

Westmoreland City Council  
February 08, 2024 minutes

The Westmoreland City Council met on February 08, 2024 at the Westmoreland Community Center for its monthly meeting.

**Mayor Jack, all City Staff and all Council except for Councilmembers Waide Purvis were present.**

**Others present:** Residents- Michelle Campbell; Pottawatomie County Sherriff's Office- Dale Rice; Affordable Portables-Troy Wilson; Reporter of The Times- Cale Prater.

**There being a quorum present, Mayor, Mark S. Jack called the meeting to order at 6:30 p.m.**

**Agenda & Consent Items:** There being no corrections or discussion, Councilmember Rice moved to approve the consent items. Councilmember Meininger seconded the motion. The motion passed 4-0.

**Public comments on non-agenda items:** Troy Wilson with Affordable Portables came to the Council interested in providing service to the park and T-ball Field. Mayor Jack told Mr. Wilson we will look to see what contract we are currently in and will get back to him with the possibility of putting it up for bid.

#### **NEW BUSINESS-**

**Walnut/Skeen Easement Agreement:** Councilmember Meininger moved to accept the Easement agreement between CHM Property and the City explaining that CHM will be held responsible maintaining it. Councilmember Smith seconded the motion. The motion passed 4-0.

**Passing of Ordinance 599- Repealing Ord 569 and providing for the snow and ice info:** Councilmember Smith moved to pass Ord. 599 repealing 569 with updated guidelines on snow and ice removal. Councilmember Smith seconded the motion. The motion passed 4-0.

**Passing of Ordinance 600- Franchise Fee with Kansas Gas Service:** Councilmember Rice moved to pass Ord. 600 proposing a franchise agreement that contains 2% and term, 20 years as the current ordinance. Councilmember Smith seconded the motion. The motion passed 4-0.

**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: Adams Brown formally known as Von-Feldt, 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

**Appointment of councilmember's liaison areas:** Mayor Jack appointed the following liaison areas:

- Utilities-Councilmember Coleman
- Streets- Councilmember Meininger
- Animal Control-Councilmember Smith
- Planning & Zoning-Councilmember Smith
- Pool- Councilmember Rice
- Cemetery- Councilmember Purvis
- Parks- Councilmember Purvis
- Fire Department- Councilmember Smith
- Flint Hills Regional Council- Councilmember Meininger

Councilmember Rice moved to reinstate each councilmember to their previous liaison area. Councilmember Meininger seconded the motion. The motion passed 4-0.

### **OLD BUSINESS-**

**Schedule a special meeting to continue editing the Personnel Handbook:** After discussion- a special meeting will be held the 29<sup>th</sup> at 6:00 PM at the community center.

**Future agenda items:** Brainstorm on repairs for the gazebo located at the pool.

### **Reports:**

**Treasurer:** Treasurer Reese spoke to Steve Ebert with the American Legion and he believes between the City, USD 323 and American Legion, all is squared away.

Awhile back Reese had questioned Travelers with an audit saying The City owed money. She was told to pay, but later spoke to our agent Bernie and he said we shouldn't have paid anything and a credit is supposed to be sent to us in the mail.

## **Maintenance Report:**

### **UTILITIES**

- Completed 4 work orders for water meter read in/turn on and/or read out/shut off.
- Completed 2 Kansas One Call locate tickets.
- Collected and sent drinking water monthly samples to KDHE. Samples came back negative for coliform and/or E.coli.
- Larson Construction repaired 6" water main leak at Skene St. and Quail Dr.
- Completed and sent 2023 Annual Water Use Report to KDHE.
- Completed one work order to unplug sanitary sewer main @ MH 45, due to tree roots from a lateral service line protruding into the sanitary sewer main.
- Repaired water main leak at 2<sup>nd</sup> St. and Grant St.

### **STREETS**

- Cleared and treated streets and city property sidewalks (1/12).
- Cleared and treated streets and city property sidewalks (1/13).
- Cleared streets and city property sidewalks (1/15).
- Cleared snow off of Main St. parking areas, fire station, lagoons, RV Park, and the cemetery (1/16).
- Cleared snow piles off of Main St (1/19, 1/22).
- Treated streets and city property sidewalks (1/23).
- Treated streets and city property sidewalks (1/27)
- Patched potholes on Pine St, 1<sup>st</sup> St., Fulton St., and Armer St.

### **PARKS**

- Picked up trash and tree limbs at city properties.
- Took down seasonal lights and decorations.
- Removed large cedar tree limb blown down at the west entrance property.
- Power broomed gravel from snow removal out of the grass at the RV Park.
- Spread road rock on the road at the RV Park.

### **CEMETERY**

- Opened and closed one full burial.
- Power broomed gravel from snow removal out of the grass at the RV Park.

### **BUILDINGS**

- Alternative Air replaced faulty gas valve for the furnace at the fire station.
- Completed one work order to fabricate and install shelving at the library.

### **EQUIPMENT**

- Westmoreland Auto Service diagnosed and replaced faulty starter on T1.
- Westmoreland Auto Service diagnosed and repaired brake booster on T2.
- KanEquip replaced the main hydraulic line off of the hydraulic pump on L2.

## **MISC.**

- Discuss 2024 projects:
  - o Street Maintenance
  - o State St. intersection culvert replacement
  - o Bulk material storage at the shop
  - o Gravel purchase for cemetery road maintenance- **The gravel purchased was not enough for the cemetery, but RV park is completed. Krohn stated he needs about the same amount to complete the cemetery. Councilmember Smith motioned to purchase up to \$5,000 in rock for the Cemetery. Councilmember Coleman seconded. Motion passed 4-0.**
  - o City Hall interior wall issues- **Repairs would be done in two separate parts. A quote was passed around. Council asked that this be added to the special meeting held February 29<sup>th</sup> at 6:00 PM.**
  - o Shop 20' addition to work bays

**Clerks Report:** Wren reminded Council of the office being closed President's Day the 19<sup>th</sup>. Court had been held Wednesday and two were given more time to fix the problem otherwise will be seen again March 19<sup>th</sup>. Possibly 4 cases will be held that day. Attorney Dierks suggested that the City tries to get every ordinance scanned onto the website at some point. It may help residents be able to look things up easily and to stay in compliant. Rock Creek After Prom was in and asked if the city would donate a pool party again. Councilmember Rice moved to donate a 2-hr. pool party to the rock creek after prom. Councilmember Smith seconded. Motion passed 4-0.

**Streets-** Councilmember Meininger had nothing to report.

**Utilities-** Councilmember Coleman has nothing to report.

**Animal Control-** Councilmember Smith and other Councilmembers brought up the problems of stray cats in town. Wren will e-mail the listserv to see what other city's do with this similar situation.

**Planning & Zoning-** Councilmember Smith had nothing to report.

**Pool-** Councilmember Rice had nothing to report.

**Cemetery-** Councilmember Purvis was absent.


**Parks-** Councilmember Purvis was absent.

**Fire Department-** Councilmember Smith let Council know Michael Ridder had stepped down as Assistant Chief and is now Luke Goodenow. Radios are ordered as well.

**Mayor-** Mayor Jack had nothing to report.

There being no further business, Councilmember Smith moved to adjourn the meeting. Councilmember Coleman seconded the motion. The motion passed 4-0.

Mayor Jack declared the meeting adjourned at 7:24 PM.  
Approved by the Governing Body on March 14, 2024.

Signed:   
Mark S. Jack, Mayor

ATTEST

  
Julie Wren, City Clerk

