

CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, November 14, 2019

Present were: Mayor Mark Petterson

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

Staff Present: Ron Parkey, City Superintendent
Joni Hernandez, City Clerk
City Attorney, Tom Robrahn (arrived at 7:20 p.m.)

Others Present: Bob Saueressig, County Commissioner

Patrons present: None

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:

Move from Under Staff Reports – Zoning Administrator to Mayor’s Report

- d. Casey’s General Store – Cereal Malt Beverage for 2020

Under Mayor’s Report

- e. Appoint Planning Commission Member
- f. 2020 Vision

Under New Business

- d. Executive Session to discuss Non-elected Personnel with City Attorney present

Under Old Business

- b. Nuisance Properties

Haehn moved, seconded by Croll, to approve the agenda with amendments and additions.

Motion carried 5-0.

Approval of Consent Agenda:

- Move to approve the October 10, 2019 council meeting minutes
- Move to approve the Warrants dates October 11, 2019 through November 14, 2019 in the amount of \$10,675.29

- Move to approve the October 2019 Payroll in the amount of \$11,858.22

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

Public Comments: County Commissioner Bob Saueressig reminded the Council a meeting is scheduled for Monday, November 18, 2019 at 1:30 p.m. at the courthouse basement regarding KOMA (Kansas Open Meetings Act) and KORA (Kansas Open Records Act).

Financial Reports: Taylor moved, seconded by Haehn to approve additional warrants in the amount of \$23,755.65. **Motion carried 5-0.**

Staff Reports:

City Superintendent Report (written report submitted)

- Sewer Maintenance scheduled in city limits December 17 & 18
- Steven helped install new playground equipment
 - Removed old concrete bases
 - Went to KC to pick up ground cloth (felt)
 - Fastened with ground staples
 - Re-scattered old mulch
- More mulch needed for new playground equipment for correct depth
- Dug up two (2) water meters for small leaks (leaks are on customers' side)
 - Put new meter pits on both sides
- Mowed
- Telemetry for water system not working due to non-functioning radios
 - New radios ordered
- Replaced sump pump at water tower
- Flat tires on truck and equipment repaired
- Read meters for new customers
- New flag poles ordered to replace damaged poles along Highway 75
- Flag pole at Community Center damaged
 - Plan to repair next week
- Ball infield dirt removed by County (THANK YOU to Bob Saueressig and Wayne Blackburn)
 - Hauled half of dirt – County grader helped on half
- Killough Construction repaired cracks in asphalt that were need from the 2018 project
- Sick leave and vacation

Parkey thanked Council Member Jim Weeks for his assistance in picking up damaged flag poles.

City Superintendent Parkey agreed with Council Member Haehn's recommendation to use galvanized pipe rather than steel conduit for the flag poles along Highway 75.

City Clerk Report (written report submitted)

- Franchise Fees - Mediacom
- Internet Services
- KOMA/KORA Training
- KPERS
- Newsletter
- Special Highway Fund Distribution
- Strawnfest

- Swimming Pools
- Violations
- Website
- Correspondence
 - FEMA
 - Resolution – Hazard Mitigation Plan
- Foster & Associates
 - Bickley Foster phone call (October 22)
 - Waverly City Clerk phone call (November 7)
 - Purchase of books for building permits with customer check list (waiting on quote/price)
- Computer
 - Effective January 14, 2020, Windows Version 7 will no longer be supported by Microsoft or QuickBooks
 - Upgrade to Windows 10
 - New computer needed (City Clerk will have options at December meeting)

City Attorney Report

City Attorney Tom Robrahn reported that he attended the League meeting in Wichita last month. He stated the current policy in place for public participation is a good policy.

Ditch Ownership

Robrahn answered Council Member Haehn's question regarding ditch ownership. Mowing of the ditch is the customer's responsibility; however, drainage issues are the City's responsibility.

Resolution 98

County Commissioner Bob Saueressig was asked by the city attorney to discuss the Resolution on the agenda. Bob explained that if there is a disaster in New Strawn, FEMA (Federal Emergency Management Agency) support and money will not likely be an option without passage of the resolution.

City Attorney Robrahn noted the Hazard Mitigation Plan should be listed as a resolution rather than an ordinance. City clerk will make correction.

