

CITY OF NEW STRAWN
COUNCIL MEETING MINUTES
Thursday, December 13, 2018

&

Reconvened Wednesday, December 19, 2018

Present: Mayor Mark Petterson

Council Members:

Richard Croll
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
City Maintenance Steven Dwight
County Commissioner Bob Saueressig

Patrons present:

Jane Hartley

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 Old Business

- b. Strawnfest – Vendor Trophies & Things

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

Public Comments:

Jane Hartley was present to ask for clarification regarding roosters in New Strawn. Mayor Mark Petterson stated that there is an ordinance. Roosters are not allowed within the corporate limits of the city of New Strawn. SEE ORDINANCE NO. 2015-10

(5) It is unlawful for any person to harbor, keep, own or possess roosters (male chickens), guinea cocks, peacocks, or other birds that by nature exhibit loud calls, within the corporate limits of the city.

Consent Agenda:

- Move to approve the November 8, 2018 regular council meeting minutes
- Move to approve the warrants dated November 9, 2018 through December 13, 2018 in the amount of \$135,958.37
- Move to approve the November 2018 payroll in the amount of \$11,980.69
- Move to approve city clerk's membership in IIMC and to pay \$25.00 fee
- Move to pay League of Kansas Municipalities 2019 membership dues in the amount of \$504.86

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

Financial Reports:

Haas moved, seconded by Taylor, to approve additional warrants for a total of \$5,045.07 as corrected to include Thweatt Electric and Jill Whitworth. **Motion carried 5-0.**

Staff Reports:

City Superintendent Report

- Treated streets with salt and chat the Sunday after Thanksgiving and have another supply ready for when needed again
- Community Center electric work has been completed and door has been installed. Should now be able to accommodate maximum occupancy
- Contacted exterminator for mice problem at Community Center. It will be treated on a quarterly basis for approximately \$80 per quarter
- Fisher Rock will not be able to finish work on the rock sign until January. Superintendent recommended they wait until Spring to install so work will be finished correctly due to ground temperature
- Batwing mower needs to be replaced. Prairie Partners/John Deere will be submitting a bid

City Clerk Report

- Burlington High School Yearbook Ad
- Coffey County Clerk Correspondence regarding 2018 mill levies
- Community Building Fee Schedule
- Financial Reports
- Fire Watch Log submitted to State Fire Inspector
- KPERS
- Lawn of the Month Contest
- Mowing Violation follow-up letters and emails
- Newsletter
- Kansas League of Municipalities Survey
- Past due water bills
- Postage rate 5 cent increase for 2019 – First Class stamps to 55 cents
- Scam Emails
- Scanner
- Thank you for Christmas Bonuses and Christmas Eve Holiday
- Water Fund Reports – 2017, 2018 YTD, City of Burlington Bill, Customer Water Usage, Water Averages, Water Rates
- Website

Zoning Administrator's Report

- Special Use Permit for Verizon tower to be located at Northeast corner of U.S. 75 Highway and 15th Road
- Conditional use permit requests for 10 Hillside Drive and 19 Rock Ridge Drive require process of notifying residents within 1,000 feet via local newspaper and sending letters with 20-day notice that a public hearing will be held by the Planning and Zoning Board on January 16, 2019 at 6 p.m. After the Planning Commission meets and makes its recommendation, there is a 14-day protest period. A recommendation by the Planning and Zoning Board will be presented to the New Strawn City Council at its February 14, 2019 meeting.

City Attorney's Report

- Sent collection letter to City customer regarding past due water bill giving 30 days to respond

Mayor's Report

- Codification proposal received from the League of Kansas Municipalities

Mayor Petterson gave an update that the codification process from the League of Kansas Municipalities is in the editing phase. They will notify the city clerk via email when it is complete.

Finance and Economic Development Report:

Haas reported that she will meet with the city clerk to review 2018 year to date financials as they compare to the budget as we near year end totals. Haas noted that we will be in line or ahead with the General Fund, Special Park, Trash and Sewer funds. Transfers may need to be made for funds that are currently showing a loss: Special Highway Fund, Water and Infrastructure funds.

Community Building:

Fee Schedule

The Council discussed comparison of surrounding cities regarding their community building rental and deposit fee schedules provided by the city clerk. Item was tabled to the January meeting.

Community Building Door

The Council discussed the new door that was installed at the Community Center by Martin Hinman Construction. There is a concern regarding the wood frame and top possibly pooling water after a rain or snow. The city superintendent noted that it also needs a door closer. He will contact Marty Hinman to have him make necessary adjustments.

