

**CITY OF NEW STRAWN**  
**COUNCIL MEETING MINUTES**  
**Thursday, October 11, 2018**

Present: Mayor Mark Petterson  
Council Members:  
Richard Croll (arrived at 8:30 p.m.)  
Jeanne Haas  
Gary Haehn  
Rhonda Taylor  
Jim Weeks

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's Towing and Recovery  
Richard Newkirk  
Levan Skillman

**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 Consent Agenda

- Discuss separately and consider for approval: Warrants dated September 14, through October 11, 2018 (Specifically Warrant #15247 Schmidt Excavating)
- Keep consideration and approval for: Minutes of September 13, 2018 and September Payroll

Under Public Relations

- c. Community Building
- d. Christmas
- e. Noise Ordinance

Haehn moved, seconded by Weeks, approve the agenda as amended. **Motion carried 4-0.**

**Public Comments:** None

**Consent Agenda:**

Haas moved, seconded by Taylor, to approve the consent agenda as amended with removal of Warrants to be discussed separately. **Motion carried 4-0.**

Haas moved, seconded by Taylor, to correct the fund/class assignment to Infrastructure rather than Special Highway for the bid portion of \$5,841.00 of Schmidt Excavating warrant #15247, and to approve the total of Warrants from September 14, 2018 through October 11, 2018 in the amount of \$21,142.07. **Motion carried 4-0.**

### **Financial Reports:**

Weeks moved, seconded by Haehn, to approve additional warrants in the amount of \$249.88.

**Motion carried 4-0.**

### **Staff Reports:**

#### **City Superintendent Report**

- Parking lots completed and look very nice
- Ordered two (2) NO TRUCK PARKING signs over 24,000 for Community Center Parking Lot
- Dumpster placed so trash truck won't have to drive on parking lot
- Line marker and paint ordered for parking lanes
- City Lake bathrooms have been painted
- Shelter building painting is complete
- Picnic tables, poles for roof and trash containers have been painted
- Commercial airless paint sprayer may be needed for future paint projects
- Hybrid Blue Gill fish have been stocked at City Lake
- Water System Burnout taking place in Burlington – may last another couple of weeks causing smell and taste of chlorine in water here as well
- Mowing – will try to have final mowing completed after mud dries from so much rain

#### **City Clerk Report**

- Cereal Malt Beverage Changes Effective April 1, 2019, CMB license holders may sell 6% beer.
- Copier and Printer Quotes (explained to salesman requesting that we have not budgeted for 2019)
- Department of Transportation (KDOT) letter regarding a special funding opportunity for FHWA's Competitive Bridge Program
- Donation received from Jim and Diane Iseman for use of Community Building
- Floyd Lewis Foundation members built a handicap ramp for a resident of New Strawn
- KPERS Employer Update  
GASB 75 Report for Fiscal Year 2017 Available. Since the City of New Strawn passes a GAAP waiver each year, we do not have to do any reporting for GASB 75. The auditors put a footnote in the audit report with any information required
- Invoiced resident for culvert work
- KPERS Optional Group Life Insurance not eligible unless paperwork sent to them in April. Superintendent and Clerk will be eligible in July 1, 2019. In the interim, other policies will be sought
- Mowing violation letters mailed
- Business inquiry regarding advertising in New Strawn newsletter
- Nonconformity and/or Exemption Registration Form (Zoning Administrator will report)
- Public Notice from Edge Consulting Engineers, Inc. letter
- Tax Money received from Coffey County Treasurer on Sept. 20<sup>th</sup> in the amount of \$16,039.53
- Water Reports
- Website
- Yard of the Month-Judging scheduled for the 19<sup>th</sup>-21<sup>s</sup>. Winner to be announced October 24<sup>th</sup>
- Backup stats

## **Zoning Administrator Report**

- Received Nonconformity and/or Exemption Registration Form Foster Design Associates. Probably won't be used much. In 40 years, has only seen requests for certificates twice
- Will contact Bickley Foster and request that he email all forms

Council discussed uploading forms. City Attorney Tom Robrahn explained there may be a copyright infringement regarding electronic dissemination, so contract will need to be reviewed.

Council member Haas inquired about a zoning inquiry from a Hillview Subdivision resident. Zoning Administrator explained he is aware.

## **Mayor's Report**

- **Codification proposal received from the League of Kansas Municipalities**

Mayor Petterson reported on the codification quote. Beyond the \$5,000 quote is an initial cost of \$475 and annual update cost of \$150 noting that the advantage will be online and searchable ordinances updated each year with future supplements up to 75 pages.

Haas moved, seconded by Weeks, to sign contract with the Kansas League of Municipalities and American Legal Publishing (jointly known as codifiers) to move forward with codification calling for down payment of \$2,000.00 which is 40% of \$5,000 charge and to pay related travel expenses of their representative to attend a future council meeting to be posted from the General Fund. **Motion carried 4-0.**

- **Executive Session – Attorney Client/Personnel Matter**

Weeks moved, seconded by Haehn, to go into executive session at 7:35 p.m. for ten minutes for attorney/client privilege to discuss non-elected personnel with City Attorney Tom Robrahn present. **Motion carried 4-0.**

Council returned to regular session at 7:45 p.m. **No action taken.**

**Finance and Economic Development Report:** No report

## **Community Building:**

Council Member Weeks gave a report regarding the inspection of the Community Building. Fire Prevention Supervisor Brian Love from the State Fire Marshal's office inspected the building on October 4<sup>th</sup>, 2018. Mr. Love's notes stated that the facility was, overall, acceptable for the purpose of retail fireworks sales. However, rolling doors are not acceptable as an exit. The remote exit (back door) can be utilized as an exit if the rolling door is mechanically secured in an upright position while the building is occupied. Mr. Love suggested that the Council try to budget for installing a compliant secondary egress since the city rents/loans the building for assembly events. A copy of the standards list of operational requirements for retail fireworks sales facilities provided by Mr. Love was included in Council packets. The Council and staff discussed the need to be compliant regarding exits as well as ADA compliant with a sidewalk/concrete area. They also talked about future remodeling needs.

