

Westmoreland City Council
July 13, 2017 minutes

The Westmoreland City Council met on July 13, 2017 for its regular monthly meeting at the Westmoreland Community Center.

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

Governing Body members absent: Councilmember Jim Smith.

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

Others present: Todd Anderson with SMH Consultants; Janet Goodenow, Chairperson with the city library committee and Cale Prather, reporter for The Smoke Signal.

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

Additions/deletions to agenda: Jeff Hancock with SMH Consultants was unable to attend the meeting. Councilmember Moore added discussion on the trash, vehicles and burned house on 4th Street.

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

Approval of minutes of June 8, 2017 regular meeting and June 21, 2017 special meeting: Councilmember Purvis moved to approve the corrected minutes of the June 8, 2017 council meeting and the minutes of the June 21, 2017 special meeting as presented. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Approval of payment of monthly bills: Councilmember Purvis 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 Smith being absent.

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

Todd Anderson with SMH regarding setting date to open bids on sanitary sewer improvement project: Mr. Anderson informed the council that they would need to set a date to open submitted bids on the sanitary sewer improvement project. He stated that the requirement of the CDBG (Community Development Block Grant) was to advertise for bids for 30 days. He stated that the

deadline to submit bids would be August 22, 2017 and he suggested this date as the date to open the bids and August 23, 2017 as the date for bringing his recommendation to the council for the awarding of the bid.

Councilmember Rosell moved to advertise for 30 days in the official city newspaper, *The Wamego Times* as well as the Drexel on-line program with the deadline for bids being August 22, 2017 with the opening of the bids at 4:30 PM at the Community Center and August 23, 2017 as the date of the special meeting for the award of the bid per the recommendation of SMH. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Mr. Anderson reminded the council that the estimated completion of the project was seven (7) to nine (9) months and that there would also be additional manholes and extending the sewer line on S. 4th Street to the south of the concession stand in addition to the lining of existing sewer lines in the original part of the city which has clay lines.

There being no further discussion or questions about the bid process, Mr. Anderson exited the meeting at 7:20 PM.

Appointment of Comprehensive Plan Steering Committee members: Councilmember Purvis nominated the following persons to be appointed to the steering committee-Tanya Purvis and Scott Harshbarger; Councilmember Moore nominated the following persons to be appointed-Kathy Harshbarger, Chelsea and Heath Eisenbarth; Councilmember Jack nominated Vicki Zentner, Wendi Hudson, Jeff Rosell, Hailey Schreiner and Dustin Nelson.

Mayor Goodenow appointed the aforementioned persons to the Comprehensive Plan Steering Committee. Councilmember Rosell moved to accept the appointments as presented. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Library ballot question: City Attorney Watt presented a draft resolution to be passed at the August 10, 2017 council meeting. He stated that if the resolution is passed, it will be sent to the Pottawatomie County Clerk to be placed on the November general election ballot. He stated that information on the issue needed to be circulated to the voters, and when asked about including in the city's newsletter, Mr. Watt said the information should come from the city library committee, the Westmoreland Area Chamber and flyers.

Mr. Watt asked the council what the mill levy increase for the library they wished to have put in the resolution for the ballot question.

After some brief discussion, Councilmember Purvis moved to put to vote on the November general election ballot an increase of five (5) mills for the purpose of a city run library. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Janet Goodenow, chairperson for the city library committee, stated that she would get on the Service Club agenda to present the information to the membership.

Amendment to Water Purchase Agreement with Rural Water District #4: Councilmembers Rosell and Moore stated they had attended the monthly meeting of the Rural Water District #4 board and after clarification from the board regarding the refinancing of the water district's bond, it was revealed that the bond payment time was reduced by two (2) or three (3) years. Councilmembers Rosell and Moore stated that they had informed the board that the city council felt better communication should have been had between both parties to avoid any confusion.

Councilmember Rosell asked Attorney Watt if the city could have a member on the water district's board as the city is a bigger user in the district. Attorney Watt stated he did not know what the by-laws stated and he would look into the matter and report back to the council.

Councilmember Purvis moved to approve the amendment to the Water Purchase Agreement with Rural Water District #4 which stated that once the district's obligation had been paid in full, the city would then be released from their monthly payment. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Approval of payment split for Main Street paving: Councilmember Moore recommended paying the total bill due of \$74,944.59 instead of only paying half this year with the other half being paid in 2018. His reasoning was that the auditors had informed the council that if the bill was split up in payments, the city would still have the balance due carried over as an indebtedness. He proposed paying the total amount of the bill this year with \$20,000 out the street improvement fund, \$30,000 out of the special highway fund and the balance of \$24,944.59 out of the general fund.

There being no further discussion, Councilmember Moore moved to pay the bill of \$74,944.59 to Pottawatomie County for paving of Main Street with \$20,000 paid out of the street improvement fund, \$30,000 paid out of the special highway fund and \$24,944.59 paid out of the general fund. Councilmember Purvis seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Request for Children At Play sign on Main Street: Clerk Zentner informed the council that a resident on South Main Street had requested this sign due to his grandchildren playing in his front yard. After some brief discussion, the council denied this request.

