

CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, August 13, 2020

Present were: Mayor Mark Petterson

Council Members: Richard Croll
Jeanne Haas
Gary Haehn
Rhonda Taylor (arrived at 7:05 p.m.)
Jim Weeks

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

Others Present: Bob Saueressig, Coffey County Commissioner
Bobbi Gellhaus, TrustPoint, CISR, Insurance Agent

Call to Order: Mayor Mark Petterson called the meeting to order at 7:03 p.m.

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

2021 Budget Hearing: Haehn moved, seconded by Weeks, to enter into a Budget Hearing for the 2021 proposed Budget. **Motion carried 4-0.**

Taylor arrived at 7:05 p.m.

Mayor Petterson explained the proposed budget for 2021, if approved, will raise \$151,341 from property taxes at a tax rate of 40.000 mills.

He asked if there were any comments regarding the budget. County Commissioner Bob Saueressig asked if the City of New Strawn is at its tax lid. Mayor Petterson answered the City is not and has consciously remained lower.

Haehn moved, seconded by Croll, to close the Budget Hearing for the 2021 proposed Budget. **Motion carried 5-0.**

Agenda Additions and/or Amendments:

Amended:

Under Staff Reports/City Attorney

- Remove Ordinance 2020-03 Standard Traffic Ordinance (STO) was not needed since it was "republished" without changed from 2019 rather than "published" for 2020
- Amend by renumbering Ordinance from 2020-04 to 2020-03 Uniform Public Offense Code (UPOC)
- Amend by renumbering Ordinance from 2020-05 to 2020-04 Zoning/Mobile Tiny Homes (2020-05 not yet used)

ADDED Under New Business

- b. City Clerk Amended Resignation

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

Approval of Consent Agenda:

- Move to approve letter of engagement for services with Jarred, Gilmore, Phillips, PA for the purpose of performing the Audit for year ended December 31, 2020, not to exceed \$5,000
- Move to approve letter of engagement for services with Jarred, Gilmore, Phillips, PA for the purpose of performing the Budget Preparation for years ended December 31, 2021 AND 2022, not to exceed \$1,400
- Move to approve Budget Workshop & Audit Review meeting minutes of July 9, 2020
- Move to approve the July 9, 2020 regular council meeting minutes
- Move to approve the July 23, 2020 special council meeting minutes
- Move to approve the Warrants dates July 13, 2020 through August 13, 2020 in the amount of \$72,934.36
- Move to approve the July 2020 Payroll in the amount of \$13,606.07

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

Public Comments:

None

Financial Reports:

Haas moved, seconded by Taylor, to accept the 2021 Budget as published. **Motion carried 5-0.**

Mayor Petterson reminded all council that three copies of the budget need to be signed by him and all members.

Weeks moved, seconded by Taylor, to approve additional warrants in the amount of \$4,449.88.

Motion carried 5-0.

Staff Reports:

Zoning Administrator Report

Zoning Administrator Martha Newkirk reported she has been taking several phone calls. No requests for building permits this month. She also articulated that she will miss working with City Clerk Joni Hernandez and appreciated how helpful she has been.

Code Enforcement Officer Report (not present/written report submitted)

- Spoke with property owner on 3rd Street
- Spoke with golf course owner who has started mowing
- Mowing violation letter was sent to mortgage lender for property at 400 W. Decker

Maintenance Operator Report (written report submitted)

***QUOTES FROM:**

- American Equipment for Salt Spreader Extension*
- Core & Main for Meter at Pump House*
- Recycled Rubber Products – Rubber Mulch*
- Thweatt Electric – LED Lighting for City Shop*
- Core & Main – Radio Meter Read System*
- Daily water samples

- Monthly water samples
- Salt spreader installation completed
- Used bushhog on City easements
- Preparing for sewer cleaning (cutting trees down around manholes)
- Flushing water out of mains (City of Burlington started Free Chlorine Burnout on Aug. 3)
- Exercising air release valves
- Meter pit full of water, leak was on customer's side and customer will contact plumber

Croll moved, seconded by Taylor, to approve purchase of salt spreader extension kit from American Equipment in the amount of \$1,037 to be paid from Equipment Reserve Fund. **Motion carried 5-0.**

Haehn moved, seconded by Weeks, to approve purchase of rubber mulch for five one-ton bags of rubber mulch not to exceed \$3,000 including shipping to be paid from Park Fund. **Motion carried 5-0.**

Council Member Croll noted outlets behind closet at the Community Center need to be checked by Thweatt Electric. Maintenance Operator Steven Dwight will contact them.

Council Member Weeks gave kudos to Steven Dwight for flushing fire hydrants to switch to free chlorine.

City Clerk Report: (written report submitted)

- Applications received for city clerk position
- Code Enforcement embroidered jacket received/No charge due to delay
- COVID-19 Expense Items
- Delinquent water bill emailed to mortgage lender of a property in foreclosure
- Distribution: 2020 Highway Funds
- Franchise Fees: 4 Rivers Electric will be mailing
- Kansas Dept. of Labor
- Kansas Set-Off Program
- League Correspondence
- Resignation amended – Last day will be August 31
- Valnet
- Veterans Banner Project
- Website (Tracy with IM Design as of Aug 12 and has finished working on the word searchable items as requested. She will upload to City website.

