

Westmoreland City Council  
May 11, 2017 meeting minutes

The Westmoreland City Council met on May 11, 2017 for its regular monthly meeting at the Westmoreland Community Center.

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

City Staff present: Maintenance Supervisor, Robert Krohn; City Attorney, John Watt; City Agent, Jeff Zimmerman; Pool Manager, Amber Krohn and City Clerk, Vicki Zentner.

City Staff absent: City Treasurer, Teresa Varriale.

Others present: Jeffrey Hancock with SMH Consultants; Residents, Dorothy Campbell and Allen Shelton; Janet Goodenow, Library committee chairperson and Shawn Strifler.

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

Councilmember Jack moved to approve the agenda as presented. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Jack moved to approve the corrected minutes of April 13, 2017 regular meeting and the minutes of the special meeting of April 22, 2017. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

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

*Public Comments:* Dorothy Campbell addressed the council and stated that the growth of a community is not all about new homes being built but other improvements to the community contribute to the growth as well.

Mrs. Campbell also asked the city council to help preserve the original Pottawatomie County Courthouse. She stated that she would be talking to the county commissioners and the state historical society regarding the courthouse and would ask the council to help with getting a group organized to keep the courthouse.

*Main Street beautification discussion with Jeff Hancock:* Mr. Hancock stated he was in attendance at the request of the council to discuss beautification of Main Street. Councilmember Rosell stated that the council would like some plans drawn up by SMH regarding possible new decorative street lights on Main Street in the business area.

Councilmember Moore stated he would like to see about built-in planters as well.

Councilmember Rosell stated that there was no room for having over-head wires for the electricity to the lights. Mr. Hancock suggested possibly having solar lighting, which could be a little more expensive. He will bring some information back to the council for the June 8, 2017 council meeting.

Councilmember Moore asked that Mr. Hancock take a look at the city park for improvements to it as well. He suggested that possibly enlisting the help of K-State students as well.

There being no further discussion on Main Street beautification, Mr. Hancock exited the meeting at 7:25 p.m.

*Requests from Shaun Strifler:* Mr. Strifler addressed the council asking for permission to place a bench at his father's cemetery lot in the plot that the remaining family members had no desire to use. He stated that he had spoken with the city maintenance supervisor regarding this request and between the two of them, they had come up with an acceptable placement for the bench in the plot.

After some brief discussion, Councilmember Rosell moved to waive the cemetery restrictions regarding the placement of non-allowed items on burial plots in the Westmoreland City Cemetery so as to allow the Strifler family to place a bench on family Lot #254 under the supervision of the City's maintenance supervisor. This waiver is a one-time waiver, based upon the following factors: that all of the burial lots in the specific area are full; that the bench will be located in plot "A"; and that the bench will be donated to the City and will become the property of the City. This waiver does not amend or change the cemetery policies or restrictions, and allowing the bench donated by the Strifler family is a one-time waiver of the City's policies and cemetery restrictions. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Appointments:* Mayor Goodenow appointed the following:

City Clerk, Vicki Zentner; City Attorney, John Watt; Municipal Court Judge, Blaine Carter; Municipal Court Clerk, Vicki Zentner; Volunteer Fire Chief, Jim Smith; Zoning Administrator, Robert Krohn; Official Accounting Firm, Sink, Gordon and Associates; Official City Newspaper, The Wamego Times; Councilmembers Departments-Streets, Councilmember Moore; Utilities, Councilmember Rosell; Pool, Councilmember Jack; Fire Department, Councilmember Jack; Planning and Zoning, Councilmember Smith; Cemetery, Councilmember Purvis; Library, Councilmember Purvis; Parks, Councilmember Purvis; Library Committee members-Janet Goodenow, Caitlin McLean, Bekah Purvis, Kent Robb and Jenny Jacobs; Cemetery Committee members-Pat and Carol Burns; Planning and Zoning Committee members-

Wendy Hudson, Trudie Hoffman, Wayne “Chick” Roberts and Ashley Smith.

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

Mayor Goodenow appointed Farmers State Bank as the official financial institution for the City. Councilmember Moore declared a conflict of interest in the appointment due to his position with the bank.

Councilmember Jack moved to accept Farmers State Bank as the official financial institution for the City as appointed by Mayor Goodenow. Councilmember Smith seconded the motion. The motion passed four (4) ayes, zero (0) nays and one (1) abstention due to conflict of interest (Councilmember Moore).

