

Westmoreland City Council Meeting Minutes
August 12, 2021

The Westmoreland City Council met on August 12, 2021 at the Westmoreland Community Center for its regular monthly meeting.

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

City Staff present: Maintenance Supervisor, Robert Krohn; Pool Manager, Amber Krohn and City Clerk, Vicki Zentner.

City Staff absent: City Treasurer, Teri Varriale and City Attorney, Summer Dierks.

Others present: Cale Prater, 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: A discussion on Ordinance #582-changing Sunday hours for selling Cereal Malt Beverages (CMB) and liquor in original packages and acceptance of the city agent's resignation were added to the agenda. Discussion with Bob Stalder regarding the Care Home Assisted Living parking lot was deleted.

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

Approval of the July 8, 2021 council meeting minutes: There being no corrections to the minutes of the July 8, 2021 council meeting, Councilmember Rosell moved to approve the minutes as presented. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Approval of the monthly bills-discussion on Hall Brothers invoice: Councilmember Rosell moved to pay the invoice from Hall Brothers for the recent street overlay with payment being split between the General Fund and the Special Highway Fund. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Councilmember Rosell then moved to approve the remaining monthly bills as presented. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Public Comments on non-agenda items: There being no public in attendance, Mayor Goodenow continued with the prepared agenda items.

Acceptance of city agent's resignation: Mayor Goodenow informed the council that the city agent had submitted his letter of resignation effective immediately.

Councilmember Rosell moved to accept the letter of resignation from the city agent and to advertise on the city website, Facebook page and The Smoke Signal for applications due back by noon on September 9, 2021. Councilmember Jack seconded the motion. Discussion of the age requirement, wage determined by experience and must live either in the city or within a 30-minute drive of the city.

There being no further discussion, the motion was put to a vote with five (5) ayes and zero (0) nays.

Discussion on current street overlay issues: Maintenance Supervisor Krohn stated he had spoken with the contractor regarding the issues with the street overlay and the contractor stated that they would return in the fall to address and fix the issues with the overlay.

Discussion on animal control officer: Councilmember Purvis stated that he was nervous about the city not having an animal control officer and that he felt the city should at least advertise for the filling of the position.

Councilmember Rosell asked the city clerk to check with other cities in the county to see how they are handling animal control. Councilmember Jack stated that perhaps Westmoreland might be able to contract with another city and share the cost of an officer.

Councilmember Purvis moved to have the city clerk place an advertisement for an animal control officer. Councilmember Smith seconded the motion. Discussion regarding the placement of the advertisement was had. Councilmember Purvis amended the motion to include advertising on the city's website, Face book page and in The Smoke Signal and to also have the city clerk check with other municipalities as to what they have in place. Councilmember Smith seconded the amended motion. The amended motion passed five (5) ayes to zero (0) nays.

Discussion on security cameras at the city pool: Maintenance Supervisor, Krohn, stated that the cameras would be installed on the outside of the pool building and that a designated authorized person would be able to monitor the pool 24/7.

Pool manager, Amber Krohn, when asked her thoughts on the cameras, informed the council that she felt it would be a good idea.

Councilmember Jack stated he thought the cameras would also help with discipline issues between the guards and patrons.

When asked the cost, Supervisor Krohn stated between \$400 to \$500 for the system.

Councilmember Jack said he felt that the city attorney should be consulted as to the legality of the cameras and where they should be placed and asked that the city clerk consult the city attorney regarding this matter.

After some brief further discussion, Councilmember Jack moved to purchase an eight (8) camera system at a cost of not more than \$600 and consult with the city attorney regarding the placement of the cameras before installation of the cameras. Councilmember Rice seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Discussion on Ordinance #582: City Clerk Zentner presented the council with Ordinance #582 which would change the times for selling Cereal Malt Beverages (CMB) and liquor in original packaging on Sundays, except for Easter, from the current hours of 12:00 pm (noon) to 8:00 pm to 9:00 am to 8:00 pm. She explained that the Kansas legislature had currently approved the change with K.S.A. 41-2704 and K.S.A. 41-712. The new ordinance would be published once each week for two (2) consecutive weeks in the official city newspaper and would become effective 61 days after the final publication unless a petition for a referendum is filed.

