

Westmoreland City Council  
May 12, 2016 minutes

The Westmoreland City Council met on May 12, 2016 for its regular monthly meeting at the Westmoreland Community Center.

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

City Staff present: City Maintenance Supervisor, Robert Krohn; City Treasurer, Lindsay Elliott, City Agent, Jeff Zimmerman and City Clerk, Vicki Zentner.

City Staff absent: City Attorney, John Watt.

Others in attendance: Pool Staff: Nate Jilka, Bekah Purvis, Hannah Fouts, Caitlin McLean, Joceline Eiche, Hailey Davis and Cassidy Myers; Planning and Zoning committee members, Wendy Hudson and Amanda Bradford; Volunteer fireman, Timothy Stadel; Residents, Victor Poteet and Beth Gaines; and Erica Cobb 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 Moore asked that a discussion on allowing the Mayor to sign a quick deed regarding vacated Water Street, a discussion on the library and adding a line item for future agenda items to agendas be held. Mayor Goodenow asked that the appointment of Zoning Administrator be added to the list of appointments to be made.

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 passed five (5) ayes to zero (0) nays.

*Approval of the minutes of the April 14, 2016 meeting:* Councilmember Jack moved to approve the minutes of the April 14, 2016 council meeting as corrected. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

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

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

*Appointments:* Mayor Goodenow presented the following slate of appointments for approval by the council-

City Clerk: Vicki Zentner  
City Treasurer: Lindsay Elliott  
City Attorney: John Watt  
Municipal Court Judge: Blaine Carter  
Municipal Court Clerk: Vicki Zentner  
Fire Chief: Jim Smith  
Zoning Administrator: Bob Krohn  
Official City Newspaper- The Wamego Times  
Official accounting firm: Sink, Gordon & Associates

Councilmember Jack moved to approve the above slate of appointments.  
Councilmember Rosell seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Mayor Goodenow presented for appointment for approval by the council-

Official city financial institution: Farmers State Bank

Councilmember Jack moved to approve the appointment of Farmers State Bank as the official city financial institution. Councilmember Rosell seconded the motion. Councilmember Moore removed himself from the vote due to a conflict of interest. The motion passed four (4) ayes to zero (0) nays with Councilmember Moore not voting due to a conflict of interest.

Mayor Goodenow presented the following persons to serve on the city's cemetery committee for approval by the council-

Pat & Carol Burns  
Amanda Krohn  
Lindsay Elliott

Councilmember Rosell moved to accept the appointments to the city's cemetery committee. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Councilmember areas as liaisons:* Mayor Goodenow presented councilmembers to be liaisons to the following areas:

Utilities-Councilmember Rosell  
Streets-Councilmember Moore  
Planning and Zoning-Councilmember Smith  
Animal Control-Councilmember Smith  
Cemetery-Councilmember Purvis  
Parks-Councilmember Purvis

Pool-Councilmember Jack  
Fire Department-Councilmember Jack

Councilmember Rosell moved to accept the slate of liaisons as presented by the Mayor. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Election of President of the Council:* Councilmember Moore moved to elect Councilmember Rosell as President of the Council. Councilmember Jack seconded the motion. The motion passed four (4) ayes, zero (0) nays and one (1) abstention (Councilmember Rosell).

*Presentation of 2016 pool staff:* Pool manager Lindsay Elliott asked those staff members in attendance to introduce themselves and if they were returning or new guards. Those present and if they were returning or new guards were:

Nate Jilka, returning and assistant manager  
Joceline Eichem, returning and head lifeguard  
Hannah Fouts, new guard  
Hailey Davis, new guard  
Beka Purvis, returning guard  
Caitlin McLean, new guard  
Cassidy Myers, new guard

(Joceline, Hannah, Hailey, Beka, Caitlin and Cassidy exited the meeting at 7: 35 PM).

*Permission for Eagle Project at the pool by Nate Jilka:* Nate Jilka, with Troop 97, presented the council with his Eagle project idea. He would like to install personal lockers at the pool for patrons to lock up their personal items which would alleviate the liability of lost or mis-placed items from the lifeguards. He stated that his original plan was to make them out of wood or plywood, but after speaking with Doug Dunafon, his mentor, Nate found 45 lockers made from metal with locks for a price of \$100. He stated that he would need to personally pick the lockers up from Snow Creek Ski Resort in Weston, Missouri, and that he estimated the total cost of the entire project to be around \$250 (paint, gas to pick the lockers up and bring back to Westmoreland, and other materials/supplies).

Councilmember Rosell asked if there was any way to replace the locks. Nate responded he wasn't sure, but that about disabling the current locks, which were coin operated, and possibly use a combination lock. He also stated that he would like to erect the lockers on the west side of the pool house between the building and the fence.

