

Westmoreland City Council Meeting
July 12, 2018

The Westmoreland City Council met for its monthly meeting on July 12, 2018 at the Westmoreland Community Center.

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

Governing Body members absent: Councilmember Waide Purvis.

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

Others present: Kay Smith, Barb Ubel, Dru Clarke, Linda Brinkman and Lois Vining with the Broderick Family, Community Education (FCE), Houston Pierce and Joni Hinz with VonFeldt, Bauer and VonFeldt; Tania Montero new pastor of the Westmoreland United Methodist Church; Susie Kufahl with Caring Communities Foundation, Janet Goodenow resident and library committee chairperson and Cale Prater, reporter for *The Smoke Signal*.

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

Additions/Deletions to the agenda: Addition of the approval of the final pay application to VISU-Sewer, the request to purchase land from the city by Todd Prockish as he had changed his mind and the removal of reports on the cemetery and parks by Councilmember Purvis were requested.

There being no further additions or deletions to the prepared agenda, Councilmember Smith moved to approve the amended agenda. Councilmember Jack seconded the motion. The motion carried four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Approval of June 14, 2018 regular meeting minutes: Councilmember Jack moved to approve the corrected June 14, 2018 council meeting minutes. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Payment of monthly bills: Councilmember Moore moved to approve the payment of the monthly bills as presented. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Public Comments: Janet Goodenow informed the council that the library committee met and went through the boxes of donated books. She had taken some of the books to the "Little Library" at the grocery store and other books will be rotated as needed. She stated that there were four (4) boxes of un-appropriate books and she wanted to know if they should be thrown

away or perhaps be sold at a garage sale. There was no decision on these books made at this time.

Janet Goodenow introduced Tania Montero as the new pastor for the Westmoreland United Methodist Church congregation.

Jeff Zimmerman publicly thanked the city maintenance staff for working into the night to fix the water break at his residence recently.

New Business: Mayor Goodenow turned the floor over to Houston Pierce and Joni Hinz from VonFeldt, Bauer and VonFeldt to present the 2017 audit and the 2019 proposed budget to the council.

Ms. Hinz informed the council that there were no material misstatements in the records in regards to the 2017 city audit she conducted and she praised the city personnel for their shrewd record keeping stating the city's records were among the most organized she'd ever seen.

She stated that the audit showed the city was in good standing financially and not "debt-heavy" compared to other cities she has worked with and that the council should be proud of how the city's financial functions are being handled.

Among some of the recommendations that Ms. Hinz presented to the council for "control" purposes were to reconcile the utility billing of water usage to customers versus the amount of water purchased from Rural Water District #4 and tracking the water usage of the fire department when flushing the fire hydrants and usage on fire calls.

Councilmember Moore stated he would like to have a monthly report in the councilmember's meeting packets showing the number of gallons purchased from Water District #4 compared to what the city bills the customers.

Mr. Pierce presented the proposed 2019 budget for the council to review.

After some brief discussion on the individual funds, Councilmember Moore moved to publish the proposed 2019 budget and hold a public hearing at the August 9, 2018 regarding the proposed budget. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

(Ms. Montero exited the meeting at 7:55 PM).

Ms. Hinz informed the council that she had contacted Rural Water District #4 and her contact at Bartlett and West regarding the city's loan repayment to the water district as the council had requested. She stated that no one she spoke to really knew where the amount came from and that even though the term "debt" was used, it was not necessarily a debt. She stated

that the repayment amount of \$3,396.00 per month was for 40 years and at the end of the 40 years, both parties (Rural Water #4 and the city) could re-negotiate the amount of the payment.

The council thanked Ms. Hinz and Mr. Pierce for the work on the audit, proposed 2019 budget and the information requested on the loan repayment with Water District #4.

(Ms. Hinz and Mr. Pierce exited the meeting at 8:17 PM).

Dru Clarke with the Broderick FCE addressed the council next regarding support from the city council for the proposed use of the old county jail on the courthouse grounds as a Welcome Center. She stated that the FCE felt that this would be a great draw to the city from visitors that would in turn spend money at the city's businesses which would generate sales tax money for the city.

After some brief discussion, Councilmember Smith moved to send a letter of support of the old jail as a Welcome Center to the Pottawatomie County Commissioners. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

(Dru Clarke, Kay Smith, Barb Ubel, Linda Brinkman, Lois Vining and Janet Goodenow exited the meeting at 8:45 PM).

Discussion on grass/weed ordinance: Councilmember Moore stated that the ordinance states that should a second offense for not mowing the grass or removal of weeds be turned into city hall, that no notice is required and that the city has the right to mow and remove the weeds, bill the property owner and if not paid within the designated time, the charges would then be sent to the county clerk to be placed on the property taxes as a special assessment. He wanted to know how long the city had to wait to process this.

Attorney Watt stated that if they are repeat offenders, the city agent gives the reports to the city clerk who in turns tells the maintenance staff to mow the property and send a bill to the property owner. If the bill is not paid, the city clerk then sends the charges to the county clerk for putting on the property taxes as stated in the ordinance.

Councilmember Moore stated that he felt the council wanted the properties mowed and vehicles tagged and running for the city to look nice not only for the residents but for visitors and potential residents as well.

