

**CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, February 13, 2020**

Present:
Mayor Mark Petterson

Council Members: Richard Croll, Gary Haehn, Rhonda Taylor, Jim Weeks and Jeanne Haas

Staff Present:
Ron Parkey, City Superintendent
Joni Hernandez, City Clerk
Tom Robrahn, City Attorney
Martha Newkirk, Zoning Administrator (arrived at 7:25 p.m.)

Others Present:
Bob Saueressig, County Commissioner

Call to Order: Mayor Mark Petterson called the meeting to order at 7:00 p.m.

Flag Salute: The meeting opened with the Pledge of Allegiance.

Agenda Additions and/or Amendments:

After Public Comments

- Executive Session to discuss non-elected personnel job duties

Under Finance & Economic Development

- a. What does New Strawn have to offer?

Under Utility Report

- b. City Water Buildings

Under Street Report

- b. Street Treatment

Under Parks & Recreation Report

- a. Donation
- b. Dry Creek Bed
- c. Seeding Islands

Haehn moved, seconded by Weeks, to approve the agenda with additions. **Motion carried 4-0.**

Council Member Haas arrived at 7:05 p.m.

Approval of Consent Agenda:

- Move to approve the January 9, 2020 council meeting minutes
- Move to approve the Warrants dated January 10, 2020 through February 13, 2020 for \$80,697.07
- Move to approve the January 2020 Payroll for \$18,971.59
- Move to approve 2020 Contractor License for Abendroth Builders

Croll moved, seconded by Taylor, to approve the consent agenda. **Motion carried 5-0.**

Public Comments: N/A

ADDED ITEM Executive Session:

Haehn moved, seconded by Weeks, to go into executive session at 7:09 p.m. for 15 minutes in the back room of City Hall with City Attorney Tom Robrahn present to discuss non-elected personnel job duties. **Motion carried 5-0.**

Zoning Administrator arrived at 7:25 p.m.

The Council, mayor and city attorney returned to regular session at the council table at 7:24 p.m. **No action taken.**

Financial Reports:

Council Member Weeks asked about the Casey's General Store warrant regarding same date (February 4) for fuel purchase. City Clerk Joni Hernandez explained it was not all purchased on one day; rather it was the date she paid and listed each invoice/detail. She offered to type the invoice date in the memo; however, Council Member Jeanne Haas noted that was not necessary. Mayor Petterson noted council members are welcome to view warrants/receipts before or during meeting, and the warrants are on the table each meeting.

The city clerk noted two specific warrant items that had been previously discussed:

- Cameron Roth (Refund per City Attorney due to incorrect water rate set up on account in 2014)
- Check to Raymer Enterprise (formerly Trophies and Things) agreement and check for trophies for car show to be held at Strawnfest 2020

Staff Reports:

City Superintendent Report (written report submitted)

- Shoveled ends of culverts
- Straightened signposts
- Got electricity working at Jones Park Shelter House
- Swept City Shop
- Handles emergency locates
- Cleaned up snow
- Worked in shop
- Filed paperwork
- Inventory
- Water & Sewer Reports
- Checked on Community Building
- Made list of street and traffic signs in need of replacement
- Picked up/repared flat tire
- Read water meters
- Checked on drainage problem
- Park bathrooms (Terry Swank installed thermostats)
- Contacted Douglas Pump for bids on new high service pump
- Met with Alpha Roofing for bids
- Cut out culvert on Getz Street
- Plowed snow
- Spreader/Gear box not working
- Ordered spreader
- Sent pump specs to Douglas Pump
- Fire extinguishers checked/recharged
- Met with Mayor at City Hall
- Straightened signs (cut 20 wedges to hold signs)
- Trout delivered to City Lake
- Meeting (attended KS Municipal Utilities training/water class in Emporia)
- Cleaned around burn pile
- Installed parts on salt spreader
- Swept at water plant
- Filed papers for reports
- Installed new traffic control signs (Yield, Stop, Truck, Dead End, No Parking)
- Reset water telemetry after it failed
- Burned tree/wood pile
- Lagoon samples (had to take to UPS in Emporia to meet deadline)
- Reports (Annual Water Use, Annual Compost, Annual Well, Annual Lagoon)
- Clean-up at water plant building
- Dig Safe/One-Call tickets
- Supplies for City Shop & City Hall
- Retrieved old and took new fishing license books to Casey's
- Got rental lights working
- Met with Levan Skillman to discuss repair for water plant
- Met with council members

