

Westmoreland City Council
October 12, 2023 minutes

The Westmoreland City Council met on October 12, 2023 at the Westmoreland Community Center for its monthly meeting.

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

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

Others present: Residents- Michelle Campbell & Scott Garman, Main St Mercantile/Westmoreland Chamber-Rita Newell, Rock Creek Valley Historical Society- Jenni Moore, Pott. County Sheriffs Dept- Officer Torres, and Reporter of The Times; Cale Prater.

There being a quorum Mayor Jack called the regular meeting to order at 6:30 p.m.

Agenda: Councilmember Rice asked that Reviewing Ordinance 595 & 596 due to a conflict. Councilmember Purvis moved to approve the agenda with the amended 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 Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Public comments on non-agenda items: Chamber Member Rita Newell- Rita presented to the Council that Shop Small will be November 17th & 18th in Westmoreland. The plans are to give shoppers a chance to win Chamber Bucks by putting their name in a drawing for every \$10 spent at a business in town. Newell asked if there was a possibility that the Council would waive the rental fee if they were to use the Community Center to hold Vendors during Shop Small. Councilmember Purvis stated we have been working hard to make things fair across the board and due to just updating the policy for the Community Center and due to the vendors making money during Shop Small, he feels they cannot waive the fee. The other Councilmembers agreed. Mayor Jack agreed with the Council's decision and then offered to cover the cost of the fees, personally.

Resident- Scott Garman- Mr. Garman came to Council with the concerns of the speeding happening on Main Street. He has spoken with the County and Sherriff's

Office and feels he's getting nowhere but wants something done now before something bad happens. He threw out the idea of using rumble strips like what is located on Flush before you hit Hwy 24 and located on Wheaton Rd before you hit Hartwich Rd. Maintenance Supervisor Bob Krohn that the driving lanes in town are under the jurisdiction of the County. With that said, Garman encouraged everyone at the meeting to attend a County meeting with him to re-visit the issue. Councilmember Smith offered to accompany him.

NEW BUSINESS:

Letter from Rock Creek Valley Historical Society (RCVHS) regarding being invoiced for water usage: Jenni spoke on behalf of RCVHS wanting an explanation on the invoice they received. October 2022 meeting the Council approved to waive the monthly minimum water and sewer bill for the New Museum and Wizarde Barn for the Historical Society. The City office staff had not caught the over usage on the New Museum due to their account being built different in the billing software. There were multiple months that was over 1,000 gallons of water used and because of that, an invoice was made up and sent. Maintenance Supervisor Krohn was able to generate a report to show every minute of every day from August 24th to October 5th to show usage and how much. There was confusion on how the water usage is added every month. It does not start over at zero after each billing cycle. The meter is continuous and whenever the thousands number changes, (example 52,000 to 53,000) that's when the extra charge is given. Jenni stated they are waiting for Travis to install a new toilet hoping this will decrease the water usage.

Set Date for Employee evaluations: November 16th @ 7:05 PM- Community Center/Executive Sessions

Reviewing Ordinance 595 & 596 due to a conflict : Ordinance 595 finishing up the cemetery is complete and done. The next item to complete would be to set city boundary certifications. Ordinance 578 was never filed in 2011. After discussion Councilmember Purvis moved to repeal 596 and file 578. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays. Councilmember Purvis asked that this is brought up next month to be sure it's done.

OLD BUSINESS:

Refuse Service and an extra 25 cent charge applied to bills: Attorney Dierks said it will be fine assessing the extra fees to cover some of the cost of sending bills out for trash. This has been done in the past, but with new office staff, it was not caught when trash services price changed last year. Councilmember Purvis moved to reinstate the extra 25 cents fee added to the cost of trash services. Councilmember Meininger seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Future agenda items: Repealing 596 and filing 578/double check to be sure things done.

Reports:

Treasurer: City Treasurer Reese had nothing to report other than attending a conference November 2nd and 3rd.

