

CITY OF NEW STRAWN
COUNCIL MEETING
Thursday, June 14, 2018
New Strawn City Hall
7:00 p.m.

Present were: Mayor Mark Petterson
Council Member Jeanne Haas
Council Member Rhonda Taylor
Council Member Richard Croll

Others present were:

City Superintendent Ron Parkey	City Clerk Joni Hernandez
Zoning Administrator Carl Ware	City Attorney Tom Robrahn
Count Commissioner Bob Saueressig	Bobbi Gellhaus, TrustPoint Services

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:

Under Mayor's Report

- f. June 7, 2018 Special Meeting Minutes
- g. Executive Session to discuss non-elected personnel

Under Old Business

- a. Fireworks

Haas moved, seconded by Taylor to approve the agenda as amended. **Motion carried 3-0.**

Consent Agenda as amended:

- Move to approve the minutes of May 10, 2018 regular council meeting.
- Move to approve the minutes of May 17, 2018 special meeting.
- Move to approve the minutes of May 23, 2018 special meeting.
- Removal of the minutes of June 7, 2018 special meeting (move to Mayor's Report)
- Removal of Warrants (move to discuss after executive session)
- Move to approve the May 2018 payroll in the amount of \$9,018.57

- Move to approve Contractor License for Ready Roofer, Inc.
- Move to approve Joni Hernandez as KPERS Designated Agent
- Move to allow OK Kids to use New Strawn City Lake on September 8, 2018, and to waive city fishing permit fees for participants that day
- Move to approve OK Kids sponsorship in the amount of \$125.00

Haas moved, seconded by Croll to approve the consent agenda as amended. **Motion carried 3-0.**

Public Comments:

Bobbi Gellhaus with Trust Point Insurance presented a profit share/dividend check in the amount of \$4,685.51 from EMC (Employees Mutual Casualty) that are part of the Kansas Municipalities Safety Group.

Financial Reports:

Croll noted that on the warrants list there are two entries in the amount of \$21.45 payable to Farm Bureau dated May 11, 2018; one is check number 15019, the other an EFT.

Parkey questioned his VISA statement.

Hernandez will look at bills and bank statements with Kathy Payne, Sarah Stockwell and/or Brenda Klubek.

Staff Reports:

Parkey reported that the sewer line locator is needed.

Croll moved, seconded by Taylor to approve the purchase of a TW-82 Digital Line Tracer from Core & Main LP, in the amount of \$1,890.00 plus shipping costs not to exceed \$100.00, funds to be paid from Equipment Reserve. **Motion carried 3-0.**

The John Deere tractor is in need of repairs.

Taylor moved, seconded by Croll to approve Prairie Land Partners John Deere to make necessary repairs to the city's 1996 John Deere tractor, not to exceed \$6,500 to be paid from equipment reserve. **Motion carried 3-0**

The sign for City Hall is ready for lettering on both sides. Parkey will take care of placement direction when it arrives.

Parkey reported that he attended a lead and copper class in Iola today. He noted that locations of collections were discussed. He will be ready to send information to the State for approval.

The new clerk thanked everyone for their patience as she is being trained. She noted that everyone has been helpful.

Ware gave a zoning update. The planning commission met Tuesday, June 12 and will be making a recommendation for zoning permits and fees at the next regular council meeting.

Mayor's Report:

Croll moved, seconded by Taylor to approve the letter of resignation from City Clerk Kathy Payne, effective June 15, 2018. **Motion carried 3-0.**

Taylor moved, seconded by Croll to approve the mayor's appointment of Joni Hernandez as New Strawn City Clerk, effective June 15, 2018. **Motion carried 3-0.**

Mayor Mark Petterson administered the oath of office to newly appointed New Strawn City Clerk Joni Hernandez.

Croll moved, seconded by Haas to approve Ordinance No. 2018-04, establishing 2018 salaries for appointed and elected officials. **Motion carried 3-0.**

Bobbie Gellhaus with TrustPoint Services explained that the quote for fireworks insurance in the amount of \$344.50 is no longer viable. The new quote of \$636.00 was offered.

Croll moved, seconded by Haas to rescind a motion approved at the May 10, 2018 meeting that read as follows: "Move to approve a commercial general liability insurance policy through TrustPoint Services, as quoted by Western World Insurance Company for \$1 million in liability for a nonrefundable amount of \$344.50 for Strawnfest 2018 events and fireworks display on June 23, 2018, funds to be taken from the Parks Fund." **Motion carried 3-0.**

Taylor moved, seconded by Haas to approve a commercial general liability policy through TrustPoint Services, as quoted by Scottsdale Insurance Company, not to exceed \$636 premium for Strawnfest 2018 event and fireworks display June 23-24, 2018, funds to be taken from Park Fund. **Motion carried 3-0.**

Commissioner Saueressig asked if the insurance coverage will include the tractor rides and bike rides during Strawnfest. Bobbi Gellhaus with TrustPoint Services stated that "yes" they were included under events, but she will get a clarification.

