

Westmoreland City Council
November 9, 2017 Minutes

The Westmoreland City Council met on November 9, 2017 at the Westmoreland Community Center for their regular monthly meeting.

Governing Body members present: Mayor, Mark A. Goodenow; Councilmembers, Jim Smith, Waide Purvis, Jeff Rosell, Mark Jack and Jim Moore.

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

Others present: Amber Krohn with Westmoreland Area Chamber; Janet Goodenow, Chairperson of city library committee and Cale Prater reporter with *The Smoke Signal*.

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

Additions/deletions to agenda: Councilmember Rosell requested an executive session at the end of the prepared agenda for the purpose of non-elected personnel and to protect their privacy.

There being no further additions or deletions, Councilmember Purvis moved to approve the amended agenda. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Approval of minutes of October 12, 2017 regular meeting and October 30, 2017 special meeting minutes: Councilmember Jack moved to approve the minutes of the October 12, 2017 regular meeting and October 30, 2017 special meeting minutes as presented. Councilmember Moore seconded the motion. The motion passed five (5) ayes to (0) nays.

Payment of monthly bills: Councilmember Jack moved to approve the payment of monthly bills as presented. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Public comments on non-agenda items: There were no public comments.

Donation of pool pass to "Christmas in Westmoreland" event: Amber Krohn, member of the Westmoreland Area Chamber, asked the council to donate a family pool pass for the 2018 pool season for the "Christmas in Westmoreland" event. Councilmember Rosell moved to donate a family pool pass for the 2018 pool season for the "Christmas in Westmoreland" event. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Setting special meetings for employee evaluations and swearing in of elected officials: Councilmember Rosell moved to have the employee evaluation special meeting on November 16, 2017 beginning at 6:00 PM and the swearing in of elected officials special meeting on

January 8, 2018 at 7:00 PM. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Clerk Zentner requested that the council fill out the employee evaluation forms for each employee before the special meeting on November 16, 2017 in order for employees to look their individual evaluation over, so if there are any questions or clarifications the employee has they can be addressed at the evaluation. The council was in agreement with this request and asked that the city clerk email the forms to them as soon as possible.

Permission for maintenance supervisor to make decisions on sewer work outside of a meeting: Maintenance Supervisor Krohn asked the council for permission to make decisions on sewer work being done in relation to the city's sewer lining project that may come up between council meetings. He stated that if decisions needed to be made before the council, the council could potentially have to call for special meetings before the work could be done and it might delay the project's completion date.

After some brief discussion, Councilmember Purvis moved to allow the maintenance supervisor to make a decision on the sewer project and relay the information to the utility liaison as well as sending an email to the rest of the council to keep them abreast of what was going on. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Agent: City agent, Jeff Zimmerman, stated he had nothing new to report. He stated that due to the continued cleanup of two (2) properties on Main Street, he felt that the council should not instruct Attorney Watt to draw up papers unless the cleanup ceases.

He reminded the council that any complaints he receives must go through the written process of observation of 30 days before he can make a report to the city clerk and city attorney.

Councilmember Moore stated that he had spoken with a resident regarding his property and that a dumpster had been brought in and the resident is working on getting the property cleaned up.

Continued discussion on the library: Chairperson, Janet Goodenow stated that the city ballot question on the library had been defeated and she wanted to know what should be done with the donated books and if the council still wanted the library committee to continue.

Councilmember Rosell stated he felt the committee needed to continue and work with the Pottawatomie-Wabaunsee Regional Library Board.

There is still a need for more committee members due to two (2) of the members now attend college and Mrs. Goodenow would like to have a variety of ages and women and men to serve on the committee.

Councilmember Purvis asked what Mrs. Goodenow suggests to do with the donated books. Mrs. Goodenow replied that they could be donated to the library with the understanding

that they would not become a part of the inner-library loan system and stay in Westmoreland's library. She also suggested that they might be sold in order to have programs at the library for the patrons.

After some brief discussion on what to do with the donated books, Councilmember Moore moved to allow staff to build book shelves in the library to house the donated books with the understanding that these books would stay in the library and not become part of the inner-library loan system. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Jack thanked Mrs. Goodenow and the library committee for all the work they have done so far and will continue to do in the future.

Future agenda items: City Clerk Zentner reminded the council that Rural Water District #4 had informed the council that they would be raising their rates to the city for providing water in 2018. Attorney Watt reminded the council that they would need to pass an ordinance amending the current rates to the new rates and the item needed to be placed on the December agenda.

Staff Reports:

Treasurer: Councilmember Smith moved to accept the treasurer's report as presented. Councilmember Rosell seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Maintenance: Maintenance Supervisor Krohn reported the following:

Utilities-Installed new sewer service drop in manhole for 409 S. Pine
Visu-Sewer began cleaning/cameraing sewer mains

Streets-Removed concrete sidewalk on the north side of North Street for
installation of replacement sidewalk
Sidewalks are done and will be back filling in two (2) weeks. Will start
on the driveways as soon as possible

Parks-Mowed and trimmed weeds
Replanted the fall mums from the planters to the Community Center and
the RV Park

Pool-Placed vulkem sealant over the grout line between the brick cove and
decorative tile
Installed water proofing on brick cove around the edge of the pool
Replaced expansion joint caulk between the concrete deck and brick cove
Painted the decorative aluminum fence separating the baby pool and main
pool

Councilmember Jack moved to approve the maintenance supervisor's report as given. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Clerk: Clerk Zentner asked the council for permission to write off delinquent utility bills for three (3) residents that had passed and left no estate.

After some brief discussion, Councilmember Moore stated that the bank would pay one of the delinquent utility bills as they had taken over the property and requested the bill be sent to them for payment.

Councilmember Rosell moved to write off two (2) delinquent utility bills in the amount of \$383.15 and send the other utility bill to the bank to pay in the amount of \$190.75 as requested by the city clerk. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmembers Reports:

Streets-Councilmember Moore informed the council that an additional block of sidewalks had been added to the original project which would tie into the walking trail. He also stated that city staff had done more of the labor for the contractor and felt that the city would get a break on the final bill.

Utilities-Councilmember Rosell had nothing more to report.

Animal Control-Councilmember Smith had nothing to report.

Planning & Zoning-Councilmember Smith had nothing to report.

Pool-Councilmember Jack had nothing to report.

Fire Department-Councilmember Jack stated that the air compressor was done and classes had been held on how to fill them correctly. The final cost of the air compressor was \$1,976 which would be paid from the donated funds received previously. He also stated that the maintenance supervisor was going to run a separate line so if the fire trucks are running in the bays there would not be a potential of carbon monoxide poisoning. The air compressor will also need to be checked after 845 hours of use to re-certify it and make sure it is running correctly.

Cemetery-Councilmember Purvis had nothing to report.

Parks-Councilmember Purvis had nothing to report.

Mayor-Mayor Goodenow had nothing to report.

City Attorney-Attorney Watt had nothing to report.

Councilmember Rosell moved to enter into an executive session at 7:45 PM for 10 minutes for the reason of discussing personnel matters of non-elected personnel and to protect their privacy with the council, Mayor, City Attorney and Jeff Zimmerman in attendance. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Rosell moved to exit the executive session at 7:51 PM. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

No action was taken as a result of the executive session.

Mayor Goodenow declared the executive session closed at 7:51 PM.

Councilmember Moore moved to adjourn the meeting. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Mayor Goodenow declared the meeting adjourned at 7:52 PM.

Approved by the Governing Body on December 14, 2017.




Vicki B. Zentner, City Clerk

Signed: 
Mark A. Goodenow, Mayor