IBEW 2019 Contract

Croll moved, seconded by Weeks, to approve the 2019 contract with IBEW Local 225 in the amount of \$500.00 for its monthly meeting use of the Community Center on the third Tuesday of each month. **Motion carried 5-0.**

Council member Croll reported that a proposal was received from Alpha Roofing Company for replacement of full wall metal panel which is for the East (front) side of the Community Building in the amount of \$8,700.00. The Council will discuss at a future meeting after other bid(s) submitted.

Utility Report:

The Council discussed Water Fund and year to date reports that show loss through November. It was noted that the water tower note will be paid off in the year 2022. Different options were discussed to make up the potential 2018 loss of approximately \$5,500.00. There are currently 259 customer accounts of which 47 use less than 1,000 gallons per month and 10 who use more than 10,000 gallons per month.

Haehn moved, seconded by Weeks, to increase customers' monthly maintenance fee by \$1.00 from \$35.50 to \$36.50 and to increase customers' water usage rates by 50 cents per 1,000 gallons from \$9.25 to \$9.75 within city limits and from \$13.77 to \$14.27 outside the city limits beginning with water bills that will be due February 10, 2019. **Motion carried 3-2.** (Opposing votes – Haas and Taylor)

Street Report: None

Public Relations Report:

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

Council Member Haas reminded everyone that the December Lawn of the Month contest judging needs to take place from December 15th-17th. The winner to be announced on December 21st. Council members and the mayor need to submit three names each for consideration to the city clerk by Tuesday. The prize will be \$25.00 in Chamber Bucks.

- **Christmas Open House**

Haas stated that the Christmas Open House was not well attended; however, she and Taylor have some ideas for changes for 2019. Council members were asked to help in random selection of customers for free fishing licenses with trout stamp.

Parks and Rec Report:

Haehn noted that he will have a more detailed report before spring. He recommended bright colored paint for the park equipment when weather allows.

Public Safety Report: None

New Business:

- **Smoke-Free Policy**

Council Member Weeks requested that a smoke-free policy be developed. County Commissioner Bob Saueressig stated that the county policy is for employees. It was noted that "No Smoking" signs are free through the State. The city clerk was instructed to order them for installation over doors. The city attorney will work on a policy and bring back for review.

Old Business:

- **Fireworks**

Haehn moved, seconded by Haas, to not fund a fireworks show at Strawnfest 2019. **Motion carried 5-0.**

- **Strawnfest**

Haas moved, seconded by Taylor, to approve contract with Trophies and Things and allow up to \$550.00 for car show trophies to be awarded at Strawnfest 2019. **Motion carried 5-0.**

Correspondence: No action required

Other Business:

Haehn moved, seconded by Croll, to go into executive session at 8:33 p.m. for ten minutes to discuss employee's evaluations pursuant to non-elected personnel with City Attorney Tom Robrahn. **Motion carried 5-0.**

The Council returned to regular session at 8:43 p.m.

Taylor moved, seconded by Haas, to recess the meeting at 8:45 p.m. to reconvene on Wednesday, December 19, 2018 at 7:30 p.m. **Motion carried 5-0.**

CITY COUNCIL MEETING

Reconvened Wednesday, December 19, 2018

Present: Mayor Mark Petterson
Council Members:
Richard Croll
Jeanne Haas
Gary Haehn
Rhonda Taylor
Jim Weeks

Call to Order: Mayor Mark Petterson called the recessed meeting from Thursday December 13, 2018 at 8:45 p.m. back to order on Wednesday, December 19, 2018 at 7:31 p.m.

Other Business:

Croll moved, seconded by Weeks, to approve Ordinance No. 2018-07, an ordinance increasing water rates in the City of New Strawn, Kansas; amending Section 15-221 of the Code of the City of New Strawn, Kansas, and repealing Ordinance No. 2017-07. The rate increase will be effective for the billing cycle due February 10, 2019. **Motion carried 5-0.**

Taylor moved, seconded by Haas, to go into executive session at 7:56 p.m. for 30 minutes to discuss employee's evaluations pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA). **Motion carried 5-0.**

Taylor moved, seconded by Haehn, to go into executive session at 8:26 p.m. for 45 minutes to discuss employee's evaluations pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA). **Motion carried 5-0.**

Taylor moved, seconded by Haehn, to go into executive session at 9:14 p.m. for 15 minutes to discuss employee's evaluations pursuant to non-elected personnel under the Kansas Open Meetings Act (KOMA). **Motion carried 5-0.**

Meeting returned to open session at 9:32 p.m.

Croll moved, seconded by Haehn, to call a special meeting for Wednesday, January 9, 2018 at 6 p.m. to discuss employee evaluations with employees. **Motion carried 5-0.**

Meeting adjourned at 10:08 pm.