Weeks moved, seconded by Croll, to approve Resolution 98 adopting the Kansas Homeland Security Region J Hazard Mitigation Plan. **Motion carried 5-0.**

Dogs (Citation for Untagged)

City Attorney Tom Robrahn addressed the situation regarding unvaccinated/untagged dogs. This falls under code enforcement. A municipal court citation request from the City will be necessary. Mayor Mark Petterson reported that he has spoken to a candidate for code enforcement officer who may be attending the meeting.

Zoning Administrator Report (Mayor Petterson)

Building Permits Issued:

- Colin & Allie Sleezer – Above-ground swimming pool and deck

Mayor's Report

Appoint Code Enforcement Officer

The mayor stated the individual he has been in contact with regarding the code enforcement position was going to try to attend tonight's meeting. After calling him (from the meeting), he was unable to attend; however, he is still interested and would like to visit with the council at a future meeting.

Appoint Zoning Administrator

Weeks moved, seconded by Haehn, to RATIFY the mayor's appointment of Martha Newkirk as Zoning Administrator at a pay rate of \$80 per month. **Motion carried 5-0.**

Approve Code of Ordinances (Updated by American Legal Publishing/League of KS Municipalities)

City Attorney Tom Robrahn explained that he instructed City Clerk Joni Hernandez to contact American Legal Publishing to obtain a sample ordinance to be updated and placed on the next agenda.

Casey's General Store – CMB License for 2020

Croll moved, seconded by Weeks, to approve the 2020 Cereal Malt Beverage License for Casey's General Store. **Motion carried 5-0.**

Appoint Planning Commission Member

Haas moved, seconded by Weeks, to RATIFY the mayor's appointment of Richard Mahoney as Planning Commission Member of New Strawn, Kansas to fill the unexpired term of Dale Williams. **Motion carried 5-0.**

2020 Vision

Mayor Petterson and County Commissioner Bob Saueressig reported about the meeting held on November 7 at the Coffey County Courthouse given by County Engineer Wayne Blackburn. One engineer firm will be selected and \$50,000 will be paid by Coffey County to help cities with grant funding, KDOT, federal funds, etc. to get projects ready. They will host community meetings and help with ideas to benefit the communities who participate.

Haas moved, seconded by Weeks, to commit to the first phase of Vision 2020. **Motion carried 5-0.**

Finance and Economic Development:

The city clerk thanked Council Member Haas for her assistance with the Special Highway Fund monies and new playground equipment fund distribution between General and Park funds.

Community Building Report:

Council Member Richard Croll presented blueprint and lists of proposed remodeling project of the community building with a preliminary bid from Michael Abendroth in the amount of \$51,513. Croll will be obtaining a second and possibly third quote by next week.

Utility Report: N/A

Street Report:

Council Member Taylor reiterated what City Superintendent Parkey previously reported that Killough Construction repaired cracks from 2018 street project.

Public Relations:

Council Member Jeanne Haas reported on the following:

Lawn of the Month Contest

October Winner – Shaun and Cassy Phillips at 127 Cheyenne Street. The city clerk sent letter of congratulations and \$25 Chamber Bucks certificate and posted on website.

December contest judging will take place weekend of December 14. Winner to be announced by December 20.

Veterans Banners

Three new banners were added this year. Haas thanked the city superintendent and Council Member Weeks for picking up broken poles. Also, thank you to Steve Lewis with Floyd Lewis Foundation and Lyon-Coffey Electric for their assistance with the project.

Strawfest 2020

Council Member Haas went over a new list of ideas for the Council's consideration of Strawfest 2020 to make it an all-day celebration for its 50th anniversary. Recommendations included:

- FREE biscuits and gravy breakfast
- Blaze the Trail 5K Walk/Run
- Fishing Derby
- Activities & Games
- Antique Tractor Parade
- Car Show
- Balloon Art
- Castle Bounce House/Inflatables (need to find out if liability insurance cost is feasible)
- Face Painting
- Hot Wheels Racing
- Obstacle Course
- Putt Putt Golf
- Turtle Races
- Live Music
- Money Hunt for kids
- Water Gun Spray
- Helicopter Display
- Kansas Highway Patrol Car Display
- Kansas National Guard Humvee Display
- Kansas Wildlife Gun Safety/BB Gun Range
- FREE Hotdog Feed
- Strawfest 2020 Koozies, Pens, other promotional items)
- Strawfest 2020 T-shirts (for sale)
- Schedule for the day's events
- Outside Vendors/Groups
- Family Movie Night in City Park
- Logo Contest
- Snow Cones
- Popcorn
- Donations
- Ribbon Cutting for Community Center Remodel and New Playground Equipment
- Wolf Creek Appreciation in conjunction with Strawfest (will need to contact to see if interested)