*Resolution #01-17:* After some brief discussion regarding the hours and streets to be blocked off for the beer garden on June 10, 2017, Councilmember Rosell moved to pass Resolution #01-17. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Setting date for budget work session:* Councilmembers asked the city clerk to contact the auditors for the definite date for the budget work session and let the council know which day (June 21<sup>st</sup> or 22<sup>nd</sup>) would work for them and let the council know.

*Review of pool handbook:* Pool manager, Amber Krohn, asked the council to allow the deletion of an assistant manager and omitting the hours of the operation of the pool due to these items changing every year. She also stated that she had inquiries about a “day-care” pass.

Councilmember Rosell moved to approve additions and deletions to the pool manual upon review of the city attorney. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*Discussion on response from PWRL board regarding requests from council:* Councilmember Purvis stated that the city had received a letter in response to the letter sent to the Pottawatomie/Wabaunsee Regional Library (PWRL) board. He stated that he, personally, was not impressed with the response.

Councilmember Smith stated he was tired of getting the “run-around” from the board and felt the council needed to move on.

Councilmember Moore stated it looked like the only request that was addressed was being open on Tuesdays; they have it on a trial basis for two (2) months. Councilmember Purvis stated that there was also a request for more books being on the shelves at all times, and the board was stating that they would be rotated with no guarantee of the set amount being there at all times. He also felt that by the time the word of the new hours and materials being offered was out to all patrons, the board would probably have stopped the extra hours.

Councilmember Moore asked Attorney Watt when the county budget year ended. Mr. Watt responded that the county administrator was working on the budget now. He felt that if the council was going to take over the library, a letter signed by the Mayor stating the council's intentions to drop out should be sent to the PWRL board and county commissioners.

Councilmember Rosell stated that it was expected by the council that should the city take over the library there would be expenses for computers, etc., and this issue would need to be discussed with the city auditors at the budget work session.

After some further brief discussion, Councilmember Rosell stated that a letter should be sent in response to the recent PWRL letter with stronger language of what the council wants and have it signed by the Mayor and himself as president of the council. Councilmember Purvis, library committee chairperson, Janet Goodenow, and the city clerk will meet to draft the letter to be sent to the PWRL board and have the Mayor and Councilmember Rosell sign it.

*Request from Westmoreland Area Chamber for Car Show donations:* City Clerk Zentner, as the Wagon Wheels Car Show director, asked the council to consider donating a family season pool pass for the raffle at the Car Show and to donate \$200 towards procuring the Topeka High School Drumline as entertainment for the Car Show. She stated that she had only asked for the streets to be blocked off for the Car Show in the past, but there was a potential this year to have the biggest number of participants.

Councilmember Jack moved to donate \$200 for the Topeka High School Drumline and a family season pool pass for the raffle at the Wagon Wheels Car Show. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

*City Agent report:* Jeff Zimmerman stated that most of the vehicles, yard mowing and trash and debris issues had been taken care of. One vehicle had still not been taken care of after several letters had been sent. Attorney Watt requested the information be forwarded to him and he will begin the prosecution process after sending a final stern letter to the vehicle owner.

*Report from city library committee:* Janet Goodenow, chairperson, informed the council that the committee had met on May 1, 2017 and reviewed the first proposal that was sent to the PWRL board. The committee was excited about getting Saturday hours and were working on ideas for programs on Saturdays. The next meeting of the city library board will be on Memorial Day.

*Future agenda items:* There were no items mentioned.

### **Reports:**

*Pool Manager:* Amber Krohn reported that she and one of the guards had been painting the pool house. She stated that she would like to purchase a freezerless refrigerator that would take the place of the existing pop machine for \$688. She would also like to purchase a hot dog roller for \$138.

Amber also stated that it would be nice to have an outdoor clock with a second hand for water aerobics classes.

Councilmember Rosell moved to approve all purchase requests with no more than \$75 spent for the purchase of the outdoor clock with second hand. Councilmember Moore seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Amber also stated that she was getting prizes for the end of school bash on May 24, 2017. The Westmoreland Area Chamber had donated \$100 worth of chamber bucks and she would like the bucks to be allowed to be used at the pool for concession items. She had sent out 600 notices between the elementary schools advertising the evening event.