Councilmember Purvis moved to approve the passage of Ordinance #582, thus repealing Ordinance #560. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Staff Reports:

City Agent: Due to the resignation of the city agent, there was no report given.

Pool manager: Pool manager, Amber Krohn reported that staff would like to re-paint the bathrooms and concession area. Staff would do the painting after the pool closed for the season and volunteer their time to do so. She would also like to contact the high school art department to see if they would be interested in painting a mural on the outside of the pool building.

Councilmember Rosell moved to buy the paint for the staff to re-paint the bathrooms and concession area. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Krohn reported that the pool would be open on weekends from now until Labor Day. She also stated that this year's guards had been great to work with and that they have lots of ideas for next year and was pleased to inform the council that she had been informed that one (1) of the head lifeguards had indicated he would return next summer.

Councilmember Rosell stated that admissions were down this year but that season passes were up. Krohn reported that she felt the admissions for the past month had been down due to not having a diving board.

Krohn would also like to have a new slide at the pool in the near future. She will also be looking at a different format for swimming lessons.

Councilmember Rosell felt the council needed to discuss new ideas for the pool this fall and asked that Energy Center from Manhattan be asked to come and talk about the feasibility of adding new features to the existing pool area.

Treasurer's Report: Councilmember Purvis moved to approve the treasurer's report as provided to the council. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Maintenance: Supervisor Krohn reported the following:

UTILITIES

- Collected and sent monthly water bacteria samples to KDHE. Samples came back absent for any bacteria in the water
- SMH Consultants has gotten back the signed scope of work contract from the city and has scheduled surveyors to start laying out the easement needed and design work for the sanitary sewer extension on Scott Drive
- SMH Consultants is working on the design/plans for the owner of the Cottonwood Ridge subdivision sanitary sewer line

STREETS

- Hall Brothers Inc. has looked at issues with epoxy pulling up and is looking into what might be causing it-possibly a cure time issue-and will repair the issues this fall
- Trimmed low tree limbs over hanging the streets throughout town
- Painted crosswalks on State Street
- With the assistance of Pottawatomie County hauling asphalt patched large potholes on Campbell Street until the replacement project next spring

PARKS

- ADA Parking area for the Memorial Shelter at the RV Park cost for \$5,000

- Mowed and sprayed weeds
- Estimates for creek crossing at the south ball diamond-
Drainage modeling of the creek at an estimate of \$2,500
Design of the structure (box structure) at an estimate of \$20,000
Cost estimate for structure \$45,000
Install 6' x 10' concrete sidewalk over current drainage structure and 6" x 5' concrete sidewalk on either side of the structure for minimal cost compared to the box structure, with no design needed, knowing at times it will not be crossable during a heavy rain
- LED lighting at the ball diamond looks to be at a maximum cost of \$125,000. Riley County school district just accepted a bid for two (2) ball diamonds at a cost of \$134,000 for both including LED lights, brackets, new wiring, new breakers at each pole, and replacing aging electrical at both fields. I will be meeting with an electrical contractor that installs these types of lights within the next two (2) weeks to see if there will be any additional costs to upgrade the existing system
- Trimmed trees

CEMETERY

- Opened/closed one (1) cremation burial
- Opened/closed one (1) full burial
- Mowed and sprayed weeds
- Trimmed trees

POOL

- Ordered replacement diving board of \$1,3000
- Need to talk to Energy Center about getting estimate of costs for repairs to the pool brick surround, skimmer baskets and skimmer lines

BUILDINGS

- Cost to replace window and opening a larger entry way to the entrance at the Community Center \$500

PLANNING AND ZONING

- Issued a building permit for an addition at 314 Main
 - Contacted David Vermetten, P.E. as per SMH Consultants referral but his company is busy with other projects and because of the short time frame given to have the building on Main Street looked at, it is unknown if they will be able to give an opinion in time

EQUIPMENT

- Umscheid Autoworks replaced leaking power steering hose and spark plugs in the 2008 GMC truck

MISCELLANEOUS

- Scheduled personal leave time from September 20 through October 1
- Prepared new use of rental policy/form for the shelters and Community Center
- Hauled 1 ¼" road rock from Ebert Quarry to stockpile for use on city properties

Discussion on the Community Center Entrance was held. Councilmember Rosell stated he would like to see two (2) doors with handicap accessibility installed. Krohn will bring back cost estimates for these improvements, but for now will just replace the existing window on the north side.