Parks and Recreation Report:

Baseball Fields/Soccer

Council Member Gary Haehn thanked Ron Parkey and Bob Saueressig for help in removing 3" to 6" of rock and dirt from baseball field before deadline of November 15. Haehn will contact BRC Director Scot Jeffers for further discussion.

Jones Park Sign Update

Council Members Gary Haehn reported the city clerk will submit receipts to The Jones Foundation for reimbursement.

Playground Equipment Update

Council Member Haehn gave kudos to Maintenance employee Steven Dwight for all his work on the new playground equipment.

Taylor moved, seconded by Croll, to approve purchase of five bags (2,000 lbs. each) of rustic redwood mulch from Recycled Rubber Products for \$565 each with maximum freight cost of \$600 for a total of \$3,425 with half to come from General Fund and half from Park Fund.

Motion carried 5-0.

City Superintendent was instructed to contact Recycled Rubber Products whether freight cost will remain at \$600.

Haehn requested that notice be posted regarding new playground equipment. He noted that it is expensive and needs to be taken care of for future use as it is designed for ages five (5) and under.

Trout Purchase

Haas moved, seconded by Taylor, to approve purchase of up to \$2,500 worth of trout to be stocked in the City Lake contingent on receiving a \$1,500 contribution from USD 244/Burlington Recreation Commission with \$1,000 charged to Park Fund and balance to General Fund.

Motion carried 5-0.

Public Safety Report:

Mayor Petterson updated the Council on the Code Enforcement Officer position which was previously approved for pay of \$15 per hour up to six hours per week to be reviewed after six months which would be in December; however, the position has yet to be filled. Petterson had a recommendation. It was a consensus of the Council to meet the candidate.

It was a consensus of the Council to give notice that a Special Meeting will be held Tuesday, November 26, 2019 at 5 p.m. to discuss the following:

- I. Code Enforcement Officer
- II. Community Building Remodel Project
- III. Ordinance 2019-07 (Approve Code of Ordinances)

New Business:

Christmas Open House

Council Member Haas reported Christmas Open House will be held Tuesday, December 10 during regular business hours.

Haas moved, seconded by Haehn, to have Christmas Open House refreshments and drawings for Coffey County Chamber Bucks with budget not to exceed \$150 to be paid from the General Fund. **Motion carried 5-0.**

Christmas Eve Holiday

Haas moved, seconded by Weeks, to set Christmas Eve 2019 as an additional paid holiday and give bonuses to employees as of October 31 as follows:

Full-Time Employees: Net \$75 Bonus (Ron Parkey & Steven Dwight)

Part-Time Employees Net \$50 Bonus (Brenda Klubek, Doris McBride, Joni Hernandez & Robert Williamson)

Employee Evaluations

Mayor Petterson reminded Council that employee evaluations are to be completed and returned for evaluations to be performed in December.

Executive Session to discuss non-elected personnel

Weeks moved, seconded by Haehn, to go into executive session for ten minutes at 9:21 p.m. in the back room of City Hall to discuss non-elected personnel with City Attorney present. **Motion carried 5-0.**

The Council returned to regular session to the board table/room at 9:31 p.m. **No action taken.**

Old Business:

Drainage

Council Member Haehn noted there are still drainage issues that need to be completed. City Superintendent inquired if an engineer is needed due to many culverts being higher on one end. Council Member Haas suggested drainage issues need to be reported to City Hall. Mayor Petterson stated a list to prioritize streets with drainage concerns will be helpful for future projects.

Nuisance Properties

Council Member Haehn inquired about steps needed to get citizens to clean up nuisance properties. City Attorney Tom Robrahn concurred with the mayor a list will be needed for new code enforcement officer.

Correspondence: N/A

Mayor Petterson adjourned the meeting at 9:38 p.m.