

**CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, May 14, 2020**

Present:
Mayor Mark Petterson

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

Staff Present: Martha Newkirk, Zoning Administrator; Steven Dwight, Maintenance Operator; Joni Hernandez, City Clerk; and (Tom Robrahn, City Attorney via Zoom).

Others Present:
Sean Downey
Becky Richwine (via Zoom)

Call to Order: Mayor Mark Petterson called the meeting to order at 7:01 p.m.

Flag Salute:

Agenda Additions and/or Amendments:

Parks & Recreation Report

- a. Electrical Outlets
- b. Seeding Islands

Public Safety

- a. Arrowhead Drive-Speeding
- b. Speed Bumps

Old Business

- a. Nuisance Property Deadline
- b. Golf Course

Haas moved, seconded by Haehn, to approve the agenda with additions. **Motion carried 5-0.**

Approval of Consent Agenda:

- Move to approve the April 9, 2020 council meeting minutes
- Move to approve the Warrants dated April 10, 2020 through May 14, 2020 for \$20,651.83
- Move to approve the April 2020 Payroll for \$16,556.66
- Move to approve Licenses to Hartland Construction LLC for Contractor, Plumbing, and Electrical

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

Public Comments:

Sean Downey addressed the Council. He noted a speeding problem on Arrowhead Drive. He explained his concern since there are several small children. He stated he observed one or two consistent speeders who have also been utilizing their phones as they drive. He recommended a possible remedy of having speed bumps placed on the street.

Council Member Taylor assured Mr. Downey of the Council's need to address his concerns to be discussed with the added agenda items under Public Safety and street repairs to be discussed under Street Report.

Financial Reports:

Weeks moved, seconded by Taylor, to approve additional warrants in the amount of \$2,016.25. **Motion carried 5-0.**

Staff Reports:

Zoning Administrator Report

- Building Permits Approved:
 - ✓ Chris & Shawn Allen – Fence & Shed
 - ✓ Brad & Barbara Powell – New Construction
- Accessory Buildings/Shed square footage

Haas moved, seconded by Croll, to approve the Planning Commission recommendation regarding Zoning Regulations ARTICLE 6. ACCESSORY STRUCTURES AND USES, TEMPORARY USES AND HOME OCCUPATIONS B: Permitted Accessory Structures and Uses 1. Page 6-2 Similarly, on lots over 8,000 square feet in size, detached garages shall **not exceed 1,500 square feet** and carports 600 square feet. *(This change is from 960 square feet to 1,500 square feet.)* **Motion carried 5-0.**

Zoning Administrator Newkirk explained an amendment for the change from 960 square feet to 1,500 square feet will need to be made to the zoning regulations and publish notice in the newspaper to hold a public hearing. The Planning Commission will meet Thursday, May 21 at 6 p.m. at the Community Center and is open to the public.

Code Enforcement Officer Report (written report below)

- Dog at Large/Bit Resident – Code Enforcement Officer issued citation to dog owner- Fine paid on May 6, 2020
- Nuisance Properties (following up and will continue to stay in contact)
- Mowing Violation Letters mailed May 14 with copies of Ordinance No. 2015-04 & Article 4 **(City cannot mail violation letters before violation occurs.)**
- Gunlock & Gleue will mail Code Enforcement hat and jacket to City

Maintenance Operator Report (written report submitted)

- Mowing grass
- Community Center
- Jones Park – Seeded some grass
- Daily water samples/ Collecting chlorine residuals
- Monthly water samples
- Marking Kansas One-Calls (dig safe)
- Cleaned City Shop
- Electrical Wire at City Shop
- Street bids
- Street signs
- Tree stump removed at south end of park by Matt Barrett
- Water Tower – getting ready for annual maintenance
- Working on fixing VFD #1
- Normal daily duties
- Meter Service at 145 N. Main Street (formerly Quality Collision; now Advantage Autobody.)

Maintenance Operator Steven Dwight explained he determined that water usage from the meter located at 145 N. Main Street was over 9,400 gallons as of April 19, 2020. In reviewing billing records, the meter was turned off in 2016 per request of Quality Collision. The new-found usage/water bill was mailed to Advantage Auto/Aaron Withers on April 20. Dwight explained he discussed the situation with Withers who disputes the bill; however, noted the toilet was running and could be the problem. City Attorney Tom Robrahn noted that in reviewing the customer detail provided by the city clerk, the City is correct. Dwight will contact Withers to determine if he wants the meter to remain on with the understanding, he owes the bill. If he does not want future bills at that location, the City will shut the meter off.