Councilmember Rosell stated that he felt the city attorney should be consulted regarding access legalities for the creek crossing at the ball diamond and asked for costs for ADA accessibility be brought back to the October 14, 2021 council meeting for more discussion.

(Cale Prater exited the meeting at 7:43 pm).

Councilmember Rosell suggested Krohn contact Charlie Hall regarding the property on Main Street.

Councilmember Purvis moved to approve the reservation forms for the Community Center and shelters as presented. Councilmember Jack seconded the motion. The motion passed five (5) ayes to zero (0) nays.

Krohn informed the council that there were issues with non-residents bringing items to be burned at the burn pile.

Councilmember Jack stated that the City of Onaga has a sign saying that their city burn pile is for resident use only and all others pay a small fee.

After some brief discussion, the council authorized Krohn to order a sign for the burn pile with the new rules stated on it at a cost of approximately \$25.

Councilmember Rosell stated he felt that there needed to be an agreement between the landowners and the city for easements of the sewer extension project for Scott Drive and that the city attorney would need to be contacted to draw one up.

Krohn stated he had painted the crosswalks on State Street before school started and had ordered more paint for Main Street, but that order had been back ordered. Once the paint comes in, he will paint Main Street crosswalks.

City Clerk: Clerk Zentner informed the council that she would be out of the office on August 25, 2021 and that the city treasurer would be working in her place.

Zentner also informed the council that on August 24, 2021 court would be held prior to the special meeting that night. She asked that the council be aware that court might still be in session before they enter the Community Center for their meeting.

Councilmember's Reports

*Streets-*Councilmember Rosell said he had nothing more to report.

Mayor Goodenow asked if the sidewalk would be finished on North 6th Street to the shop. Councilmember Jack stated that if it was installed on the west side, that county trucks, as well as delivery trucks, would run over it. Krohn stated that the resident on the east side would more than likely not allow the city to erect one on his property.

Councilmember Rosell felt the city should wait until a new County Public Works director was hired to discuss this issue with him.

*Utilities-*Councilmember Jack had nothing more to report.

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

*Planning and Zoning-*Councilmember Smith stated that the meeting for August 17, 2021 had been cancelled. Krohn stated that the planning and zoning board was probably two (2) months away from bringing the new sub-division regulations to the council for approval. Councilmember Rosell stated he felt that a special meeting should be called for this.

*Pool-*Councilmember Rice turned this report over to the pool manager. Manager Krohn informed the council that there was an issue with swimming lessons paid for by the county for a family's children. The family did not show up at the time they were scheduled, and then wanted the lessons to be re-scheduled. Krohn had informed the patron that this could not happen as there was no time left in the season when there would be enough guards to give the lessons.

Krohn also stated that another family had lessons scheduled, but they also never showed up nor did they call.

Councilmember Rosell informed Krohn that she needed to document both instances with a narrative of what transpired and keep the documentation on file should there be any questions, or the issues be brought up in the future.

Fire Department-Councilmember Jack had nothing to report.

Cemetery-Councilmember Purvis had nothing to report, however, Krohn informed the council that there had been an issue with the battery for the gate not being the correct one. The company is sending a replacement battery soon.

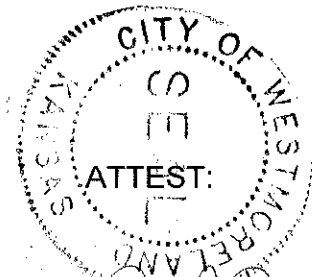
Parks-Councilmember Purvis had nothing to report.

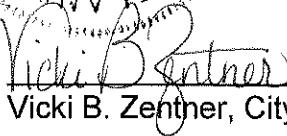
Mayor-Mayor Goodenow had nothing to report.

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

Mayor Goodenow declared the meeting adjourned at 8:10 pm.

Approved by the Governing Body on September 9, 2021.




Vicki B. Zentner, City Clerk

Signed: 
Mark A. Goodenow, Mayor