

New Strawn City Council

Regular Monthly Meeting
Thursday, December 14, 2023

PRESENT:

Mayor Rhonda Taylor

Council members: David Christiansen, Butch Gilkison, Jeanne Haas (arrived at 7:40),
Stephanie Baker (by phone) and Johnny Hernandez

Staff: Maintenance Operator Steven Dwight, Code Enforcement Ray Wards, City Attorney
Philip Wright and City Clerk Lana Johnson

Others: Jaclyn & Ryan Nelson, Mark Petterson, Wayde Thomson and Justin Mallon

CALL TO ORDER: Mayor Taylor called the meeting to order at 7:00 p.m.

FLAG SALUTE: The meeting opened with the Pledge of Allegiance.

AGENDA ADDITIONS/CHANGES:

ADD: New Business: b. Executive Session, c. Executive Session & d. Executive Session

CHANGE: Finance: a. Christmas Thank You Gift

CHANGE: Mayor: c. Coffey County Emergency Management Winter Safety Program

APPROVAL OF AGENDA:

Christiansen moved, seconded by Gilkison to approve the agenda with additions listed.

Motion carried 3-0.

CONSENT AGENDA ADDITIONS: None

APPROVAL OF CONSENT AGENDA:

Consent Agenda Items

MINUTES: Move to approve meeting minutes of November 9, 2023.

WARRANTS: Move to approve the Warrants dated November 7, 2023 through December 11, 2023 in the amount of \$58,233.74.

PAYROLL: Move to approve the November, 2023 Payroll in the amount of \$9,405.55.

LICENSES: Move to approve 2024-C-01 Contractor License for Quality Structures LLC.

Christiansen moved, seconded by Hernandez to approve the agenda. Motion carried 3-0.

APPOINTMENTS:

- a. Evergreen – Justin Mallon – Quote for Community Center Roof- presented information on the Duro-Last roof quote for the community center.

- b. Kaden Gunlock – Water Usage, called earlier in the week to postpone his appointment.

PUBLIC COMMENTS:

FINANCIAL REPORTS:

- a. Additional Warrants – None

STAFF REPORTS

Zoning Administrator

- Sign Permit 2023-Z-7 for Hall’s Hauling, 308 Industrial

Code Enforcement Officer/Public Safety

- Unregistered Dog at Large Update – is to pay the court.
- Nuisance Property Update – Notice to appear in court was issued. No progress on the property.

Maintenance Operator

- Snow Plow Parts – cutting edge on the blade is wearing out.

*Christiansen moved, seconded by Gilkison to allow \$1,200 to purchase snow plow parts. Funds to be used from Equipment. **Motion carried 3-0.***

- Security Camera Update – cameras are up and rolling.
- KDHE Inspection - went well. If the chlorination would be moved to the tower it would need to be engineered to pass KDHE inspection.

City Clerk

- City Hall Closed Friday, December 22nd and Monday, December 25th for Christmas
- MT Networks Contract Renewal - City Attorney Wright is to look at the contract to make it comparable to the other tower contract.
- Kansas One-Call Payment

*Christiansen moved, seconded by Hernandez to open a line of credit with Kansas One-Call for \$100. **Motion carried 3-0.***

- New Strawn/Burlington Municipal Court Agreement

*Christiansen moved, seconded by Hernandez to add insured extension with TrustPoint Insurance for the City of Burlington for municipal contract, not to exceed \$300. **Motion carried 3-0.***

- TrustPoint Insurance Refund \$470
- Election Results – reported on election results. Rhonda Taylor has been reelected as mayor and Stephanie Baker and Garold “Butch” Gilkison as council members.
- 2024 Audit Scheduled for February 13, 2024
- MT Networks Battery Backup for Phone
- Community Building Rentals

December – 2nd Radiant Life Funeral Lunch, 8th pm & 9th am Fair Board – Breakfast with Santa, 9th pm Private Event, 15th & 16th Private Event, 19th I.B.E.W., 20th – 21st New Strawn Fire Department Christmas, 22nd pm Private Event, 24th Private Event

January – 6th Private Event, 13th pm Private Event, 16th I.B.E.W.