Councilmember Jack said he felt the lockers were a great idea. Mayor Goodenow stated that he felt an awning should be built over the lockers since they weren't weather proof and possibly have wheels on the bottom of the lockers so they could be taken inside the pool house after the pool season is over. Councilmember Jack also felt that there should be some way that patrons weren't able to climb on the lockers with the potential of the lockers falling over on them or others.

Nate said he was going to do fundraising as well as asking for donations for the project.

Councilmember Moore moved that the city pay Snow Creek Ski Resort \$100 for the lockers and have Nate repay the city out of his fundraising/donations. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Discussion with victor Poteet re: vehicles:* Victor Poteet addressed the council regarding the letter he received about inoperable vehicles on his property. He stated that these vehicles were operable and that since they were on private property, they did not have to be tagged. He is trying to sell one of them and stated that if it did not sell by September, he planned to take it to Wamego and sell it for scrap. The other vehicle has a tag, he just did not attach it to the license plate.

Mr. Poteet also stated that he felt it would save the city money if someone would just call and talk to him about issues with the vehicles. Councilmember Rosell informed Mr. Poteet that the city's ordinance regarding inoperable and abandoned vehicles stated that notice by certified letter had to be sent to the owner of the property and vehicles (if known).

Councilmember Rosell moved to extend the compliance date on Mr. Poteet's white Cadillac until September, 2016. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Rosell urged Mr. Poteet to put the current tag on the license plate of the other vehicle in question.

(Mr. Poteet left the meeting at 7:45 PM).

*Scheduling of proposed 2017 budget work session:* Councilmember Rosell moved to hold a budget work session for the proposed 2017 city budget with Sink, Gordon and Associates on Tuesday, June 21, 2016. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

After some discussion regarding a possible date for the proposed 2017 city budget public hearing, the council instructed the city clerk to contact Sink, Gordon and Associates for a date and to relay this information to the council at a later time.

*Approval of fireworks stand permit by Scott Schwinn:* Councilmember Rosell moved to approve the permit for a fireworks stand at the Westy Country Market by Scott Schwinn. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Ordinance #548:* In the absence of the city attorney, city clerk Zentner introduced Ordinance #548 regarding tarping of vehicles not be allowed.

Councilmember Purvis moved to pass Ordinance #548 as presented. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

City Clerk Zentner asked the council how they wanted the Ordinance be enforced. It was decided that a notice would be put in the city's newsletter, a letter be sent to those who have vehicles tarped at the present with a compliance date of 30 days from receiving the letter. This will all be done after the publication of the Ordinance in the city's official newspaper.

*Resolution #01-16:* Zentner informed the council that in order to receive funds from FEMA (Federal Emergency Management Agency), should the city be involved in a disaster, this resolution stating the city's participation in a hazard mitigation plan with the county was a prerequisite.

Councilmember Jack moved to approve Resolution #01-16. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Discussion on allowing chickens in the city limits:* Mayor Goodenow stated that he had been approached by a resident interested in having chickens in the city limits for her daughter's 4-H project. He had asked the city clerk to contact surrounding communities about their rules and regulations for allowing chickens in their cities of which the council had received regulations for the City of Alma and the City of Wamego.

After some discussion, Councilmember Rosell moved to have the city attorney prepare a draft ordinance based upon the City of Alma and City of Wamego regulations for allowing chickens within the city. Councilmember Smith seconded the motion. The motion passed four (4) ayes to one (1) nay (Councilmember Moore). The city clerk will inform the city attorney of the council's request upon the return of the city attorney from vacation.

*Scheduling of special meeting to view city properties:* Councilmember Smith moved to set May 25, 2016 as the date of a special meeting for the council to view city properties beginning at the city swimming pool at 5:30 PM. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Request to close Main Street between 2<sup>nd</sup> & 4<sup>th</sup> Streets on June 11, 2016 for Car Show:* Councilmember Rosell moved to allow the closure of Main Street between 2<sup>nd</sup> & 4<sup>th</sup> Streets on June 11, 2016 for the Wagon Wheels Car Show. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Discussion on allowing the signing of a quick deed:* Councilmember Moore asked the council to allow the Mayor to sign a quick deed to Pat Krause stating that the city has no interest in her property that lies upon the vacated Water Street. He stated that the adjoining landowner was also giving Mrs. Krause a quick claim deed to her for legal access to her property. These moves will allow Mrs. Krause to sell her property in the future, should she wish to do so.

Councilmember Smith moved to authorize the Mayor to sign a quick deed to Mrs. Krause and pay up to \$100 in any costs associated with filing the deed. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Discussion on library:* Councilmember Moore stated that he had received an email from a church member of the United Methodist Church stating they needed help with serving lunches for children in June at the library.

Mayor Goodenow stated that the food was being provided by Harvester's and the Westy Country Market and that no county or city monies would be used. He stated that this was a nation-wide program.

