

Westmoreland City Council  
December 13, 2018 minutes

The Westmoreland City Council met on December 13, 2018 at the Westmoreland Community Center at 7:00 PM for its monthly meeting.

Governing Body members present: Mayor, Mark Goodenow; Councilmembers, Jim Smith, Ashley Rice, Mark Jack and Jim Moore.

Governing Body member absent: Councilmember Waide Purvis.

City Staff present: Maintenance Supervisor, Robert Krohn; City Treasurer, Teri Varriale and City Clerk, Vicki Zentner.

City Staff absent: City Agent, Jeff Zimmerman and City Attorney, John Watt.

Others present: Dorothy Campbell, citizen; Justin Kuzila with Flint Hills Regional Council; Luke Goodenow with Westmoreland/Seven Township Fire Department and 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:*

Councilmember Jack asked to add a discussion on city equipment and Councilmember Moore asked to discuss a possible abandoned commercial building ordinance.

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

*Approval of minutes from the regular meeting on November 8, 2018 and the special meeting of November 29, 2018:*

Councilmember Jack moved to accept the corrected minutes of the November 8, 2018 regular meeting and the minutes of the November 29, 2018 special meeting. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Payment of monthly bills:*

Councilmember Jack moved to approve the payment of the monthly bills as presented. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Public Comments on Non-Agenda items:*

There were no public comments.

*Comprehensive Plan:*

Justin Kuzila with Flint Hills Regional Council presented the city's Comprehensive Plan, "Westmoreland's Future", that has been worked on for the past year with the help of the committee and planning and zoning board.

Mr. Kuzila informed the council that the plan was a ten (10) year plan for the council to implement and help them with setting goals for the city's future.

After Mr. Kuzila's presentation, Councilmember Moore stated he felt it was a good plan with good ideas that both the city council and /or the Westy Area Chamber could use. He thanked Mr. Kuzila for all the work the Flint Hills Regional Council had done over the past year on the plan. He also stated that perhaps Mr. Kuzila could come back to a council meeting (or a goal setting meeting) and go through the plan for the council to start working on the implementation of some of the goals mentioned.

Councilmember Jack stated that he could already see some of the implementations of goals being done by the council.

Councilmember Moore also suggested that the council be given a copy of any future paperwork ahead of time for the council members to look at as not all of the council had attended any of the public hearings and open houses for information and planning on the comprehensive plan before it was presented this evening to the council.

There being no further questions or discussion on the comprehensive plan, Mr. Kuzila exited the meeting at 7:30 PM.

*Dorothy Campbell regarding stop signs:*

Resident Dorothy Campbell addressed the council with her concern of the stop signs on State Street. She stated that since a portion of West State Street had been closed, the current stop signs need to be placed opposite of where they are at the present time. She stated that drivers are just "flying" through the intersection and several "near misses" of accidents had happened.

Councilmember Moore stated he would be glad to look at the situation and come back to the council and come up with suggestions.

*Requests from Westmoreland/Seven Township Fire Department:*

Luke Goodenow, with the Westmoreland/Seven Township Fire Department addressed the council with a request of \$500 for paying for firemen training and the instructors. He stated that the Seven Township Board was asked for matching funds as well.

Mr. Goodenow also stated that he was the President of the Firemen's Relief Association (FRA) for the Fire Department and he was requesting that the council pay 7.5%, which came to \$176.39, of the total amount for the firemen's life insurance premium. Seven Township was paying the other 7.5% that was needed to cover the 15% of the premium that the FRA yearly monies would not cover by rules of the Federal Government.

Mr. Goodenow explained to the council that the 15% covers any work outside of responding to fires that the firemen do for the department, such as attending training meetings, working on reports and paperwork, traveling to and from fires, etc.

After some brief discussion and clarification, Councilmember Jack moved to contribute \$176.39 to the Firemen's Relief Fund for payment of life insurance premiums for 15 firemen. Councilmember Rice seconded the motion. The motion passed three (3) ayes, zero (0) nays and one (1) abstention by Councilmember Smith due to conflict of interest and Councilmember Purvis being absent.

*Ordinance #563 and memorandum for solid waste collection:*

Councilmember Moore moved to approve Ordinance #563 regarding new rates for solid waste and recycling services and the memorandum with Tri-County Waste's agreement of costs. Councilmember Jack seconded the motion.