City Attorney

- Executive Session

*Christiansen moved, seconded by Hernandez to go into executive session at 7:32 pm for 5 minutes pursuant to business under the Kansas Open Meetings Act (KOMA) and to discuss client/attorney privileged information regarding potential claim against city with Mayor, Council, Maintenance Operator, City Clerk and Code Enforcement. **Motion carried 3-0.** No action taken.*

- Bruce Stull Drainage Issue – No update
- Personnel Handbook Update – will reach out on the progress of an agreement.

Mayor’s Report

- Continuing to Pursue Grants/Funding for Infrastructure Projects
- January Dates for Council Work Session Future Projects 1 Year Out - Possible 1/3, or 1/17 – work session set for January 3, 2024 at 6:00 pm.
- Coffey County Emergency Management Winter Safety Program – being held at the New Strawn Community Center at January 17 at 6:00 pm.

*Haas moved, seconded by Christiansen moved to take \$100 from the general fund to host the Coffey County Emergency Management Winter Safety Program. **Motion carried 4-0.** The city will be accepting donations for giveaways for people attending the meeting.*

Finance & Economic Development Report – Jeanne Haas

Finance information shows lower cash balances in most accounts for the beginning of 2024. The council just needs to be aware as they proceed with projects. As a council, my belief is that services and well being of the city is at the top of our list for our citizens. As a council, repairs and upgrades have been paid for in 2023 causing lower balances. Automatic read for water meters, upgrades to water system and some equipment, park/rec for citizens up grades and patching roads in weather has all been done in 2023. Taking care of roof on community center is in 2023/2024. Not a worry just a watch.

- Christmas Thank You Gift

*Haas moved, seconded by Christiansen to approve Chamber Bucks of \$100 to full-time employees, Steven Dwight and Lana Johnson and Chamber Bucks of \$25 to part-time employees, Robert Williamson, Brenda Klubek, Cody Collins, Ray Wards, Philip Wright and Erin Petterson. **Motion carried 4-0.***

Community Center Report – Stephanie Baker

- Donation to Radiant Life Church for Chairs

*Haas moved, seconded by Christiansen to donate \$75.00 to Radiant Life Church for two chairs to be used for the Community Center, funds to be used from general. **Motion carried 4-0.***

- Community Center Roof

*Christiansen moved, seconded by Gilkison to allow mayor to sign the contract from Evergreen for the Community Center roof not to exceed \$39,313. **Motion carried 4-0.***

*Haas moved, seconded by Christiansen to have the down payment money come from half from general and half from infrastructure. The final payment will be decided at the January meeting. **Motion carried 4-0.***

- Thank You to the Haehn Family for the Donation of Dishes

Utility Report – Butch Gilkison

- Water Usage & Loss Report

Street Report- Rhonda Taylor

Mayor Taylor reported that they will review the streets in the spring.

Public Relations Report- Jeanne Haas

- a. Christmas Yard of the Month – Judging 12/15-17

Parks & Recreation Report – Johnny Hernandez

a. USD 244 Disc Golf Funding Update – pads have been poured for the pads. The Burlington Recreation Center has offered to reimburse the city up to \$10,000 for the disc golf course. Council Member Hernandez will work on the proposals for area business to sponsor a hole for signage. Council Member Haas asked about talking to the New Strawn Library about having discs for the community to rent/borrow. Mayor Taylor suggested having a ribbon cutting when the course is complete.

New Business:

- a. Employee Reviews
- b. Executive Session

*Haas moved, seconded by Gilkison to go into executive session at 8:09 pm for 15 minutes pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA) and to discuss personnel for the purpose of performing employee evaluation with Mayor and Council. **Motion carried 4-0.***

- c. Executive Session

*Haas moved, seconded by Christiansen to go into executive session at 8:25 pm for 10 minutes pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA) and to discuss personnel for the purpose of performing employee evaluation with Mayor, Council and Maintenance Operator Steven Dwight. **Motion carried 4-0.***

- d. Executive Session

*Haas moved, seconded by Christiansen to go into executive session at 8:36 pm for 5 minutes pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA) and to discuss personnel for the purpose of performing employee evaluation with Mayor, Council and City Clerk Johnson. **Motion carried 4-0.***

*Haas moved seconded by Christiansen that starting the payroll of December 23, 2023 the maintenance operator salary and city clerks' salary each be increased by 4%. **Motion carried 4-0.***

Old Business:

Adjournment:

*Christiansen moved, seconded by Haas, to adjourn the meeting at 8:43 p.m. **Motion carried 4-0.***