Councilmember Moore stated he was a little concerned about this since the council had been approached by the school district superintendent and the PAT (Parents As Teachers) coordinator about using the library for the PAT program at the April council meeting.

*Future agenda items:* Councilmember Moore stated he would like for the city clerk to add an agenda line item for the council to set future agenda items. This will begin starting with the June agenda.

**Staff Reports:**

*Treasurer's report:* Discussion was had regarding asking the city auditors about restrictions of transferring of cash into Certificates of Deposits (CDs) or into the city's Money Market account. Treasurer Elliott stated she would contact Sink, Gordon and Associates and report back to the council at the next meeting.

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

*Pool Manager's report:* Lindsay stated that she had scheduled three (3) work days for the guards to clean the bathhouse and learn how to clean the pool. These dates are: May 15, 2016, May 22, 2016, and May 27, 2016. All guards are to attend at least one (1) of the work days.

*Maintenance report:* Supervisor Krohn gave the following report:

Utilities: Repaired 4" sewer clean out on empty lot on Frontier Avenue that had been mowed over  
Dug up and repaired water service leak at the pool

Parks: Mowed and spread mulch

Pool: Mowed and spread mulch  
Acid washed and cleaned the pool  
Painted the pool

Zoning: Issued one (1) building permit for a fence at 401 N. 1<sup>st</sup>

Issued one (1) building permit for an accessory use building at 302 North

Equipment: KanEquip replaced strader valve/charged ac, replaced fan belt, fan blade and fan clutch in the backhoe  
KanEquip replaced fuel pump, spark plugs and cleaned the fuel system in the 2010 Kubota mower

Krohn also informed the council that KanEquip had called him and said they had a backhoe they wanted to sell and with the trade of the city's old backhoe the cost would be \$32,275. Councilmember Moore asked how often the present backhoe was used. Krohn stated not that often. It was the consensus of the council to wait on purchasing another backhoe at this time.

*City Clerk:* Zentner asked the council if they wished to pay for an ad in the 2017 Kansas Travel Guide or a listing. After some discussion on the price difference, Councilmember Jack moved to pay for a listing in the 2017 Kansas Travel Guide for the RV Park at a cost of \$80 should the city be able to get the early bird pricing, if not, then to spend no more than \$85. Councilmember Purvis seconded the motion. The motion passed five (5) ayes to zero (0) nays.

### **Councilmember's Reports:**

*Utilities:* Councilmember Rosell had nothing to report.

*Streets:* Councilmember Moore informed the council that he had talked to Robert Reese, Pottawatomie County Administrator, regarding the issue of Campbell Street and the possibility of a cost share for the maintenance of the street with the County. Mr. Reese stated that a meeting would need to be set up to meet with the county commissioners to have a written agreement drawn up between the city and the county on this issue.

Councilmember Moore also stated he had talked to the County Engineer regarding the revised cost of a 2" overlay for Main Street and was informed that Main Street was not a priority of the county until 2017. The estimate has not been received as of the council meeting.

*Animal Control:* Councilmember Smith had nothing to report.

*Planning & Zoning:* Councilmember Smith stated that the commission had held a meeting. There will be a public hearing held on June 7, 2016 for variance request. The committee had discussed storage containers being allowed in the city and were still working on this issue. The commission will be meeting the third (3<sup>rd</sup>) Tuesday of every month as needed.

*Mayor:* Mayor Goodenow had nothing to report.

Councilmember Moore moved to enter into an executive session at 8:20 PM for 30 minutes with the following present: Councilmembers, Mayor, city clerk and city treasurer to talk about personnel matters of non-elected personnel and to protect their privacy. Councilmember Rosell seconded the motion. The motion passed five (5) ayes to zero (0) nays. Mayor Goodenow declared the executive session had been called and asked that all those persons in attendance not involved in the executive session to exit the meeting.

Councilmember Rosell moved to exit the executive session at 8:40 PM. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Mayor Goodenow declared the regular meeting of the council back in session at 8:40 PM.

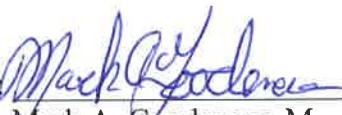
The council decided to visit the issue discussed in the executive session again at the August 11, 2016 meeting.

There being no further business brought before the council, Councilmember Rosell moved to adjourn the meeting. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Mayor Goodenow declared the meeting adjourned at 8:42 PM.

Approved by the Governing Body on June 9, 2016.

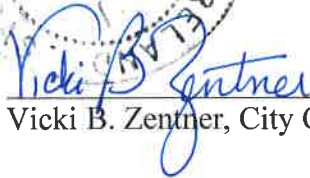
Signed: \_\_\_\_\_



Mark A. Goodenow, Mayor



Attest: \_\_\_\_\_



Vicki B. Zentner, City Clerk