

CITY OF NEW STRAWN
COUNCIL MEETING MINUTES
Thursday, July 12, 2018
New Strawn City Hall

Present were: Mayor Mark Petterson

Council Members:

Richard Croll
Jeanne Haas
Gary Haehn
Rhonda Taylor
Absent - Jim Weeks

Others present were:

City Attorney Tom Robrahn
City Clerk Joni Hernandez
City Superintendent Ron Parkey
Zoning Administrator Carl Ware
County Commissioner Bob Saueressig
Burlington City Council Member Lewis Lenard

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 Financial Reports

- c. 2017 Audit
- d. Water Loan Payment

Under Community Building Report

- a. Radiant Life Church Request

Under Public Relations Report

- b. Fair Booth

Under Old Business

- a. Jeff Chandler Towing

Consent Agenda:

- Move to approve the minutes of June 14, 2018
- Move to approve the warrants in the amount of \$32,818.30
- Move to approve the payroll in the amount of \$10,817.20

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

Public Comments:

Burlington City Council Member Lewis Lenard invited New Strawn council members to attend Burlington City Council meetings.

Consent Agenda as presented:

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

Financial Reports:

Haas moved, seconded by Haehn, to approve the 2017 Audit as presented with recommendations noted. **Motion carried 4-0.**

Haas noted that the balance sheets have not matched with warrants and payroll approved since January. The mayor and Hernandez will meet with Auditor Phil Jarred on Monday. They will discuss with him other items including allocation of gross payroll for the general, water and sewer funds and whether to prorate monthly as allotted previously or percentages as noted by Haas.

Haas commented that the water loan payment will be due in August. She said we need a reminder to look at the water account before payment is made. County Commissioner Bob Saueressig stated that the State Water Maintenance Fee Tax will be increasing.

Staff Reports:

City Superintendent Ron Parkey

Parkey reported the tractor has been repaired; however, the A/C is not working. Steven Dwight will try to repair if possible.

Chlorine burnout (free chlorine) has taken place. Tomorrow will be overflow of the water tower to get bad water off the top. They will start flushing water mains.

Trash pickup along the highway and after Strawnfest has been completed.

Brackets for flags have been made and were installed before Independence Day.

Automatic fish feeders have been subject of vandalism.

Community Center women's bathroom is leaking again. They will work on getting it repaired.

The shop building is extremely hot; 94 degrees by noon recently.

There have been large loads of trees for burn-out pile.

Jed Killough with Killough Construction will be here next week for meeting with Ron. Probable start date of street projects and parking lots will be late August.

City Hall Sign lettering will be placed tomorrow.

New water line locator was received.

City Clerk Joni Hernandez

Hernandez noted her appreciation to everyone for their help and patience as she continues to learn and transition. She and Doris have had limited time together but training will continue. She and City Treasurer Brenda Klubek have met and gone over reconciliation items.

In QuickBooks, there are a few transactions from previous years dating back to 2011 that have never cleared. Hernandez emailed the auditors about them.

Sarah Stockwell did clean up a KPERS transaction from September, 2017. She recommended that we purchase Carbonite to back up all programs on our computer. It costs approximately \$70 per year.

Hernandez commented that Mark has been very helpful with any questions. Ron and Steven check in each day and have also been very helpful.

She explained that she contacted Casey's General Store to ask them to donate bags of ice and free pizza for Strawnfest. They stated they can no longer donate without corporate approval. She contacted the headquarters several times via phone and email and was unable to get a response.

The VISA credit card annual fee of \$29.00 is imposed by Banker's Bank. They will only waive it if we make automatic payments. Carie w/Citizen's State Bank agreed to reimburse the fee. It was credited/deposited by CSB on July 6, 2018.

Hernandez updated the council about last month's Farm Bureau EFT in the amount of \$21.45. She signed the stop payment form at the bank. The Council was the payer and cannot cancel the policy. The owner has the right to cancel or continue the policy.

Zoning Administrator Carl Ware

Ware discussed recommendation forms along with meeting notes from the Planning Committee's June 12, 2018 meeting. He noted the current fee for Special Use Permits is \$50. He recommended adjusting the fee to cover publishing costs.

Haas questioned the fee schedule that are recommended do not coincide with the current ordinances. Attorney Tom Robrahn agreed that for the codes to match the recommended fees, revisions will need to be made. Mayor Petterson commented that it is time to recodify and this could be the time to make the fee schedule changes. Attorney Robrahn agreed. The last time codification was completed was 2013.

Mayor's Report: No Report

Finance and Economic Development Report: No Report

Community Building Report:

Mayor Petterson read request from Radiant Life Church for fee to be waived for use of the Community Center for a luncheon on August 5th and breakfast on September 8th.

Haas moved to waive the fee for Radiant Life Church for use of the Community Building on August 5, 2018 and September 8, 2018 if both luncheon and breakfast are not for profit.

Motion died for lack of second.

