

CITY OF NEW STRAWN
MINUTES OF
BUDGET HEARING & COUNCIL MEETING
Thursday, August 9, 2018

Present: Mayor Mark Petterson
Council Members:
Richard Croll
Jeanne Haas
Gary Haehn
Rhonda Taylor
Jim Weeks (by phone from 7:55 p.m. to 8:20 p.m.)

Others present:

City Attorney Tom Robrahn
City Clerk Joni Hernandez
City Superintendent Ron Parkey
Zoning Administrator Carl Ware
County Commissioner Bob Saueressig
Jeff Chandler, Jeff Chandler Towing Business
Steve Templeton, Big Daddy Fireworks

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.

Haas moved, seconded by Haehn, to enter into a Budget Hearing for the 2019 proposed budget. **Motion carried 4-0.**

The mayor explained that the proposed budget for 2019, if approved, will raise \$150,778 from property taxes in New Strawn at a tax rate of 40.840 mills which is a slight increase of 0.192 mills over last year. **(SEE ATTACHED CERTIFICATE)**

He asked if anyone present had any questions regarding the budget. No questions asked.

Taylor moved, seconded by Croll, to close the Budget Hearing for the 2019 proposed budget. **Motion carried 4-0.**

Agenda Additions:

Under Financial Reports

c. Approve 2019 Budget

Under Mayor's Report

Welcome to New Strawn Sign

Under Old Business

- a. New Strawn Apartments
- b. Jeff Chandler Towing Business

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

Public Comments:

Jeff Chandler of Jeff Chandler Towing Business informed the Council that he will be holding a public car auction on September 22, 2018 starting at 9 a.m. He will be taking vehicles on consignment from the 15th to the 25th. Buyers will have until the 25th to remove the auctioned vehicles. If not removed by the 25th, he will move them on the 26th. The road will be open to the public. He will ask Bahr Storage if they will allow parking during the auction to help alleviate congestion.

Consent Agenda as presented:

Haehn moved, seconded by Haas, to approve the consent agenda as presented. **Motion carried 4-0.**

Financial Reports:

City Clerk Hernandez explained to the Council that she has been in contact with the CPA's from Jarred, Gilmore and Phillips regarding the Cash Balance Sheet and Revenue/Expenditure to Budget Comparison reports that are not balanced. It was determined by the CPA's that the reports in question will have to be corrected from January to date. Transfers need to be recorded in QuickBooks from year ending 2017: \$20,000 from General Fund to Equipment Fund and \$3,000 from Trash Fund to Equipment Fund. There is also \$169.19 payroll liability from January in the General Fund that needs to be adjusted.

CPA Sarah Stockwell helped with the second quarter posting and let Hernandez know of the initial problem. Hernandez received a return phone call from auditors that there is a set-up issue of the unemployment rate calculating an additional entry which is causing errors. Hernandez explained that the correct amount is being reported and paid via the Kansas Department of Labor website; however, since the City is a municipality, it is not subject to the excess wage reporting over \$14,000.00. The second quarter unemployment is posting partial to payroll liability and partial to expense account. The recommendation by the auditors is to wait to correct QuickBooks before the first payroll of 2019 to prevent further complications. That means the unemployment will continue to calculate incorrectly for the third and fourth quarters and will need to be adjusted at year-end.

Hernandez agreed to make necessary corrections, but due to timing of conversations with the CPA's, she was unable to complete them for the current Council meeting date. She thanked the Mayor and Council for its patience in getting the reports balanced by September. She also explained that the Accounts Payable, Additional Warrants and Payroll Expense reports are balanced and ready for approval.

Croll moved, seconded by Haas to approve the additional warrants in the amount of \$4,242.58. **Motion carried 4-0.**

Haas moved, seconded by Taylor to approve the City of New Strawn 2019 Budget as printed. **Motion carried 4-0.**

Staff Reports:

City Superintendent Ron Parkey

Parkey reported on the following items:

- Mowing letters will be sent for those who are not in compliance with the ordinance
- Removed sandbox at City Park
- Installed two new bucket swings on playground
- Repaired step on playground equipment
- Repaired light switches at Shelter house in park
- Repaired concrete anchor on auto fish feeder
- Cleaned up horseshoe pits
- Dug out rotted stump
- Painted electric boxes
- Painted basketball goals
- Painted barbeque grill at Jones Park
- Another grill needs to be replaced
- Trimmed trees around park
- Rock sign damaged – Received quote from Fisher Rocks
- OK Kids/Brad Hageman made \$1,000.00 donation for fish
- Street Project Community Bldg. Parking Lot–Dirt work to begin last week of August
- Street project/Killough Construction will begin first week of September
- Dumpster will be moved during that time
- Water Tower Assessment Report – Summary – No issues – Good report