- New water pit for Cameron Roth
- Collected money from Casey's for fishing licenses sold
- Received roofing bid from Allen Lockhart (Suburban Contracting)
- Received pump bid from Douglas Pump Service

City Superintendent Parkey noted two bids were received for city building and roof repairs: Alpha Roofing, LLC and Suburban Contracting, LLC.

Croll moved, seconded by Taylor, to approve the bid for roof and building repairs from Alpha Roofing for Options 1, 2 and 3 for a total amount of \$7,180.00. (SEE ATTCHED BID) **Motion carried 5-0.**

The city clerk will contact Bobbi Gellhaus with TrustPoint to update her on bid and request extension on repair completion date as well as possible adjustment on amount of claim refund.

Parkey had hand-outs for the council to review regarding work list from January 16 and responses. (SEE ATTACHED)

Pump proposal from Douglas Pump Service & C&B Equipment was discussed. The job description noted the Aurora pump model has been discontinued. Quote was for \$20,277.25 plus freight with a notation that pump may need new starter. The proposal did not include supplying or installing any electrical parts. More information is needed from Douglas Pump Service for additional cost of starter and electrical work. (SEE ATTACHED)

Parkey noted the original pump has 5,538 hours. He stated the Douglas Pump rep. told him the life of that pump is approximately 20,000 hours. The second pump has 12,000 hours. The third pump, which is the one being discussed for replacement, has not been inoperable for over twenty years. Council Member Weeks stated he would like to see the pump replaced. Parkey said previous year's budgets have been about \$16,000 for replacement cost. Mayor Petterson noted the amount will need to be increased.

City Clerk Report (written report submitted)

- Audit scheduled for February 27
- Coffey County Funds received
- Community Center Door – Waiting for reimbursement from Jami Conkle
- Computer Update
- Customer Refund
- Distributions from Coffey County and State of Kansas
- Donation – Letter sent to WCNO for Strawfest and New Playground Equipment Mulch/Park Improvement
- Donation – Received \$1,500 from Rec Commission for trout stocked in City Lake
- Franchise Fees received
- Kansas Set-Off Program
- Mileage Reimbursement Rate for 2020 is 57.5 cents
- Oath of Office for Gary Haehn performed at City Hall with Richard Croll as witness
- Tax Reports – 1099's & W-2's issued
- Water Software Program
- Valnet
- Website

The city clerk reported she had contacted the auditors regarding the 2020 Certificate Budget Authority Expenditures total slightly off and that CPA Phil Jarred explained it's not a concern due to rounding and the actual amounts are accounted for on the detailed pages. She related his explanation regarding transfers from General and Trash Funds to Equipment Reserve Fund. They are budgeted for but not required. Auditors have been making this transfer at time of audit. The best way to handle is to have the Council determine each December if the transfers should be made. Hernandez noted this should be an annual agenda items for the Council's consideration.

Regarding the new computer, the city clerk explained that a transfer file backup will be required. She said the software rep commented that a lot of people/companies have been having issues switching from Window 7 to Windows 10. With that in mind, Hernandez will get the new computer set up after the audit is complete.

She also noted that she will have IM Design web director help when uploading any zoning information and new code of ordinances on the new computer.