Councilmember Moore stated that the council should learn from this incident as fuel rates have gone down since the owner of Tri-County Waste first asked for the raise in rates after the initial bid was awarded. In the future, he asked that the council ask for a breakdown of costs before considering any future rate increases.

There being no further discussion, Mayor Goodenow called for a vote. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Discussion on Fundraising:*

City Clerk, Zentner, reminded the council that a survey had been sent out in the Spring asking residents what they would like to see improved in the city between the City Park, Main Street lighting in the business area or any other suggestions. The responses indicated that improvements to City Park were what the majority of the responders wished to see considered.

The Caring Communities Foundation was to help with the funding, and Zentner had contacted Susie Kufahl about an idea of having a Festival of Trees event as the fundraiser. Mrs.

Kufahl had informed Zentner that the foundation had thought about this type of fundraiser, but wasn't sure what community or where it could be held.

Zentner proposed the council consider the Festival of Trees as the fundraiser for the City Park improvements and said that not only trees would be decorated and bid upon, but she thought decorated wreaths and centerpieces could be included as well. She also proposed that should the bid winner not wish to actually take the item they won, that perhaps it could be donated to the Care Home for the residents to enjoy or to a family that couldn't afford much for Christmas.

Councilmember Jack moved to allow Zentner to chair the fundraising event for the next Christmas season as proposed. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Renewal of Cereal Malt Beverage and Liquor Licenses:*

Councilmember Moore moved to approve the cereal malt beverage license renewal for the Short Stop and the liquor license renewal for Westy's Liquor Stop. Councilmember Smith seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Auditing firm renewal:*

After some brief discussion, Councilmember Jack moved to enter into a three (3) year auditing and budgeting agreement with the city's current accounting firm of VondFeldt, Bauer and VonFeldt and authorize the Mayor to sign the appropriate paperwork stating as such. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Recycling donation to Pottawatomie Recycling Committee:*

Councilmember Moore asked the rest of the council if they wished to donate to the recycling committee since the city has its own voluntary recycling program associated with the solid waste contractor.

After some brief discussion, Councilmember Moore moved to donate \$200 to the Pottawatomie Recycling Committee. Councilmember Rice seconded the motion. The motion passed three (3) ayes to zero (0) nays with Councilmember Jack abstaining due to conflict of interest and Councilmember Purvis being absent.

*City Equipment:*

Councilmember Jack stated that he made a point at the last council meeting that the council does not do anything in secret. The following week he was asked by a resident why city equipment and staff did work behind a business on their own property. He stated that there

needs to be a stop to this and whichever councilmember is telling staff to do this needs to stop. It should be brought before the council as a whole.

*Discussion on ordinance on abandoned commercial buildings:*

Councilmember Moore stated that there were a few buildings on Main Street that are unoccupied and abandoned. He stated that a recent ordinance passed by the City of Onaga stated that if electricity is shut off to the building or it was unlocked thus allowing the general public access to the building, the city can charge the owner a set amount of money until the owner fixes the issues. He stated he wasn't sure that this type of ordinance is for Westmoreland, but wanted the rest of the council to look it over and consider one along these lines for Westmoreland.

*RV Park camper issue:*

Mayor Goodenow stated that the RV Park is not on a yearly lease, that it is a day to day operation. He stated that he would like the city attorney to inform the council why the current camper couldn't be made to leave.

Councilmember Jack stated that it could be considered theft of services since they had not paid for staying and that the sheriff's department could do something. He suggested that the city attorney talk to the county attorney for input.

**Staff Reports:**

*Treasurer's Report:*

Councilmember Moore stated he thought that the invoice from Bayer construction should have been taken out of the Special Highway Fund and not the General Fund. He also stated that he thought the training for the fire department could be taken out of their budget and would like another column added to the fire department fund report from the city treasurer and that the training money should be paid in 2019 with the new budget in place.