Croll moved, seconded by Haas to approve the bid from Fisher Rocks of Belleville, Kansas in the amount of \$1,564.00 to replace the New Strawn Rock Sign with location to be determined and to be paid from the General Fund. **Motion carried 4-0.**

City Clerk Joni Hernandez

- Kansas Retailer's Report – 2nd Quarter payment \$206.82
- Burling Rec Center-City-Wide Garage Sales held August 4th (Nine locations in New Strawn with maps made available at Casey's, Library and City)
- Unemployment – 2nd Quarter payment \$30.94 (Set-up issue with QuickBooks causing errors. Auditors working on problem.)
- Website training with Tracy of IM Design
- WP-1 Kansas Department of Revenue Water Protection & Clean Drinking Water Fees (1st Quarter Report not timely filed – Hernandez will request waiver of penalty if assessed)
- KPERS Optional Life Insurance open enrollment detailed information for employees to be forthcoming August 30th. For those interested, coverage will be effective January 1, 2019.

Zoning Administrator Carl Ware

- Approved building permit for a carport at 305 Cherokee Street

Mayor's Report:

- Codification has been initiated—waiting for proposal from KS League of Municipalities
- Zoning Committee's Fee Schedule Recommendation can be incorporated with recodification rather than eleven (11) separate ordinances to help contain costs. Attorney Tom Robrahn concurred.
- Voting delegate for League of Kansas Municipalities 2018 Annual Convention can be determined at September Council Meeting
- Water Watch – “Do Not Waste Water” declaration tabled to September Meeting but discussion of possible need for signs/notices to be displayed and added to website as reminder

Finance and Economic Development Report: No Report

Community Building: Steve Templeton with Bid Daddy's Fireworks was present to request rental of the Community Building for the purpose of selling fireworks to include set up from June 26, 2019 to July 5, 2019.

Jim Weeks was on speaker phone for discussion of the request.

It was a consensus of the Council to instruct City Attorney Tom Robrahn to research for discussion at the September 13th meeting.

Finance and Economic Development Report: No Report

Community Building Report:

Haas noted that the ladies' bathroom stall doors need to be addressed along with other improvements. The mayor stated that remodeling of the Community Building needs to be discussed. County Commissioner Bob Saueressig reminded the Council to have a plan ready to present in advance for the commissioners to be able to make a determination regarding any possible funding or grants.

Utility Report: No Report

Street Report:

Superintendent Parkey stated that “No Parking” signs will need to be placed before the dirt and asphalt work begin at the parking lot of the Community Building. Tentative dates are the last week of August through the first week of September.

The Radiant Life Church may need to be notified that parking will need to be on the streets during the breakfast they are sponsoring with OK Kids on Saturday, September 8th.

Mayor Petterson thanked County Commissioner Bob Saueressig for the new wall map.

Public Relations Report:

Haas gave a report of **Strawnfest** donations and expenses. (**SEE ATTACHED**)

Future dates will be as follows: June 22, 2019, and June 20, 2020. Plans will be made to make the celebration of the 50th anniversary of Strawnfest extra special in 2020.

Haas reported on the success of the City of New Strawn booth during the Coffey County Fair. Businesses who donated prizes for the gift bags she distributed included Buddies Bar & Grill, Citizens State Bank, Meraki Hair Salon, New Strawn Library and Prairie Winds Golf Course as

well as the City of New Strawn. Hernandez will send thank you notes for the businesses who donated prizes for the City's fair booth.

Parks and Rec Report:

Haehn inquired about weed problem. After discussion, County Commissioner Bob Saueressig recommended using "Pasture Guard" to kill weeds.

Superintendent Parkey noted that the Boy Scouts will be doing community service projects. They will paint the playground equipment and possibly do other projects.

Haehn requested "Thank you" note be sent to Brad Hageman and OK Kids for their generous donation of \$1,000.00 for fish for the City Lake. Hernandez will send notes.

Public Safety Report: No Report

New Business: N/A

Old Business:

New Strawn Apartments

The mayor updated the Council regarding the new owner of the New Strawn Apartments who is working on getting the mowing and trash taken care of as soon as possible. Tai Coons is helping him with obtaining dumpster service.

Jeff Chandler Towing

Haehn reported that he would like to give Jeff the opportunity to hold is auction on September 22nd.

Other Business: N/A

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