Haas, moved, seconded by Haehn, that water meter and any fees since April 19, 2020 be billed for 145 N. Main to Advantage Autobody. **Motion carried 5-0.**

- Service Quote from Hach Service Plus

Croll moved, seconded by Haehn, to approve Hach Service Plus to service DR/890 Colorimeter for \$693.30 to be charged to **WATER** Fund. **Motion carried 5-0.**

- John Deere Tractor – A/C

Haas moved, seconded by Taylor, to purchase air conditioner system for the John Deere Tractor in the amount of \$967.00 to be charged to **EQUIPMENT RESERVE** Fund. **Motion carried 5-0.**

City Clerk Report (written report submitted)

- COVID-19 (Coronavirus)
- IM Design
- KPERS Survey regarding COVID-19
- Municipal Clerks Week
- Newsletter
- State of Kansas April Highway Distribution
- TrustPoint insurance policies/changes as requested and refund
- Valnet
- Website

City Attorney Report

City Attorney Tom Robrahn reported (viz Zoom) on netting at the city lake. He noted he researched for a Kansas statute; however, he was unable to locate. He contacted Brad Hageman who clarified that information is under the Kansas Administrative Regulations (KAR). It was a consensus of the Council to include a fine of \$500 plus restitution in the new code. Tom will draft a city ordinance prohibiting netting to be approved at a future council meeting.

Mayor's Report

Mayor's Appointments & Designations

Haehn moved, seconded by Weeks, to ratify the mayor's appointments and designations for 2020 Committees as follows: **Motion carried 5-0.**

2020 MAYOR'S APPOINTMENTS & DESIGNATIONS

City Clerk:	Joni Hernandez
City Treasurer:	Brenda Klubek
City Attorney:	Tom Robrahn
Official City Depository:	Citizens State Bank
Official Newspaper:	The Coffey County Republican
Zoning Administrator:	Martha Newkirk

2020 COMMITTEES

Anti-Fraud: Richard Croll (Chair), Jeanne Haas, Mark Petterson
Community Building: Richard Croll (Chair), Steven Dwight, Robert Harkrader
Finance/Economic Development: Jeanne Haas (Chair), Richard Croll, Mark Petterson
Park/Recreation: Gary Haehn (Rec Commissioner/Chair), Rhonda Taylor, Steven Dwight
Public Relations: Jeanne Haas (Chair), Rhonda Taylor, Joni Hernandez
Public Safety: Mark Petterson (Chair), Jim Weeks, Gary Haehn
Streets: Rhonda Taylor (Street Commissioner/Chair), Gary Haehn, Steven Dwight
Water/Sewer: Jim Weeks (Water Commissioner/Chair), Richard Croll, Steven Dwight
Zoning: Mark Petterson (Chair), Jim Weeks, Steven Dwight

Haehn moved, seconded by Croll, to ratify the mayor's appointments and designations for 2020 Planning Commission and Board of Zoning Appeals as follows: **Motion carried 5-0.**

New Strawn Planning Commission and Board of Zoning Appeals (effective June 1, 2020)

<u>Member</u>	<u>Term Expires</u>
Robert Harkrader, Chairperson	May 31, 2021
*Doug Feldhausen, Vice-Chairperson	May 31, 2021
Kyle Hinterweger	May 31, 2024
*Brian Hanson	May 31, 2024
Richard Mahoney	May 31, 2022

**Extraterritorial positions*

Contract Renewal of City Attorney

Haas moved, seconded by Taylor, to approve the contract renewal of City Attorney Thomas F. Robrahn with no changes. **Motion carried 5-0.**

Ordinance 2020-01 Establishing 2020 Salaries

Croll moved, seconded by Haehn, to approve Ordinance 2020-01 Establishing 2020 Salaries and repealing Ordinance 2019-03. **Motion and second withdrawn.**

The council discussed increases to the mayor and council members pay by **adding \$5.00 per regular meeting and \$5.00 per special meeting for 2020.** The city clerk made corrections to reflect the \$5 per meeting increase and reprinted. (SEE ATTACHED ORDINANCE NO. 2020-01.)