Haas moved, seconded by Taylor to go into executive session at 7:50 for five minutes to discuss a land acquisition with City Attorney, Tom Robrahn present and return to open session at 7:55 p.m. **Motion carried 3-0.**

Croll moved, seconded by Taylor to approve the minutes of June 7, 2018 special meeting. **Motion carried 2-1** (Croll and Taylor YES, Haas ABSTAINED).

Haas moved, seconded by Croll to go into executive session at 7:58 p.m. for 15 minutes to discuss non-elected personnel regarding a citizen complaint, with City Attorney Tom Robrahn and Zoning Administrator Carl Ware and return to open session at 8:13 p.m. **Motion carried 3-0.**

Haas moved, seconded by Croll to go into executive session for 10 minutes to discuss non-elected personnel regarding a citizen complaint, with City Attorney Tom Robrahn and Zoning Administrator Carl Ware and return to open session at 8:25 p.m. **Motion carried 3-0.**

Taylor moved, seconded by Croll to go into executive session for 10 minutes to discuss non-elected personnel regarding a citizen complaint, with City Attorney Tom Robrahn and Zoning Administrator Carl Ware and return to open session at 8:38 p.m. **Motion carried 3-0.**

Finance and Economic Development Report:

Hernandez noted that the VISA statement Parkey questioned was for ink cartridges purchased and billed on the March statement. The returned ink cartridges were credited on the April statement. Both VISA statements were paid in May which caused late fees to be incurred. Kathy Payne requested and was successful in having the late fees waived.

Annual fees of \$29.00 were charged on the latest VISA statements. Croll requested that VISA be contacted to waive annual fees. The clerk will make request.

Haas moved, seconded by Croll to approve the warrants as presented less the second entry to Farm Bureau in the amount of \$21.45 on May 11th and less the check to Trust Point in the

amount of \$344.50 since new quote needs to be approved for \$636 to be paid before Strawnfest. The total warrants after changes is \$16,307.06.

Community Building Report: No report. Weeks absent.

Utility Report:

Haas moved, seconded by Taylor to approve a sewer maintenance agreement with Mayer Special Services, LLC for the years: 2019, 2020 and 2021 with amount for each \$10,386.75, \$7,722.36 and \$7,481.32 respectively. **Motion carried 3-0.**

Haas suggested that notification be made to the community that a waterline burnout (free chlorine) from June 26 through July 16 be noted on the city website and/or water bills regarding possible odor during that time.

Street Report: No report.

Public Relations Report:

Haas discussed Strawnfest which will be held Saturday, June 23. She will oversee getting breakfast items. There was discussion regarding prize money and past events. Commissioner Saueressig suggested requesting \$200 from Coffey County Economic Development.

Parkey offered to set up tables and chairs at the community building on Friday before Strawnfest.

Haas moved, seconded by Croll to approve the purchase of six (6) U.S. flags, brackets and hardware from Carrot-Top Industries in an amount not to exceed \$275, funds to be paid from the Park Fund. **Motion carried 3-0.**

Haas and Taylor will coordinate getting the brochures and other items for the booth at the Coffey County Fair.

Parks and Rec Report: No report. Haehn absent.

Public Safety Report: Mayor Petterson gave an update regarding a subject being questioned about the break-ins in Burlington and a possible connection to the incidents in New Strawn and LeRoy.

Budget Meeting: Budget needs to be completed and Notice of Budget Hearing printed in the newspaper by July 20th in order to have the public hearing on the same night as the regular August council meeting.

Budget Work Session is scheduled for July 11, 2018 at 6:30 p.m. The 2017 Audit will need to be discussed at next month's council meeting.

Old Business:

Fireworks - There will be discussion regarding the sale of fireworks in the future at the regular August council meeting.

City-Wide Garage Sale – New Strawn will not charge \$1 as previously agreed on; rather, anyone wishing to be included will be directed to contact the Burlington Rec Center. They are charging \$5. The City of New Strawn will provide a map to the Rec to be included. There will be no charge from the City of New Strawn.

Mayor Petterson adjourned the meeting at 9:39 p.m.