Trash/recycling request for proposals: Councilmember Moore moved to send requests for proposals for trash and recycling services as discussed at a previous council meeting. Councilmember Jack seconded the motion. Councilmember Moore stated that just because the council was asking for proposals for the services, it didn't necessarily mean the council would decide to change from the current provider. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Approval of final pay request from VISU-Sewer for the sewer improvement project:

Councilmember Jack moved to pay the final pay request from VISU-Sewer in the amount of \$65,785.17 as presented. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

(Mr. Prater exited the meeting at 9:07 PM)

Old Business: Councilmember Moore asked the council if they had given any thought to potential fundraising ideas for the city through the Caring Communities Foundation.

Several ideas were mentioned such as: Main Street lighting and park improvements. Attorney Watt stated that a good time to do the fundraising might be during the annual Car Show and BBQ.

After some brief discussion, it was decided that Councilmember Moore, Susie Kufahl with the Foundation and the city clerk would get together and compose a survey to be sent out with the city utility bills for resident's feedback and afterwards the council would review the responses before making a decision on a project.

City Agent: Jeff Zimmerman reported that he had more vehicles to write up and give to the city clerk. Councilmember Moore asked where the city was in regards to two (2) vehicles and properties that were not taken care of. Mr. Zimmerman stated that he had received the order and notices from the city clerk to serve on the two (2) individuals but had not been able to personally serve them as of yet.

Councilmember Moore stated that he had spoken to the owners of Umscheid Auto Works in regards to their property and the vehicles there. He stated that some of the vehicles are either gone or inside the fence and were making progress. They have not put a gate up per the ordinance and Councilmember Moore informed them if they put some wood up to deter people, especially children, from entering, that they would be fine and the owners said they would do it.

Future agenda items: There were no future agenda items in addition to previous discussed items.

(Mr. Zimmerman exited the meeting at 9:13 PM)

Staff reports: *Treasurer's report:* there being no questions regarding the treasurer's report, Councilmember Moore moved to approve the report as presented. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Maintenance: Supervisor Krohn reported the following for the month of June:

- UTILITIES-

B&B Services completed early service work on the valves at the vault

Installed new water service at 301 State

Replaced five (5) water meters due to them not working or no longer easy to read

- **STREETS-**
Replaced 13 stop signs throughout town
Patched pot holes at 1st & Main, State and Pine and on Pine Street
- **PARKS-**
Mowed, sprayed weeds, trimmed trees
Painted the RV Park bath house
- **CEMETERY-**
Opened/Closed one (1) grave and two (2) cremations
Mowed, sprayed weeds
- **POOL-**
Mowed, sprayed weeds, trimmed trees
Painted the chemical shed
- **BUILDINGS-**
Replaced ac wall unit at the shop
Sprayed weeds
- **PLANNING AND ZONING-**
Issued one (1) building permit for an addition at 314 Main
- **EQUIPMENT-**
Replaced alternator on the 1987 F350 truck
- **MISC-**
Attended three-day FEMA class on debris management and the importance that the city must have a plan in place so that if a disaster does happen, we are better prepared and can take advantage of extra funding FEMA could possibly reimburse the city for debris removal.

There being nothing further from the maintenance supervisor, Councilmember Jack moved to approve the maintenance report for June as presented. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

City Clerk: Clerk Zentner informed the council that she had received a phone call that morning from a parent of one of the summer ball teams wanting to use the grills at the RV Park for a meal before their pool party. The council decided that the grills were too small for what the parents were wanting to do and suggested that they bring personal grills to the pool grounds and use them outside of the pool fence by the gazebo.

Zentner informed the council that there were still several dogs that had not been registered with the city and asked what the council wished to do about the violators.

The council instructed Zentner to write a letter to the dog owners giving them ten (10) days from the date of the letter to register their dog(s), and if they haven't registered the dog(s) that they would be taken to municipal court.

Zentner reminded the council that she would be on vacation the following week and only working half a day on the 13th.

Councilmembers' reports:

Streets-Councilmember Moore had nothing more to report.

Utilities-Councilmember Jack had nothing more to report.

Animal Control-Councilmember Smith had nothing to report.

Planning and Zoning-Councilmember Smith stated that a public hearing would be scheduled in August for the purpose of the re-platting of the trailer park between State and Main Street.

Pool-Councilmember Rice had nothing to report.

Fire Department-Councilmember Jack stated that the firemen had recently found out that payments from the life insurance policies through the fireman's relief fund had been paid 100% through the relief fund which was in violation of the state statutes, that 85% of the payment for each policy could be paid for through the relief fund, but the remaining 15% would need to be paid somehow. The firemen have approached Seven Township Fire Board and they are willing to pay 7.5% of the premium. The firemen were asking for the city to consider paying the other 7.5%.

After some brief discussion, the council will make a decision at the August 9, 2018 council meeting on this request.

Councilmember Jack also reported that the fire department had received four (4) donated cars for training exercises and once the training is complete, the cars will be taken off the grounds.

Cemetery-in the absence of Councilmember Purvis, Krohn reported that the issue with non-permitted plantings at the cemetery had been taken care of.

Mayor-Mayor Goodenow had nothing to report.

City Attorney-Attorney Watt had nothing to report.

There being no further business brought before the council, Councilmember Smith moved to adjourn the meeting. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Mayor Goodenow declared the meeting adjourned at 9:35 PM.

Approved by the Governing Body on August 9, 2018.

Signed: 
Mark A. Goodenow, Mayor




Vicki B. Zentner, City Clerk