Maintenance Report:

UTILITIES

- Completed 6 work orders for water meter read in/turn on and/or read out/shut off.
- Completed 8 Kansas One Call locate tickets.
- Attended ½ day of online KRWA training for KDHE lead and copper rule/service line inventory.
- Sent lead and copper testing results to the property owners in which took the tests and sent certificate of delivery for sending letters to KDHE.
- Completed one work order for a sanitary sewer lateral tap replacement at 503 N. 4th.
- Completed one work order to unplug sewer main at 105 N. HWY 99, due to roots from a service lateral plugging the main. Sent wastewater bypass report to KDHE.
- Completed annual sanitary sewer manhole inspection (130) throughout town.
- Completed one work order for a sanitary sewer lateral cap at 202 Campbell.
- Exercised water valves (133) for the year as per KDHE regulations.
- Collected and sent drinking water monthly samples to KDHE.
- Sent 3rd quarter lagoon discharge monitoring report to KDHE.
- Completed two work orders to clean the sanitary sewer lateral at camp site 13 of the RV Park due to RV dumping mostly solids and little liquid causing the line to back up.

STREETS

- Hall Bothers Inc. completed Onyx sealing the streets proposed for 2023.
- Regraded street drainage ditch on S. 3rd.
- Replaced 24" storm water culvert at HWY 99 and State St.

PARKS

- Picked up trash and tree limbs at city properties.
- Mowed and trimmed.
- Spread mulch in mulch beds.
- Unplugged/Cleaned sewer lateral at site 13 of the RV Park due to dumping solids with little liquid out of an RV, plugging the line. Sent wastewater bypass report to KDHE.

CEMETERY

- Mowed and trimmed.
- Spread mulch in mulched beds.
- Closed one cremation burial (9/16)

POOL

- Completely winterized the pool and the pool concession/bathroom building.

BUILDINGS

- Mowed and trimmed.
- Alternative Air completed fall service of city building furnaces.

PLANNING AND ZONING

- Completed one work order for a final demolition permit inspection at 202 Campbell.

EQUIPMENT

- Installed two new tires on (X4) traffic control trailer.
- Discuss replacement of (M1) mower.

Clerks Report: City Clerk received a resume for someone interested in the Code Enforcement position. Councilmember Purvis said we would have to review it in Executive Session.

Wren attended the League Conference for all governing bodies in Wichita. Learned a lot and am excited to use the knowledge learned in the office. One thing to take advantage of is notifying the League with any question we may have or if ever doubt something. They even have attorneys on site. This is why we pay for membership, to use it as a resource.

Wren is planning to attending the Institute Conference for all City Clerks of Kansas November 13-15th in Wichita. This will be year 2 (you go for 4 years and then graduate). Wren applied for a scholarship and was awarded 1 of 8 available for the Institute.

Shop Small is planned to be November 17th and 18th. Christmas in Westy will be December 2nd and located down Main Street this year.

The City used to have a DUNS number, but recently switched to SAMS #. These are used in order to apply for grants. Wren learned that it had expired. She wasn't aware this happens due to e-mails that were stating that it was expiring were SPAM due to it not coming from sam.gov e-mail address. Last Tuesday was used to get this squared away so that the Fire Dept could complete their grant from the radios.

There's a grant writing class available thru K-State November 7th and 9th that Wren plans to do Online.

Streets- Councilmember Meininger said epoxy coat is completed.

Utilities- Councilmember Coleman had nothing to report.

Animal Control- Councilmember Smith had nothing to report other than a lot of dogs running around town and not registered.

Planning & Zoning- Councilmember Smith had nothing to report.

Pool- Councilmember Rice had nothing to report.

Cemetery- Councilmember Purvis had nothing to report.

Parks- Councilmember Purvis had nothing to report.

Fire Department- Councilmember Smith informed Council thanks to Parker Smith, they were awarded the grant for the radios. They are getting a secondary quote back and then plan to set up a meeting.

Flint Hills Regional Council- Council member Meininger and Resident Campbell said the retreat will be in Ft. Riley and with Director now retired, they will see what happens.

Mayor- Mayor Jack had nothing to report.

City Attorney- Attorney Dierks had nothing to report.

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

Councilmember Rice moved to exit the executive session at 7:45 PM. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmembers request City Clerk Wren to reach out and ask the rate of pay and hours he thinks he would want to work a week as a Code Enforcement Officer.

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 7:45 PM.
Approved by the Governing Body on November 9th, 2023.

Signed: _____

Mark S. Jack, Mayor (ABSENT)
Waide Purvis, President of Council

ATTEST:

Signed: _____

Julie Wren, City Clerk

