities: Councilmember Jack stated that the sub-contractor still needs to finish putting the alleys back and prepping for seeding from the sewer lining and repair project.

Animal Control: Councilmember Smith had nothing to report. However, the issue regarding having an animal control officer for the city was brought up.

Councilmember Jack stated that the county did have an officer for animal control but was only for county control not municipalities.

After some brief discussion, the council instructed the city clerk to call the City of Onaga to see what they are doing for animal control and inquire if Westmoreland could hire their officer as well.

Planning/Zoning: Councilmember Smith presented the plat for the property owned by the Fouts. He stated that the planning and zoning commission had approved the plat which consisted of nine (9) lots.

Attorney Watt stated that there were still some questions between the Fouts and their engineer regarding property taxes and the cost of a lift station.

Councilmember Moore stated that the Foutses may not ask the city to annex the land, and that they might just sell the land themselves. Attorney Watt stated that after a decision is made by the Foutses, their engineer will need to bring the plat to annex the lots into the city, should that be the decision that is made.

Pool: Councilmember Rice had nothing to report.

Fire Department: Councilmember Jack had nothing to report.

Cemetery: Councilmember Purvis had nothing to report.

Parks: Councilmember Purvis had nothing to report.

Mayor: Mayor Goodenow had nothing to report.

City Attorney: City Attorney Watt had nothing to report.

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

Mayor Goodenow declared the meeting adjourned at 8:45 PM.

Approved by the Governing Body on April 12, 2018.



Vicki B. Zentner
Vicki B. Zentner, City Clerk

Signed: Mark A. Goodenow
Mark A. Goodenow, Mayor