

Westmoreland City Council
April 13, 2023 minutes

The Westmoreland City Council met on April 13, 2023 at the Westmoreland Community Center for its monthly meeting.

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

Governing Body member absent: Councilmember Waide Purvis

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

Others present: Residenst; Michelle Campbell and William Cline, Member of The Way Church; Barry Pemberton, and Reporter of The Times; Cale Prater.

There being a quorum present, Mayor Jack called the meeting to order at 6:30 PM.

Agenda: Councilmember Rice asked to add to D.1- Flint Hills Regional Council items. Councilmember Meininger moved to approve the minutes with additions. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Consent Items: There being no corrections or discussion, Councilmember Meininger moved to approve the consent items. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Public comments on non-agenda items: Barry Pemberton representing The Way non-denomination Church, asked if the Council would consider leasing the community center building to them on Sundays for the entire year. The council tabled this discussion for the next meeting, May 09, 2023.

(Barry left @ 6:35 PM)

Flint Hills Regional Council: Michelle Campbell brought an e-mail sent from Jerry Lonergan (with FHRC) notice of a grant opportunity for murals in rural areas. With a due date of May 1st, it may not be something the city can do this year, but possibly to look into next year. Michelle stated that the grant has a 100% match but communities smaller than 2,000 can have all the match be in-kind. Another bonus would be that FHRC help manage the grant. Council showed interest and will want to visit it for next year (2024).

(Councilmember John Coleman joined @ 6:38 PM)

Review the Community Center Agreement and numbers: Councilmember Meininger asked Council thoughts on changing the price of rent and cleaning deposit. Currently it's \$40 for rent and \$25 key/cleaning deposit. He also asked what services we are paying for from BlueValley. Clerk Wren stated it's for the internet which is used by groups and council while over there. Meininger asked Wren to see if there's a cheaper service from BlueValley for the internet. The council tabled this discussion for the next meeting, May 09, 2023.

Future agenda items: Personnel Handbook once completed, The Way leasing the Community Center for church on Sundays and charges for rent and deposit for Community Center.

Reports:

Treasurer: Reese asked Council if it would be ok to either attend or do a Budget webinar. It would be an all-day event and cost \$75. Councilmember Rice moved to allow Treasurer Reese to either attend the Budget class in person or web for \$75. Councilmember Meininger seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Maintenance Report:

UTILITIES

- Completed twenty-two work orders for water meter read in/turn on and/or read out/shut off.
- Sent April drinking water samples to KDHE.
- Completed seven Kansas One Call locate tickets.
- Completed one work orders to shut down the water vault for RWD 4 to perform maintenance at their water plant, storage tanks, and wells.
- Regraded and placed grass seed at 504 N. Walnut from a water main leak repair.
- Completed one work order for a sanitary sewer tap inspection at 402 E. Main.

STREETS

- Spread a load of road rock on N. 4th due to sanitary sewer settlement and from the construction of the sanitary sewer main.
- Regraded the shoulders and placed grass seed along Campbell St, between HWY 99 and Scott Dr.
- Installed block retaining wall along Campbell St. at the pool, in which Cox Communication changed the grade along the sidewalk for a pedestal box allowing dirt to wash onto the sidewalk at the pool.

PARKS

- Picked up trash and tree limbs at city properties.
- Installed bench and painted the frame for the RV Park dog park.

- Prepped the plumbing and turned on the water to the ball diamond concession and bathroom.
- Trimmed rose bushes and cleaned flower beds at all city properties.
- Installed new tennis net at City Park.
- Ordered ADA picnic Table for the FMS as per Daryle Frank.
- Mowed and trimmed.

CEMETERY

- Reset and reprogrammed cemetery gate opener after it had been pushed open after hours by a vehicle.
- Opened/closed 2 full burial.
- Opened/closed 1 cremation burial.

POOL

- Installed all the plumbing and turned the water on to the bath house.
- Hooked up all the plumbing for the filters/pump/heater.
- Power washed the interior of the pool.
- Touch up painted the interior of the pool.
- Ordered replacement rungs for pool ladders, parts for filters, and hydrostatic valves.
- Frankfort Septic Solutions assisted with pumping out the leaves and water out of the deep end.

BUILDINGS

- Cintas performed annual inspection of fire extinguishers for city buildings and equipment.
- Mowed and trimmed.

PLANNING AND ZONING

- Issued a chicken permit for 108 N. 4th.
- Issued a chicken permit for 406 W. Skene.
- Issued a building permit for a carport at 102 Grant.

EQUIPMENT

- Replaced leaking air brake dash valve in T4.
-

Larson Construction is hoping to make it to the Community Center to bore a new water service late next week. Daryl Frank asked Krohn to purchase an ADA picnic table for the Frank Memorial Shelter located at the RV Park and he would reimburse the City back. This task has been done and Frank has reimbursed the City for the purchase.

Due to not finding an Assistant Maintenance employee yet, Krohn turned in comp time for pay. The reason for this is due to not being able to take a day off due to not having any help and losing time at the first of the year due to maxed out PLT time. Mayor Jack

wanted to inform Council of this and how Krohn may turn in more comp time again if no one is hired. Council agreed it was ok.

Clerks Report: There are three positions that are up for election/re-election. Councilmembers Purvis, Coleman and Meininger. Filing deadline is June 1st at Noon which has to be done in the county clerk's office.

Rain Schultz-Pruner reached out to Wren asking if she could put an insert in May's Billing for the Pottawatomie Wabaunsee Regional Library. It's an insert about their Summer programs. Councilmember Smith said there shouldn't be a problem with allowing this. Wren said she will contact Rain to let her know it's ok.

Streets- Councilmember Meininger had nothing to report. Mayor Jack stated that the manhole cover on Campbell St has been fixed.

Utilities- Councilmember Coleman had nothing to report.

Animal Control- Councilmember Smith had nothing to report.

Planning & Zoning- Councilmember Smith had nothing to report.

Pool- Councilmember had nothing to report but will need an executive session at the end.

Cemetery- Councilmember Purvis was absent.

Parks- Councilmember Purvis was absent.

Fire Department- Councilmember Smith had nothing to report, but wanted to say on behalf of the Council and City how grateful and thankful we all are for the firefighters who have been working hard this month due to wild fires and keeping us all safe.

Smith also asked if it was possible for a 30 MPH sign be placed between 4th and 6th streets for east bound traffic on Campbell St due to high speeds happening. The council instructed Krohn, as time allowed, to install a new sign since materials were currently on hand for the sign to be installed.

Mayor- Mayor Jack had nothing to report.

City Attorney- Dierks is working on research on land owned by the City and if having to put it out to bid is what's needing to be done. Dierks also stated her, and Wren have been in contact and will be sending a letter regarding dog issues and possibly prosecute.

(Resident Campbell and Cline, Reporter Prater exits @ 7:05 PM)

Executive Session: Councilmember Rice moved to enter into executive session at 7:06 PM for no more than twenty (20) minutes with the Mayor, Councilmembers, City Clerk, City Treasurer, City Attorney and Utility Maintenance Supervisor in attendance for personnel matters of non-elected personnel and to protect their privacy. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Councilmember Smith moved to exit the executive session at 7:26 PM. Councilmember Coleman seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Councilmember Rice moved to offer the applicant the position as Pool Manager for the year 2023. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.


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

Mayor Jack declared the meeting adjourned at 7:26 PM.



Signed: 
Mark S. Jack, Mayor

ATTEST


Julie Wren, City Clerk