The chemical class for the guards with maintenance supervisor Krohn was being held on May 13 with another class being held after school on May 18 for those that could not attend the May 13 class. She was also still waiting to meet with Mr. Kite.

*Treasurer:* Treasurer Varriale was absent from the meeting due to a prior engagement. Councilmember Smith moved to approve the treasurer's report as presented in the council's notebook packets. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Moore stated he would like to commend the city treasurer for finding approximately \$5,000 of overpayments to the State of Kansas Sales Tax division. He felt that the city was very fortunate to have Mrs. Varriale as the city treasurer due to her accounting background.

*Maintenance:* Supervisor Krohn reported that within the next few months there was a potential have two (2) new homes being built. He stated that city staff would be able to install the extension on the water and sewer lines for one of the homes, but the city would have to hire someone to bore for the water line on the other home.

Krohn stated that one (1) of the mowers needed to be replaced and the purchase price with trade in would be \$3,850.

Councilmember Rosell moved to purchase a replacement mower from Kan-Equip for the purchase price of \$3,850 after trade in. Councilmember Smith seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Krohn would like to hire summer mowing help for 40 hours a week with a maximum of 1,000 hours worked at the rate of \$10.00 an hour.

Councilmember Moore moved to allow Krohn to hire part-time summer help for mowing at \$10.00 an hour. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Krohn stated that the request for a street light installed at the Historical Society museum grounds had been discussed with Westar. Westar stated that the street light won't illuminate the area the Historical Society is wanting and that a spot light or motion light was a better solution. Councilmember Moore will inform the historical Society of the Westar's response.

Krohn then gave his monthly report as follows:

**Utilities:** Cleaned sewer line at 2<sup>nd</sup> & Grant due to slow or no flow  
Removed grease blocking the flow in the manhole behind DD's

**Streets:** Shilling Construction completed paving throughout town  
Began painting parking stripes on Main Street

**Parks:** Mowed  
Painted the lettering of the Dechairo Park sign  
Built form and made new concrete flower planter to replace deteriorating whiskey barrel planters  
Made temporary repairs to the ball diamond 1<sup>st</sup> base line fence

**Cemetery:** Removed dying cedar trees and replaced with maple tree in the old part of the cemetery  
Opened/closed one (1) grave  
Mulched beds throughout  
Repaired water holes at the entry road  
Filled settling graves and planted grass seed

**Pool:** Prepped the pool for opening  
Filled the pool with pumps and heater working as they should  
Installed floor tiles in the concession area

**Buildings:** Patched the roof at the library

**Planning & Zoning:** Issued one (1) building permit for a privacy fence at 205 6<sup>th</sup> Street

*Clerk:* Clerk Zentner had nothing to add to her report given to the council in their notebooks.

**Councilmembers Reports:**

**Streets:** Councilmember Moore stated that Main Street paving was finished and the city was waiting on the bill from the county and Shilling Construction. He would also like thank-you notes to be sent to the county commissioners, county administrator and public works for their help with paving Main Street and 6<sup>th</sup> Street.

Utilities: Councilmember Rosell asked if there was anything on bid letting for the sewer project. Krohn stated that some paperwork had to be changed, but that SMH felt the end of June would be the bid letting.

Planning & Zoning: Councilmember Smith reported that they had not met recently. Krohn informed Councilmember Smith that there would be at least one (1) conditional use permit to be considered. Councilmember Moore stated that the plat for the industrial park land would be submitted in the near future for the commission's review.

Pool: Councilmember Jack had nothing more to report.

Fire Department: Councilmember Jack stated that the compressor was tested and some contact were corroded with the replacements costing \$500. The city had passed the recent ISO inspection.

Cemetery: Councilmember Purvis had nothing to report.

Parks: Councilmember Purvis had nothing to report.

Mayor: Mayor Goodenow asked for a report from the meeting with Rural Water District #4 board. Councilmembers Moore and Rosell were unable to attend the May meeting, but were hoping to meet with them in June.

City Attorney: Attorney Watt had nothing to report.

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

Mayor Goodenow declared the meeting adjourned at 9:30 pm.

Approved by the Governing Body on June 8, 2017.



Vicki B. Zentner  
Vicki B. Zentner, City Clerk

Signed: Mark A. Goodenow  
Mark A. Goodenow, Mayor