

**CITY OF NEW STRAWN  
COUNCIL MEETING  
Thursday, December 12, 2019**

Present:  
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  
Tom Robrahn, City Attorney  
Martha Newkirk, Zoning Administrator

Others Present:  
Bob Saueressig, County Commissioner  
Wayne Blackburn, County Engineer

**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:**

Under Parks & Recreation Report

- d. Cleanup

Under Staff Reports - Zoning Administrator

- a. Buildings/Sheds

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

**Approval of Consent Agenda:**

- Move to approve the November 14, 2019 council meeting minutes
- Move to approve the November 26, 2019 council special meeting minutes
- Move to approve the Warrants dated November 15, 2019 through December 12, 2019 in the amount of \$14,802.86
- Move to approve the November 2019 Payroll in the amount of \$12,119.35
- Move to pay League of Kansas Municipalities 2020 membership dues in the amount of \$508.33

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

**Public Comments:** None

**Financial Reports:**

Taylor moved, seconded by Haehn to approve additional warrants in the amount of \$2,736.14. **Motion carried 5-0.**

**Staff Reports:**

**City Superintendent Report** (written report submitted)

- Ordered Rubber Mulch (wrong color delivered-ordered red; brown was delivered)
- Street signs-need list of lights to be replaced
- Install Jones Park Sign

- Finished removing dirt at baseball field
- Fixed leaking water meter on Lake Road
- Read water meters
- Smooth dirt in ditch at City Hall
- Fixed flagpole and put flag up at Community Center
- Contacted vendor to replace broken glass door at Community Center (Fixed 11/29/2019)
- Took KDHE water and lagoon samples for testing
- Replaced lights at City Shop
- Reprogrammed door openers
- Made new poles for flags along Main Street
- Annual Sewer Maintenance now scheduled in city limits for December 18 & 19
- Put salt spreader and snow blade on (Ready for inclement weather)
- Greased and serviced dump truck
- Pushed burn pile several times
- Contacted Lyon-Coffey Electric to repair connections on pole transformer (Community Center outlets were issue before)
- Took down Veterans Banners
- Started vacation on December 3
- Cleaned park bathrooms/trash at Park-emptied
- Checked Community Center
- Christmas Lights
- Utility Maintenance
- Lights on Tower
- Fixed dip sign
- Someone leaving water running at Jones Park
- Received bids to replace four tires on skid steer

City Superintendent Parkey noted that the committee for Streets/Signs will need to decide what is needed or if all should be ordered at the same time. The cost will be \$30 each.

Haas moved, seconded by Haehn to approve the purchase of a set of four tires for skid steer from Leroy Cooperative at \$197 each plus disposal fee. **Motion carried 5-0.**

**City Clerk Report** (written report submitted)

- Audit scheduled for February 27
- Community Center door broken – Waiting for invoice
- Computer quotes
- Insurance Commissioner-Submitted copy of Ordinance No. 2019-07 as instructed by League of Kansas Municipalities after Codification approved
- KOMA/KORA Training
- Mediacom Rate Adjustment Notification beginning January 1, 2020
- MT Networks
- Ordinance 2019-08 UPOC (to replace duplicate of Ordinance No. 2019-04)
- Correspondence/Thank you note
- Website

Haas moved, seconded by Haehn, to approve purchase of Dell desktop computer with software to include Microsoft Office Home & Business Pro 2019, Outlook, Excel, Word, PowerPoint and Laplink Software PC Mover Pro and dual (two) 24" Dell monitors for a cost of no more than \$1,300 to be paid from the EQUIPMENT RESERVE Fund.

Council Member Croll commented that a solid-state driver would be a better option than a regular hard drive computer. The city clerk will contact Dell to inquire regarding any additional cost. She noted that the quote included sales tax and will be reduced after Dell inputs the City's tax-exempt status on the account.

Haas amended her motion to read "at a cost of no more than \$1,400". **Motion carried 5-0.**

### **City Attorney Report**

City Attorney Tom Robrahn explained that the city clerk noticed a duplicate use of Ordinance No. 2019-04; therefore, the UPOC will need to be assigned a new ordinance number.

Weeks moved, seconded by Croll, to adopt the 2019 Uniform Public Offense Code No. 2019-08 regulating public offenses within corporate city limits of New Strawn, Kansas; incorporating by reference "Uniform Public Offense Codes for Kansas cities," Edition 2019; providing certain penalties and repealing Ordinance 2018-06. **Motion carried by a show of hands 5-0.**

### **Code Enforcement Officer Report**

Mayor Petterson stated that he will be showing Code Enforcement Officer Chris Allen around the city. He will keep him updated. A shirt, hat, or jacket will need to be ordered for him.

### **Zoning Administrator Report**

Building Permits Issued:

- Coffey County Fire District – Cargo Container Training Facility

There was discussion regarding buildings/sheds that are along the golf course parking area. Council members were concerned they may be a traffic hazard. Zoning Administrator Martha Newkirk will review the code book and regulations regarding streets and street easements.

It was a consensus of the Council that the zoning administrator may attend zoning meetings with the cost of attendance, registration, etc. to be paid by the City.

There was discussion regarding the building permits and if the city clerk and assistant city clerk are explaining that work should not begin until permits are approved by the zoning administrator. Martha stated the information is already on the application. The city clerk stated that she will reiterate that specific information to applicants when giving forms to them in the future.