Council Member Weeks noted the following items for improvement:

- Bathrooms
- Kitchen
- Ceiling Tiles
- Lights (replace with LED lights)
- Flooring in back room storage area
- Installation of Ladder for Furnace & A/C inspections
- Insulation
- Tables (20 additional 8' tables)
- Metal Walls (clean if possible or install sheetrock)

## Utility Report:

Weeks moved, seconded by Taylor, to approve the request of Levan Skillman to adjust his water bill due to a leak that occurred at his home in September, 2018 with a discounted amount of \$138.17 and a balance due of \$261.12. **Motion carried 4-0.**

## Street Report:

- **Schmidt Excavating – Community Center Parking Lot**

Taylor moved, seconded by Haehn, to approve paying an additional \$2,400.00 to Schmidt Excavating, which represents the excess amount of the initial bid of \$5,841.00 for grading of the Community Center parking lot, for extra loads and haul of material/subgrade work and five (5) loads of AB-3 base material making the total \$8,241.00. (SEE WARRANT #15247) **Motion carried 4-0.**

- **Richard Newkirk Ditches**

Richard Newkirk spoke to the Council regarding the drainage issue in ditches located at his property. He noted that a grate needs to be placed over a hole in the north ditch. The west ditch needs to be dug out. The city superintendent stated that the City may have a grate that will work to cover the hole.

Mr. Newkirk also commented that the guttering between the dentist office and former Farm Bureau office is in need of replacement.

- **102 Seneca Circle**

Council Member Haehn reported that the cul de sac at 102 Seneca Circle does not drain. He stated that other cul de sacs need attention and the drainage system in general needs to be improved as well as culverts that need to be cleaned out. He commented that there needs to be a solution to the drainage problem in the ditch front of the City Hall/strip parking lot area.

City Superintendent explained that they have tried numerous times to “jet out” for some of the drainage issues; however, there are large rocks blocking the flow. He will contact a company that cleans the sewer systems to ask if they will use their machine.

## Public Relations Report:

- **Veterans Banner Project**

Veterans Banners Project was reported by Council Member Taylor. There are nine banners. Brackets have been ordered and will be installed with use of a bucket truck.

- **Lawn of the Month (October)**

Council Member Haas reminded everyone that the October “Lawn of the Month” judging needs to take place from October 19<sup>th</sup>-21<sup>st</sup> with the winner to be announced on October 24<sup>th</sup>. Council members and the mayor need to submit three names each for consideration of the prize which will be \$25.00 in Chamber Bucks.

- **Community Building**

Council Member Haehn discussed rental rates of the Community Center. There will be more discussion at next month’s meeting regarding remodeling of the building and review of rates for possible increase in 2019.

- **Christmas**

Council Member Haas reported that dates for the Christmas Tree Lighting this year conflict with several school activities.

Council Member Croll arrived at 8:30 p.m.

It was a consensus of the Council to consider setting a date for inviting local business owners together for refreshments and conversation of ways to improve the City of New Strawn in conjunction with the lighting of the tree. This will be discussed at the November meeting. City Superintendent noted that some of the old Christmas decorations need to be replaced. Council members Haas and Taylor will go through items in storage.

- **Noise Ordinance**

Council Member Haehn stated he had a request from a business owner regarding the City's noise ordinance. They want to make sure they are in compliance with Ordinance 2015-07.

**Parks and Rec Report:**

Council Member Haehn suggested painting the playground equipment with bright colors.

**Public Safety Report:** None

**New Business:** None

**Old Business:**

- **Community Clean-up**

The Council discussed community clean-up and a possible future meeting to be determined and invite local business owners together for refreshments and conversation of ways to improve the City of New Strawn as previously noted.

- **2018 Annual Conference**

Council Member Taylor reported on information she received at the 2018 Annual Conference held in Topeka by the Kansas League of Municipalities. The mayor thanked her for attending.

- **Quarterly Challenge**

Council members may donate their quarterly earnings to the City for the Parks and Rec fund to be charted separately from any Community Building donations.

- **Chandler Towing and Recovery**

Haehn inquired about when vehicles at Chandler Towing and Recovery will be moved from outside the fence. Jeff Chandler answered that he is awaiting titles on a dump truck and another vehicle. He stated that vehicles outside his fence are in working order and get moved within 30 days. There was discussion as to whether the business has the appearance of a salvage yard or a towing company.

**Correspondence:**

Mayor Petterson noted that there may be a water increase from the City of Burlington that will go into effect in January, 2019. The Council will need to reevaluate expenses.

**Other Business:** None

Mayor Petterson adjourned the meeting at 9:02 p.m.