Croll moved, seconded by Haas, to waive the fee for Radiant Life Church for use of the Community Building for the breakfast on September 8th in conjunction with OK Kids. **Motion carried 4-0.**

Mayor Petterson explained that there was a crack in the glass door at the Community Building noticed while Steve Templeton with Bid Daddy Fireworks was renting. Steve contacted the company C. Allen For Your Doors in Burlington/Emporia to make the repairs. They billed Steve \$432.10. His request is for the Council to reimburse him \$232.10 which is the amount over his deposit of \$200.00. Haehn moved, seconded by Haas, to reimburse Steve Templeton **\$232.10** as requested. **Motion carried 4-0.** (The clerk was instructed to make sure the \$200 deposit was made to the bank before processing the request.)

The council discussed tables in need of repair at the Community Building. A sign or notice with rental agreement may be needed to make renters aware of need for care of tables or ask them to let us know if there are any that need replaced.

Utility Report: No Report – Weeks Absent

Street Report:

Taylor requested that new parking space lines be painted in the City parking lot lines and the Community Center parking lot after Killough Construction has completed asphalt work.

Public Relations Report:

Haas moved, seconded by Taylor, to pay all approved items for Veteran's Banner project from the General Fund. **Motion carried 4-0.**

Haas reported that **Strawnfest** was successful. More cars than previous year were entered in the car show. Great turn-out at the breakfast. Donations in the amount of \$386.31 were received. There were many positive comments. Fishing Derby was not as successful this year. Haas noted that there is a need to add more fish.

County Commissioner Bob Saueressig stated that there were 30 runners in last year's Strawnfest and 62 in this year's. There were also 23 bike riders and 12 tractor drivers.

Haas reminded the Council that 2020 will be the 50th year celebration for New Strawn.

Mark mentioned that Steve Templeton shared with him that he can buy more fireworks before the end of the year if needed for better cost.

It was a consensus to continue holding Strawnfest on the third Saturday of June. In 2019, it will be June 22nd. Croll noted that it will be June 20th in 2020.

Haehn reiterated the importance of "Thank You's" to the volunteers.

Haas reported on the Coffey County Fair Booth which will be held July 25th through July 29th. She will oversee the "I SPY NEW STRAWN" theme for the City's booth.

Haas moved, seconded by Croll, to donate two kids fishing permits and two adult fishing licenses to be drawn for as prizes at the booth during the county fair. **Motion carried 4-0.**

Parks and Rec Report:

Haehn moved and rescinded his motion to purchase 500 catfish for \$825.00 and 500 bluegill fish for \$750.00 to be paid from Park Fund.

Haehn moved, seconded by Taylor, to purchase 700 catfish for \$1,155.00, 500 bluegill fish for \$750.00 and 50 wiper fish (hybrid between striped bass and white bass) for \$250.00 for a total of **\$2,155.00** to be paid from the Park Fund. **Motion carried 4-0.**

Haehn reported that he and Taylor prepared a list of items in need of attention, repair, painting, etc. at and around the City Lake Park and the Community Center Park. He noted that anything that is a safety issue needs to be taken care of as soon as possible such as broken chain on playground swing and repair stairs on chain bridge. Other items in need of maintenance include: removal of old railroad ties, hauling in of dirt, remove broken water fountain, spraying for weeds, etc. He would like the park to be checked on a weekly basis. Haehn noted that he understands the temperatures and heat of the day are a concern for the City maintenance employees.

Haehn suggested that a Veteran's Memorial be considered at the park. He would like to see a Kansas flag and a United States flag with a light shining on it as well as a flag for each of the branches of armed forces be placed. He has been in contact with a citizen who is willing to donate a large rock to be engraved. He has contacted some businesses who are in favor of helping. Haehn stated that Buddies Bar and Grill owner is willing to donate for radio advertising. Haehn estimated the cost for the memorial to be approximately \$5,000.00. He noted the improvements could send a message of thanks to those who served. Haehn would like input from the rest of the Council regarding requests for donations from the community in the form of a letter before moving forward with the project.

Public Safety Report: Mayor Petterson gave an update regarding mowing on Neosho Street. Robert Harkrader has been contacted by a family member of the owner to mow and will do so when he returns from out of town after next week.

There are trees in a couple of locations that need to be cut down by owners.

New Strawn Apartments have been sold at auction. The mayor spoke with successful bidder and urged the owner to remove trash as soon as possible.

Mayor Petterson asked the Council about possibly hiring a Code Enforcement Office as previously discussed. **No action taken.**

New Business: N/A

Old Business: Jeff Chandler Towing

Council asked Mayor Petterson to contact Jeff Chandler Towing regarding possible code violation of his business. It was previously approved as a towing business; not a salvage yard. The mayor will ask him to clean up and reduce the number of vehicles in front of his location.

Other Business:

Croll moved, seconded by Taylor, to hold a Special Meeting on Monday, July 16, 2018 at 5:30 p.m. for the purpose of the 2019 Notice of Budget Hearing. **Motion carried 4-0.**

Mayor Petterson adjourned the meeting at 9:04 p.m.