Participating in the current CBAS agreement: This issue was tabled until the August 10, 2017 council meeting to allow the city clerk to gather more information.

Discussion on recently burned house on 4th Street: Councilmember Moore presented pictures of the recently burned house on 4th Street as well as the abandoned vehicles and trash/debris on the property. He stated that he felt that all of these issues were violations of city ordinances.

City Agent Zimmerman stated that he had tried to serve court papers to the owner of the vehicles, but was unable to serve the papers due to not knowing where the owner had moved until recently.

Attorney Watt stated that the requirements for unsafe structures would take a while to process, but the trash/debris violations would proceed quicker. He stated he would write a letter to the landowner about the trash/debris with language that it needed to be taken care of in a timely manner or the landowner would be summoned to municipal court.

Councilmember Rosell stated he would like to see ordinances drafted for the removal of burned building and demolition thereof as well as an ordinance for a permit for gutting/remodeling of the inside of structures. Attorney Watt stated these two (2) items would need to be brought before the planning and zoning commission to research and present their recommendations to the council.

City Agent: Jeff Zimmerman stated that he had given the city clerk pictures and reports of several violations to be sent to the owners. He is keeping an eye for other properties in the city as well.

Continued discussion on the library: Chairperson, Janet Goodenow, informed the council the library committee had met on June 19, 2017. She stated that the two (2) adult programs offered at the library presently were scheduled at times that did not help those patrons that work out of town and would like to see the times changed.

Future agenda items: There were no items presented.

Staff Reports:

Pool Manager: Amber Krohn, pool manager, informed the council that the free lunch program sponsored by the Catholic Charities held at the pool was not well attended. She also stated that despite providing them a trash receptacle, trash was not disposed of properly and was strewn around the property.

The council asked that a call be made to discuss this with them.

Amber also asked if a guard party could be held for staff one night at the pool. She stated that she would be in attendance as well. The council stated they were fine with this as long as she was there as well.

Treasurer: Treasurer Varriale informed the council that the employee health insurance increased 5% this year.

There being no questions regarding the treasurer's report, Councilmember Purvis moved to approve the report as presented. Councilmember Jack seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Smith being absent.

Maintenance: Maintenance Supervisor Krohn reported the following:

Utilities:

Cleaned plugged sewer main at 2nd and State
Exercised all 128 water valves throughout town
Installed water service at 614 ½ State
Replaced gas monitor purchased in 2007 (to enter sewer manholes) due
To replacement filters being discontinued and no longer serviceable

Streets:

Installed culverts on the north side of North Street for sidewalk replacement
project
Installed/replaced driveway culvert at 207 N. 3rd plugged by water coming off of
the Justice Center
Installed/sent bill for new driveway culvert at 614 ½ State
Trimmed trees overhanging the street west of Campbell and 4th Street
Cleaned culverts on both sides of Main Street
Removed and replaced sidewalk ramp at the Westy Country Market

Parks:

Mowed, sprayed weeds
Drug the ball field and t-ball field
Replaced sand washed out of the volleyball pit at Dechairo Park
Removed playground equipment from Dechairo Park and City Park as
recommended by the insurance company and will donate to the Sales
Church
Trimmed trees at the ball diamond and RV Park

Cemetery:

Mowed, sprayed weeds
Removed items not allowed June 10th through October 30th
Repaired sagging chain link fence along the north property line

Pool:

Replaced the sand and pea gravel in the pump filters

Planning/Zoning:

Issued a chicken permit for 408 N. 4th

Issued a building permit for a new house at 300 Skene

Equipment:

Replaced weed eater attachment on Kubota mower

Misc.:

Westar is going to install the brightest street light they have on an existing pole next to the parking lot at the museum. They cannot install a pole and spot lights north of the parking lot due to problems running powerlines under their three (3) phase lines already there. They recommended the museum install lights on their buildings if this does not help with the darkness in the area

Clerk: Reserve America for RV Park-City Clerk Zentner informed the council that the Reserve America program, in her opinion, was not financially beneficial to the city as the RV Park was small and during the summer months it is well used. She had no problems with taking reservations over the phone and felt that the program might make reservations more difficult to schedule. The council declined the offer for the program.

Mailing meters: Zentner informed the council that the idea of looking into mailing meters for the city had been mentioned in the past and she and the treasurer had done research and recommend, if the council so wished, to try stamps.com for a trial basis. She stated that there would be no equipment to lease and the city would only pay \$15.99 a month for access to the on-line program to print the postage on the envelopes. She felt that with this program, the city would save around \$100 to \$200 a month on postage.

The council agreed to allow Zentner to try stamps.com on a trial basis for one (1) month.

Councilmembers Reports:

Streets: Councilmember Moore had nothing more to report.

Utilities: Councilmember Rosell had nothing more to report

Pool: Councilmember Jack had nothing more to report

Fire Department: Councilmember Jack informed the council that the city had been approved for a forestry grant.

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

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

Mayor Goodenow declared the meeting adjourned at 8:34 PM.

Approved by the Governing Body on August 10, 2017.



Vicki B. Zentner
Vicki B. Zentner, City Clerk

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