

Westmoreland City Council
March 10, 2022 minutes

The Westmoreland City Council met on March 10, 2022 at the Westmoreland Community Center for its monthly meeting.

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

Governing Body members absent: Councilmembers Ashley Rice and John Coleman.

City Staff present: Maintenance Supervisor, Robert Krohn; new City Treasurer, Amanda "Mandi" Reese, City Clerk, Vicki Zentner and City Attorney, Summer Dierks via telephone.

Others present: Zach Krohn, resident, Amber Krohn, pool manager, Gayli Harman, RV Park host, and Cale Prater, reporter for *The Times and Smoke Signal*.

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

Approval of the agenda: There being no additions or deletions to the prepared agenda, Councilmember Purvis moved to approve the agenda as presented. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Approval of the February 10, 2022 regular meeting minutes and the February 25, 2022 special meeting minutes: Councilmember Smith moved to approve the minutes of the regular meeting held on February 10, 2022 and the minutes of the special meeting minutes as presented. Councilmember Meininger seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Approval of the payment of the monthly bills: There being no questions or discussion on the monthly bills, Councilmember Purvis moved to approve the payment of the monthly bills as presented. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

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

Opening of bids for city insurance: Clerk Zentner, opened the bids received from EMS and Charlson-Wilson Insurance for the city's insurance effective April 1, 2022.

The bids were as follows:

EMC	\$33,340.00
Charlson-Wilson	\$25,215.00

After some brief discussion, Councilmember Purvis moved to accept and awarded the bid from Charlson-Wilson Insurance for the city's insurance effective April 1, 2022 to April 1, 2023 at a cost of \$25,215.00. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Appointment of councilmember liaisons: Mayor Jack presented his slate of appointments of councilmember liaisons as follows:

Streets-Councilmember Meininger
Cemetery-Councilmember Purvis
Parks-Councilmember Purvis
Utilities-Councilmember Coleman
Pool-Councilmember Rice
Human Relations-Councilmember Rice
Planning and Zoning-Councilmember Smith
Animal Control-Councilmember Smith
Fire Department-Councilmember Smith

There being no discussion, Councilmember Purvis moved to accept the appointments as presented by Mayor Jack. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Mayor Jack stated that soon, he would appoint a code enforcement liaison.

Ordinance #586 "... raising the limit of chickens (hens) allowed in the city limits: After some discussion, the council decided they would prefer Ordinance #551 (original Ordinance) be repealed and the city attorney draft a new Ordinance with the changing of the limit of chickens currently four (4) to eight (8). This new Ordinance will be put on the April 14, 2022 agenda for consideration and passage.

Revisiting allowing ATVs in the city limits: Mayor Jack commended Zach Krohn for his work on researching what other surrounding small cities require for allowing ATVs in

their cities. Mayor Jack also stated that Zach was trying to do the right thing for the council to consider allowing the ATVs, but he stated that some people will follow the rules and some will not.

Councilmember Purvis stated that he had no problem with considering allowing ATVs in the city limits with the understanding that the ordinance may or may not be followed.

After some more discussion, Councilmember stated that instead of having three (3) different ordinances allowing golf carts, utility work vehicles (UTVs) and ATVs that all the requirements should be the same across the board and be combined in one (1) ordinance. He would like the city attorney to look at the ordinances already in place for golf cars and combine them all in one (1) ordinance.

Councilmember Purvis then moved to have the city attorney go over all the ordinances in place and add ATVs with the same restrictions and present at the next council meeting. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Future agenda items: There were no additional future agenda items requested.

Reports:

Treasurer's Report-Councilmember Purvis moved to accept the Treasurer's report as presented. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Mayor Jack stated that if the council wanted to see something different in regard to the presentation of the treasurer's report, or if they felt something wasn't needed, they should let the treasurer know.