### **Mayor's Report**

#### **County Engineer Wayne Blackburn – Community Planning**

County Engineer Wayne Blackburn reported Coffey County will be selecting an engineering/consulting firm 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. He asked for a consensus from the Council on which firm they would prefer noting the County Commissioners will have the final selection from BG Consultants, Cooke Flat & Strobel Engineers, and Schwab Eaton. The consensus of the City of New Strawn is to work with Cook Flatt & Strobel Engineers.

Blackburn continued to explain cities need to build a plan with a "wish list" and to "dream big" knowing they will later need to prioritize to what is feasible. He discussed KDOT grants and shared grants will be applied for; however, there is competition. County Commissioner Bob Saueressig noted Johnson County has always been competition since they have a higher traffic volume.

Blackburn noted meetings will begin early Spring with reports by end of 2020. Mayor Petterson stated he is hopeful they will consider safety as the main focus when issuing grant funding.

#### **Finance and Economic Development:**

Council Member Haas noted that finances are on track. Parks and Recreation Fund is lower due to the recent large purchase of new playground equipment and new mulch.

#### **Community Building Report:**

Taylor moved, seconded by Weeks, to authorize Mayor Mark Petterson and Council Member Richard Croll to attend Coffey County Commission meetings to speak on behalf of the Council when requesting funds for the remodeling project of the Community Center. **Motion carried 5-0.**

**Utility Report:** N/A

**Street Report:**

Council Member Taylor reported she asked City Superintendent Parkey for estimates for street projects over the next two years. Ron noted numbers he provided include a 10% overrun. They will prioritize what streets are needed for 2020.

Parkey stated if drainage issues are to be resolved, an engineer will be needed to determine if proper angles are met. Council Member Haehn agreed. The mayor stated the Council can include that in the list to be addressed by the information of which County Engineer Wayne Blackburn reported. Council Member Taylor commented that in past street report projects, drainage was not included but can be in the future.

Mayor Petterson noted weather forecast is calling for 2 to 4 inches of snow. Parkey stated Maintenance/Steven Dwight will have ready this weekend.

**Public Relations:**

Council Member Jeanne Haas reported on the following:

Yard of the Month Contest

December contest judging needs to take place this weekend and votes to Joni by Monday morning.

Christmas Open House Drawings

Winners of Chamber Bucks:

- \$25 Levan Skillman
- \$10 Cheryl Treptow
- \$10 Brett Brinegar
- \$10 Connie Clavin

It was noted there was not a big turnout for the Christmas Open House. County Bob Commissioner suggested trying next year on the same date that Citizen State Bank hosts which is after mid-month. Taylor and Haas agreed customers can still enter drawing up to that date and the mayor along with one or two council members can meet to draw for prizes since regular council meeting will be prior to the open house.

Strawnfest 2020

Haehn moved, seconded by Weeks, to allow the City to spend up to \$6,000 for Strawnfest 2020 with \$2,000 to be spent from PARKS Fund and \$4,000 from GENERAL Fund. **Motion carried 5-0.**

Haas reported in conjunction with the T-Shirt logo contest, she would like to have up to 40 sponsors. Sponsors will be asked to donate \$10 to be listed on the backs of the shirts. County Commissioner Bob Saueressig made a personal donation.

**Parks and Recreation Report:**

Baseball Fields/Soccer

Council Member Gary Haehn reported dirt has been removed from the baseball field. Parkey stated more dirt work is needed. Haehn will contact BRC Director Scot Jeffers for further discussion.

Jones Park Sign Update

The city clerk spoke with The Jones Foundation Director Sharon Tidwell in Emporia to inquire about sending receipts for reimbursement. The director said the letter from Council Member Gary Haehn was

submitted to the trust. She said if approved, the City will receive a letter asking for copies of receipts to be submitted. She also explained her office in Emporia does not get notification of approvals and any future requests will require an online, six-page application. From there, the advisory committee in Emporia will submit applications to the trust administrator in Kansas City. The trust administrator will then forward to the Board of Directors and final approval will be determined by a Bank of America committee. Haehn stated he will continue to contact The Jones Foundation for reimbursement.

#### Playground Equipment Mulch Update

It was a consensus of the Council for Parkey to negotiate a lower cost per bag/ton with Recycled Rubber Products due to the wrong color of mulch being shipped. Parkey will ask for \$200 less per bag. If that is not agreeable, he will ask for \$150 less per bag. Council agreed.

#### Cleanup

Haehn suggested, "No Dumping" of any kind be allowed in ditches along trees north of the baseball field. Parkey will have signs made and start cleaning up the area.

**Public Safety Report:** N/A

**New Business:** N/A

**Old Business:**

#### Employee Evaluations

Haas moved, seconded by Taylor, to hold a Special Meeting Friday, December 27, 2019, at 2:30 p.m. to discuss Employee Evaluations with personnel. **Motion carried 5-0.**

All staff and other attendees left the meeting except for the Mayor and Council Members.

Haas, moved, seconded by Haehn, to go into executive session for 30 minutes at 8:50 p.m. to discuss non-elected personnel for the purpose of employee evaluations. **Motion carried 5-0.**

The Council returned to regular session at 9:20 p.m. **No action taken.**

Haas, moved, seconded by Haehn, to go into executive session for 20 minutes at 9:21 p.m. to discuss non-elected personnel for the purpose of employee evaluations. **Motion carried 5-0.**

The Council returned to regular session at 9:41 p.m. **No action taken.**

Haas, moved, seconded by Haehn, to go into executive session for 25 minutes at 9:42 p.m. to discuss non-elected personnel for the purpose of employee evaluations. **Motion carried 5-0.**

The Council returned to regular session at 10:07 p.m. **No action taken.**

**Correspondence:** N/A

**Mayor Petterson adjourned the meeting at 10:14 p.m.**