There being no further discussion on the treasurer's report, Councilmember Jack moved to approve the treasurer's report as given. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

*Maintenance Report:*

Maintenance Supervisor, Krohn, reported the following:

- **STREETS:**

Installed permanent street signage for the State Street improvements

Removed existing sidewalk and graded for new sidewalks at 2<sup>nd</sup> and Cochrun, North Street between 1<sup>st</sup> and 2<sup>nd</sup> Streets and 1<sup>st</sup> and North Streets

Fleming Brothers Construction poured the above sidewalks

Spread salt on streets and cleared snow off of streets

- **PARKS:**

Placed mulch and lime stone rocks in the park area of the west entrance/State Street improvements

Built new pull through roads for sites 4, 5, 6 and 7 at the RV Park

Widened most of the site pads at the RV Park

Rocked portions of the RV Park road as needed

Installed Christmas banners and decorations throughout town

Replaced broken sewer clean out caps at the RV Park

Rocked Dechairo Park parking lot

Installed new 50 amp plugs and breakers on sites 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 15 at the RV Park. All sites are now 50 amp with sites 3, 13 and 14 also having a 30 amp plug along with a 50-amp plug

Installed new 20 amp plugs on all sites at the RV Park

- **BUILDINGS:**

Installed ice maker at the fire station, but when operational it has more costly problems wrong that were not told by the person who donated it to the fire department, other than a cracked drain line

Touched up paint at the Community Center interior walls

Library stone and mortar on the front of the building is delaminating and falling off in large chunks and will need to be addressed. Would like suggestions for a company to talk repair the problem and also look at City Hall for the same issues

- **PLANNING/ZONING:**

Issued one (1) building permit for an accessory use building at 507 Armer

- **EQUIPMENT:**

Networks Plus repaired the shop computer due to a hard drive crash

- **UTILITIES:**

Presented a water meter replacement plan and cost estimate for the council to consider.

Councilmember Moore thought the city clerk, city treasurer and auditor should get together and determine options for the funding of the water meter replacements and bring this information back to the council.

Councilmember Jack stated he felt a masonry company should be contacted to look at the library and city hall regarding the rock issues.

Councilmember Moore suggested a façade might work. Councilmember Jack stated he would like to see if a masonry company would look at the issues and give a free estimate to fix them.

Mayor Goodenow asked about the library roof. Krohn stated that the roofing company wasn't able to get to the roof at this time. He stated that he would call them again after the holidays.

Councilmember Moore stated that decorations in the city park and the RV park looked nice.

*City Clerk Report:*

City Clerk Zentner stated she had nothing more to report.

(Cale Prater exited the meeting at 8:17 PM).

**Councilmember Reports:**

*Streets:*

Councilmember Moore stated that there were a few potholes around the city. Krohn stated that there were very few, that most of the potholes were in the right of way that the State Highway Department is to repair.

Councilmember Moore stated that he and Krohn would be working on the chip and seal plan for 2019 and that the majority of the chip and seal would be done in the new addition of the city and a few other streets in town.

Mayor Goodenow stated that Campbell Street needed to be on the list, especially from 4<sup>th</sup> Street to Highway 99. Councilmember Moore stated the city would need to talk to the county about the cost sharing. Krohn stated that since the county moved all their traffic to use Campbell Street, the street has deteriorated and would need to be torn out and re-done completely. Mayor Goodenow stated it wasn't due to the county traffic only; that cattle trucks and semis use it as well.

Councilmember Moore stated he would contact the county administrator to work on a plan to be incorporated with the county's plan.

*Utilities:*

Councilmember Jack informed the council that he had given permission for city staff to deliver notices of past due bills to two (2) residents that didn't have a post office box and a request was added to the notices to provide city hall with a post office box or email address for future billings. He also stated that this was a one (1) time instance only.

*Animal Control:*

Councilmember Smith had nothing to report.

*Planning and Zoning:*

Councilmember Smith had nothing to report.

*Pool:*

Councilmember Rice had nothing to report.

*Fire Department:*

Councilmember Jack had nothing more to report.

Due to the absence of Councilmember Purvis, there was no report on Parks or Cemetery given.

*Mayor:*

Mayor Goodenow had nothing more to report.

Due to the absence of the City Attorney, there was no report.



Councilmember Smith moved to adjourn the meeting. Councilmember Rice seconded the motion. The motion passed four (4) ayes to zero (0) nays with Councilmember Purvis being absent.

Mayor Goodenow declared the meeting adjourned at 8:26 PM.

Approved by the Governing Body on January 10, 2019.



Attest:

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

Vicki B. Zentner  
Vicki B. Zentner, City Clerk