City Attorney Report N/A

Code Enforcement Officer Report

- Nuisance property violations – has been talking with residents who are working on cleaning up properties
- Dogs at large – Dogs have been vaccinated for rabies and tagged
- Hat and jacket ordered from Gunlock & Gleue in December

Zoning Administrator Report

- One permit pending
- Will be contacting patron with question
- Returned phone call to Bickley Foster on Wednesday, February 12, 2020
- Will report directly to Mayor until May appointments

Mayor's Report

The mayor asked the city clerk to set a reminder for the May meeting so he can appoint committee for the zoning administrator to report to.

Finance and Economic Development:

Council Member Haas noted the Park Fund will be in the black when February financial reports show receipt of the distribution from Coffey County.

Community Building Report:

Council Member Croll reported the remodeling project is coming along. Sheetrock is installed and painting will begin soon. Council Member Haas and Mayor Petterson thanked County Commissioner Bob Saueressig for the recent funds for the Community Center and Infrastructure. Bob stated taxpayer monies help the communities in Coffey County.

Utility Report:

Water Usage & Loss Report: N/A

City Water Buildings:

Council Member Weeks had a handout of pictures of buildings in need of attention. The chlorine room building and the "old" New Strawn Water Plant have over 40 years of chlorine that has worn and deteriorated the buildings.

City Superintendent Parkey reported that Levan Skillman is willing to repair the crane leg for \$300 plus the cost of materials. There was discussion about hanging wire and welding to the beam for support by bolting it to the floor. Parkey stated when addressing this issue in 2012, no one was willing to bid on the work. Council Member Weeks offered use of his hammer drill. Council Member Gary Haehn suggested contacting Jamie "Bob" Acton for a bid. Council Member Rhonda Taylor asked about replacement of buildings instead of repairs. Parkey stated a building with an 8' roof would be easier to maintain. Repairing and painting of rusted areas was discussed. The utility committee will meet to discuss replacement and/or repairs of building.

Street Report:

Street Signs:

Taylor moved, seconded by Croll, to approve bid from National Sign Company, Inc. for street sign replacement not to exceed \$4,500 to be paid from Special Highway Fund. **Motion carried 5-0.**

Street Treatment:

Council Member Taylor explained the County has advised the City of New Strawn to be frugal with salt mix as more quantities are not available at this time. She stated it is necessary to be reactive versus proactive until after winter weather season. Council Member Weeks suggested treating busier intersections. Bob Saueressig reiterated the problem in obtaining salt mix. He stated the City could request the County to spray brine solution; however, there is a risk associated with it if rain washes it away, and the City will have to pay the County to do the work. **No action taken.**

Public Relations:

Council Member Jeanne Haas reported on the following:

Strawnfest 2020

There will be a second public planning meeting Tuesday, February 25, at 6:30 p.m. at City Hall.

Electrical Outlet Boxes for Strawnfest

Council Member Haas noted a problem occurred with outlets for Strawnfest 2019. City Superintendent explained issue were due to the breaker box/handle needing to be reset/pulled down which he was able to determine at last year's Strawnfest.

There will need to be more locations to plug in this year. Council Member Richard Croll will contact 4 Rivers Electric Company to coordinate areas in the park to ensure enough outlets for Strawnfest 2020. Parkey will get with Council Member Haas to set flags for locations where extra electricity will be needed.

Haehn moved, seconded by Croll, to allow Wolf Creek Nuclear Operating Corporation (WCNOC) to host its "Party in the Park" in conjunction with Strawnfest 2020 and the 50th Anniversary of the City of New Strawn. **Motion carried 5-0.**

Parks and Recreation Report:

Donation

Council Member Haehn received a letter from Tammy Hughes with WCNOC and a donation check for \$1,000 for park improvement.

Dry Creek Bed

Council Member Haehn inquired about an area. It was noted that the area is not City property; rather it is private property.

Islands Seeding

Council Member Haehn would like to see Bermuda grass planted on the two islands at City Lake. Council Member Weeks recommended planting should take place the end of May or first of June.

Public Safety Report: N/A

New Business: N/A

Old Business: N/A

Correspondence: N/A

Mayor Petterson adjourned the meeting at 8:55 p.m.