Maintenance Report-Maintenance Supervisor Krohn reported the following:

UTILITIES

- Received honorable mention acknowledgement from the EPA (Environmental Protection Agency) for the Rock Creed stream bank stabilization project at the city's lagoons
- Larson Construction completed the Scott Drive sanitary sewer improvement project
- Collected and took 1st quarter lagoon samples to Pace Analytical in Salina
- Completed and sent 2021 Municipal Water Use Report to KDHE (Kansas Department of Health and Environment)

- Cleaned sewer main between manholes at Main and 6th Streets due to a wastewater bypass caused by debris settling in a low spot in the main causing a blockage. Reported the bypass to KDHE
- Will be taking over fire hydrant testing and record keeping from the fire department and have gone over with ISO (International Organization for Standardization) what is needed and required every year. With ISO assistance, tested six (6) fire hydrants throughout town and will need to test 15 every 5 years as per their guidelines
- Installed water service for 700 N. 4th
- SMH Consultants finished up plans for the 4th Street sanitary sewer improvement project and sent the plans to KDHE for their approval before going out to bid
- Tested six (6) fire hydrants with ISO to show us what is wanted from ISO when testing fire hydrants and the proper procedure. Also flushed 12 fire hydrants during the testing
- 1st quarter, 2022, lagoon discharge samples came back with all levels under limits set out in our KDHE permit

STREETS

- Hauled road rock for storage to use on North 4th after sanitary sewer main has been installed and residence has been built

PARKS

- Picked up trash and tree limbs

EQUIPMENT

- Holm Automotive replaced faulty brake switch sensor on the Silverado truck
- Installed new rear brake line on the 2006 Chevy pickup truck

CODE ENFORCEMENT

- Working with two (2) properties for inoperable vehicle and/or trash and debris issues before violation letters are sent
- Two (2) properties with inoperable vehicle violations that were corrected by speaking to them and/or use of door knockers
- Three (3) properties have until March 11, 2022 to correct inoperable vehicle and trash/debris violation via municipal court

- Working with the property owner, city attorney, and renter for inoperable vehicles and or trash/debris violations
- Out of 15 inoperable vehicle and or trash/debris violations for 2021, seven (7) have been corrected
- Out of 16 inoperable vehicle and or trash/debris violations for January, 2022, five (5) have been corrected.

Krohn stated that the roof at the pool gazebo needed to be replaced due to rotting wood.

Councilmember Purvis stated that if the city were to make pool improvements that perhaps the gazebo roof replacement could be included in the improvements.

Mayor Jack asked Krohn how long the city could hold off replacing the roof. Krohn stated one (1) year.

(There was no decision made on the pool gazebo roof replacement at this time).

Krohn reported that the sidewalk/seating area at the G.A.R. monument in the cemetery would be 25' x 8' at an estimated cost of \$2,790.00.

Councilmember Purvis stated that the estimate was more than he was thinking it would be.

Krohn stated that the American Legion would like to help the city with the cost of the project, but they just didn't have the funds.

Councilmember Purvis moved to erect the sidewalk/seating area the G.A.R. monument at the cemetery at a cost of \$2,790.00 as per the bid estimate from Fleming Brothers Construction. Councilmember Smith seconded the motion. Due to a conflict of interest, Councilmember Smith abstained from the vote. The motion passed two (2) ayes to zero (0) nays with one (1) abstention making the final vote three (3) ayes to zero (0) nays with the abstention with Councilmembers Rice and Coleman being absent.

Krohn stated that the sidewalk at 302 N. 5th needed to be replaced from a water service leak. The bid estimate from Fleming Brothers was \$650.00. Councilmember Purvis moved to replace the sidewalk at 302 N. 5th due to a water service leak at a cost of \$650.00. Councilmember Smith seconded the motion. The motion passed two (2) ayes to zero (0) nays with one (1) abstention by

Councilmember Smith due to a conflict of interest making the final vote three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Krohn stated that the sewer share issue was fixed between the landowners and the city did not need to be involved in it.

(Cale Prater exited the meeting at 7:40 PM).

Clerk's Report-City Clerk, Zentner, read a thank you note from the Westy Area Chamber thanking the council for the donated pool pass and two (2) wreaths to the chamber's Christmas in Westmoreland event.

Zentner turned the floor over to Gayli Harman, RV Park Host, to address the council with ideas and questions she had regarding the RV Park. Ms. Harman stated she proposed charges for long-term RVs be \$120.00 a week and \$500.00 a month with using propane heat source for the winter months. She would also like the council to consider offering a senior and/or veteran's discount. She wondered if meters on long-term sites could be outfitted to meter the electric use and have those long-term campers pay not only for their site but also for the electrical use. Krohn stated that to put in the metered posts, it would cost several hundreds of dollars.