City Attorney Report:

Weeks moved, seconded by Taylor, to adopt Ordinance 2020-03 for the 2020 Uniform Public Offense Code regulating public offenses within corporate city limit of the City of New Strawn, Kansas; incorporating by reference "Uniform Public Offense Codes for Kansas Cities," Edition 2020; providing certain penalties and repealing Ordinance 2019-08. **Motion passed 5-0 by show of hands.**

Weeks moved, seconded by Croll, to adopt Ordinance 2020-04 amending Zoning Regulations to read as follows:

A. Article 6 B 1 of the Zoning Regulations and Subdivision Regulations of the City of New Strawn, Kansas. Off-street parking and loading space as regulated by Article 5 of these regulations, including detached garages and carports. On lots which are not over 8,000 square feet in size for single and two-family dwelling units and all types of manufactured and mobile homes such structures may contain incidental space for

storage and other uses and are limited to one each per zoning lot not over 720 square feet in gross floor area for a garage and 400 square feet for a carport, unless a conditional use is approved by the Board of Zoning Appeals for a larger structure. Similarly, on lots over 8,000 square feet in size, detached garages shall not exceed **1,500 square feet** and carports 600 square feet.

B. Article 4 Section 105 MH-1 Manufactured Home Park District shall be amended to read:

The district is established to provide for new or the expansion of medium density manufactured home parks where all types of manufactured and mobile homes plus RV campers, **mobile tiny homes**, and single-family portable housing structures may be located. Homes will not be allowed on individually owned zoning lots; however, homes may occupy space for rent and no more than 20% of the spaces may be occupied by homes for rent. Parks may be further governed by any applicable Manufactured Home Park Regulations.

A. Permitted Uses.

1. Manufactured home parks with all types of manufactured and mobile homes plus RV campers, mobile tiny homes, and portable housing structured including related facilities for the residents, such as:
 - a. Child care center and preschools and day care homes.
 - b. Recreational facilities such as playgrounds, swimming pools, tennis courts, shuffleboards, ball fields and lakes providing boating and fishing.
 - c. Recreation or community buildings, washrooms, rest rooms, laundry facilities, storm shelters, outdoor storage areas for vehicles and offices for the park.

Motion passed 5-0 by show of hands.

Mayor's Report:

TrustPoint Insurance, Bobbi Gellhaus, CISR, Insurance Agent

Bobbi Gellhaus delivered an EMC Safety dividend/refund check for \$4,491.63 which is based on percentage of premium. The mayor and council thanked her. Bobbi noted she is sorry to see Joni will be leaving and has been great to work with. Joni thanked Bobbi for being helpful and professional as well as so knowledgeable.

CARES Act Fund

The mayor thanked Joni and Steven for working on an updated application submitted earlier with new deadline of August 14. They were able to obtain bids for Coronavirus Relief Funds for hands-free sinks and toilets, hand sanitizing stations, paper towel dispensers, and doors for City buildings/facilities. Zoning Administrator Martha Newkirk noted new application looked good, and other items can be presented in the future.

Finance and Economic Development: N/A

Community Building Report:

Council Member Croll asked if more paper towels can be ordered for the building. Steven will place an order.

Utility Report: Council Member Weeks and Mayor Petterson reported on the following:

Water Usage & Loss Report (reported included in packet)

Corps of Engineers Sewage (ASK STEVEN FOR WORDING OF MINUTES)

Maintenance Operator Steven Dwight spoke with Eugene Goff, COE regarding sewer options for the COE building, Riverside East and Dam Site campgrounds.

Steven explained 150 gallons per day of sewage water is the average flow.

Steven will obtain a list from Kansas Rural Water Association (KRWA) such as how many campers utilize the area and a rate study.

Street Report: Council Member Taylor reported Killough Construction has an equipment problem causing delay of laying asphalt. They will try to complete the asphalt work in October.

Public Relations: Council Member Haas reported on the following:

Dedication of Community Center Remodel Project & New Playground Equipment

Council Member Jeanne Haas reported Raymer Enterprises has agreed to provide music for two hours during the dedication if it's approved. She noted that WCNOC will donate \$1,000 towards the dedication; however, funds have not been received yet since a final decision needs to be made by the Council. There will not be a Hot Wheels event for kids. Other possible ideas could include an Open House for the community to view the remodel project. After discussion, it was a **consensus** of the Council that a dedication/ribbon cutting not take place this year due to COVID-19 and safety issues; rather wait until next year to celebrate **Strawnfest**.

City Logo

The Council looked over options of Jim Stuke's drawings. Council Member Haas will take the Council's request to him to finalize.

Parks and Recreation Report:

The council discussed re-seeding of islands at the City Lake. Council Member Weeks noted Spring is best season to plant Bermuda grass.

Public Safety Report:

Speeding Control Device

Haehn moved, seconded by Weeks, to purchase up to eight (8) "20 MPH Speed Limit" signs not to exceed \$500 to be paid from Special Highway Fund. **Motion carried 5-0.**

New Business:

City Clerk Position

Taylor moved, seconded by Haas, to offer employment to Billy Flanery as City Clerk for approximately 32 hours per week at the rate of \$14.00 with hire date to begin August 27, 2020. **Motion carried 4-1. (Haehn abstained)**

Old Business:

Drainage

Maintenance Operator Steven Dwight noted that engineers do not recommend a French drain and surface flow run-off/sump pumps are a problem.

Mayor Petterson adjourned the meeting at 8:14 p.m.