Haehn moved, seconded by Weeks, to approve Ordinance 2020-01 Establishing 2020 Salaries and repealing Ordinance 2019-03. **Motion by show of hands carried 5-0.**

Temporary Season Laborer Position

Weeks moved, seconded by Croll, to approve hiring of Brett Bober for Temporary Seasonal Laborer position for approximately 25 hours per week at the rate of \$12.00 per hour starting May 18 through early to mid-August 2020. **Motion carried 5-0.**

COVID-19

Mayor Petterson discussed the governor's Phase 1.5 with the council. While being outside and using parks is encouraged, the use of the playground, shelter house and park bathrooms will remain closed until further notice. The City will continue to stay informed about updates for Phases 2 and 3.

Finance and Economic Development:

Council Member Haas reported the Water Fund ending cash balance for April is \$33,107.21. The City's water tower payment is due in August.

Community Building Report:

Council Member Croll reported the breaker box relocation at the Community Center was made. A new wash basin has been installed. Council Member Taylor conveyed that Marilyn Bentley plans to resume janitorial/cleaning duties as soon as she is able. The Community Center will be available for rent again starting June 13. The city clerk and assistant city clerk will continue cleaning City Hall until Marilyn is able to return.

Utility Report: Council Member Weeks reported on the following:

Water Usage & Loss Report: N/A

City Water Buildings:

Council Member Weeks noted the cost for repairing the clear well was higher than the original estimate. The city clerk stated the bill and detail from Mac's repair in the amount of \$934.00 was included in the List of Warrants and available to view.

Street Report: Council Member Taylor reported on the following:

Bids for Street Repairs/Street Overlay

Haas moved, seconded by Croll, to accept the bid of Killough Construction for 2020 street repairs/street overlay in the amount of \$99,960.00. **Motion carried 5-0.** (SEE ATTACHED BID)

Drainage

The council discussed drainage issues within the city limits. Maintenance Operator Dwight stated that in the past, drainage has been the property owners' responsibility. He also noted that after digging one ditch, it often causes an issue for a neighbor's drainage.

The Council previously gave its consensus that the Coffey County Commissioners move forward with the Vision 2020 process. The County selected Cook Flatt & Strobel Engineers; however, it will be a long process before finalized.

Croll moved, seconded by Haas, to authorize Maintenance Operator Dwight to contact engineering firms for drainage proposals. **Motion carried 5-0.**

Public Relations: Council Member Haas reported on the following:

Strawnfest 2020

Haas moved, seconded by Taylor, to postpone Strawnfest 2020 and the continue to monitor and reevaluate this summer to decide a future date for the celebration. **Motion carried 5-0.**

City Logo

City Logo ideas requested by Council Member Haas. She asked for three phrases or word ideas to present to Artist Jim Stukey so he can work on the new logo.

Farmers Market

It was a consensus of the council to start the 2020 Farmers Market June 3 and continue through October 14. The city clerk will post information on the City's website at newstrawn.org.

Parks and Recreation Report: Council Member Haehn reported on the following:

Electrical Outlets

Maintenance Operator has on his to-do list.

Seeding Islands

Council Member Haehn would like to see Bermuda grass planted on the two islands at City Lake.

Public Safety Report:

Speeding on Arrowhead Drive

After discussion, it was recommended to mail a letter to New Strawn residents to make them aware of speeding issues within the community and to be mindful of small children riding bikes and playing, and residents walking along streets. The city attorney concurred.

Speed Bumps

If speeding problems persist, speed bumps will be considered and/or hiring police officer to patrol streets. Maintenance Operator Dwight will contact companies for pricing.

New Business: N/A

Old Business:

Nuisance Property Deadline

Council Member Haehn stated he would like Prairie Winds Golf Course added to the list of nuisance violations. He noted the owners need to be held accountable.

Golf Course

There was discussion regarding mowing needed at the golf course. The city clerk noted Chris Allen, Code Enforcement Officer, signed Mowing Violation Letters which were mailed on May 14 with copies of Ordinance No. 2015-04 & Article 4 giving ten (10) days for mowing to be completed. If mowing is not completed, the City will mow at a charge of \$200 per hour with a one-hour minimum. The City cannot mail violation letters before violation occurs.

Correspondence: N/A

Mayor Petterson adjourned the meeting at 9:24 p.m.