Ms. Harman stated she would like to offer some events at the campground for not only campers but the community as well.

After some brief discussion on long-term rates, Councilmember Purvis moved to start offering weekly rates at four (4) sites at \$150.00 a week to be re-visited at a later date. Councilmember Smith seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Councilmember Purvis also informed Ms. Harman that she would oversee making sure that the long-term weekly campers kept their sites clean and that they followed the regular camping rules the city had in place currently.

Discussion was had regarding offering pool passes for campers. Pool manager, Amber Krohn will get with Councilmember Rice, liaison to the pool and Ms. Harman to come to a solution.

(Ms. Harman exited the meeting at 8:07 PM).

Councilmember Purvis moved to place the want ad for the clerk's position due to the retirement of the Zentner in July, in the Smoke Signal, Wamego Times and Manhattan Mercury through April 7, 2022. Councilmember Smith seconded the motion.

The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Zentner presented the contract and information regarding the on-line payment program with the State of Kansas for the council's consideration. The council asked Zentner to send the paperwork to the city attorney to look over and give her legal guidance on the contract at the April 14, 2022 council meeting.

Councilmember's Reports

Streets-Councilmember Meininger will consult with Maintenance Supervisor Krohn regarding what streets the city needs to work on. Krohn stated that the county had let bids for their asphalt projects this year but did not include the Campbell Street project.

Mayor Jack requested that Krohn send an email to the county regarding this issue and to copy the Mayor, Councilmember Meininger and the city attorney.

Utilities-There was nothing more to report.

Animal Control-Councilmember Smith had nothing to report.

Planning and Zoning-Other than the city attorney still working on the zoning ordinance, Councilmember Smith had nothing to report.

Pool-In the absence of Councilmember Rice, Pool Manager, Amber Krohn, stated that she and Councilmember Rice will get together and get a recommendation to present to the council as far as pool hours and staffing issues. She did state that Tammie Howland will do certification classes and that Krohn would be taking them as well so that she could fill in as a certified guard if there was a dire staffing issue.

(Amber and Zach Krohn exited the meeting at 8:19 PM).

Cemetery-Krohn stated that one (1) cedar tree needs to be removed in the cemetery and that he would be trimming the tops of other trees at the cemetery on Saturday, March 12, 2022 as the bucket truck would be available to the city at that time. Councilmember Purvis stated that if the cedar tree mentioned above was dying that Krohn should go ahead and remove it.

Parks-Councilmember Purvis had nothing more to report.

Fire Department-Mayor Jack stated that Jared Barnes, the Pottawatomie County Fire Administrator wanted to compliment the Westmoreland/Seven Township Volunteer fire

department firemen on how well they worked together with other township fire departments recently.

Mayor-Mayor Jack informed the council and staff, that they should fill out the emergency paperwork included in their packets so that if, heaven forbid, the city would be hit by a tornado, the county would have a record as to what the council and staff was qualified to help with as well as being able to access entrance into the city should they be outside the city when the disaster hit.

City Attorney-Attorney Dierks, via phone call, informed the council that two (2) cases would be followed up at municipal court on Friday, March 11, 2022 in front of Judge Campbell for compliance. Two (2) other cases regarding inoperable vehicles were to have a court summons sent for an April hearing.

As for the cemetery land issue, Attorney Dierks had not received the exact legal descriptions from the two (2) trusts and that she had sent contracts to the trust owners respectfully asking for copies of their deeds and confirmation of ownership.

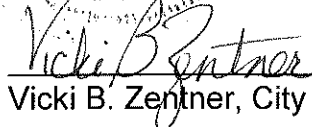
Attorney Dierks informed the council that she would not be available for the April 14, 2022 council meeting but would send a report to the city clerk to present in her absence.


There being no further business brought before the council, nor any further discussions to be had, Councilmember Smith moved to adjourn the meeting. Councilmember Purvis seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmembers Rice and Coleman being absent.

Mayor Jack declared the meeting adjourned at 8:36 PM.

Approved by the Governing Body on April 14, 2022.




Vicki B. Zentner, City Clerk

Signed: 
Mark S. Jack, Mayor