

CITY OF NEW STRAWN

COUNCIL MEETING

Thursday, May 10, 2018

New Strawn City Hall

7:00 p.m.

**Call to Order:** Mayor Mark Petterson called the regular monthly meeting of the New Strawn City Council to order at 7:00 p.m. at City Hall.

Those present were: Council Member Jim Weeks

Council Member Jeanne Haas

Council Member Gary Haehn

Council Member Rhonda Taylor

Council Member Richard Croll

Others present were:

City Superintendent Ron Parkey

City Clerk Kathy Payne

Zoning Administrator Carl Ware

City Attorney Tom Robrahn

Count Commissioner Bob Saueressig

Russ Taylor

Nolan Strawder

Steven Spence

**Flag Salute:** The meeting opened with the Pledge of Allegiance.

**Agenda Additions:** Additions to the agenda were added under the Mayor's Report of city attorney compensation and recording meetings. Additions under Parks and Recreation Report were trees, ball diamond and city fishing license.

A motion to approve the agenda with additions as presented was made by Haehn, seconded by Croll and carried 5-0.

**Consent Agenda:**

- Move to approve the minutes of the April 12, 2018 regular council meeting.
- Move to approve the minutes of the April 18, 2018 special meeting.
- Move to approve the April 2018 warrants in the amount of \$25,768.10
- Move to approve Radiant Life Church Temporary Sale of Fireworks Application with \$50 permit fee.
- Move to approve Contractor License for Edgecomb Builders
- Move to approve 2018 Plumbing License for Edgecomb Builders
- Move to approve 2018 Electrical License for Edgecomb Builders
- Move to approve Contractor License for Keaton Construction

Council member Haehn moved to approve the consent agenda as presented. Croll seconded. Motion carried 5-0.

#### **Public Comments:**

The floor was given to Steve Spence to address the council regarding the parking lot of the community building. He had been approached some time earlier by Mr. Harkrader about the purchase of a few feet of his lot to add room for more parking of approximately the west 70 feet. He offered the council the option of this purchase since they are preparing to pave the parking lot. He also explained a problem he was having with patrons of Newkirk Sales using and damaging his pad for parking and the removal of his no trespassing signs and rope.

His second issued was the trees and dirt in the right-of-way along the 150 feet of his property. The county maintains the road and right of way. The ditch needs cleaned badly and dirt replaced. Per a survey done in the past, Mr. Spence's property line is well back of the right of way. Mayor Petterson explained he and Parkey will take a couple of weeks to look over the problem and bring it up at the June 14 meeting.

Mr. Nolan Strawder was given the floor and commented that he will present his insurance on the property designated for fireworks before the end of the month.

#### **Council President Election:**

Nominations were opened for council president with Haehn nominating Taylor. Taylor nominated Croll for council president. Haehn then moved to cease nominations. A vote to determine the council by a show of hands was Taylor receiving 4 votes and Croll receiving 1 vote.

#### **Mayor's Annual Appointments:**

After Mayor Petterson named his appointments and designations, a motion was made by Haas to ratify the mayor's 2018 appointments and designations effective May 10, 2018 until the first city council meeting in May 2019, seconded by Weeks and carried 5-0.

#### **Planning Board Appointments:**

Croll moved to ratify the mayor's reappointment of Robert Harkrader to serve a 3-year term on the New Strawn Planning Commission and Board of Zoning Appeals, effective June 1, 2018 and ending May 31, 2021. This motion was seconded by Taylor and carried 5-0.

A motion was made by Taylor to ratify the mayor's reappointment of Doug Feldhausen to serve a 3-year term on the New Strawn Planning Commission and Board of Zoning Appeals, effective June 1, 2018 and ending May 31, 2021, seconded by Croll and carried 5-0.

#### **Staff Reports:**

Parkey reported that the tower maintenance was completed with washing and sanitizing. The grass islands in the pond have been cleaned off. However, the weeds are overtaking the newly planted grass. A demo was given on the utility lines. The one chosen would run in the \$2,000.00 range. The gravel on Industrial Road has been added and bladed. The dust control spraying has been scheduled.

The clerk requested a date for the city-wide garage sales as there have been numerous calls. A motion was made by Haas to hold the city-wide garage sales the same date as Burlington, which is the first Saturday of August. The motion was seconded by Croll. A \$1.00 fee will be charged to be put on the list of sales. The motion carried 5-0. Since USD 244 handles these sales, it was suggested they handle the paperwork.

Discussion was held on hanging the comprehensive maps in city hall. Several suggestions were made. Parkey will take care of this.

The clerk also reported on a problem with the accounts and payments being made directly to the bank as the city is not receiving any notice of these payments until statements arrive. She was directed to check with the auditors for a solution. Meanwhile she would get an online account with the bank.

A zoning update was given by Ware. The zoning maps have been received and are to be inserted in the zoning books being prepared. Bickley Foster is sending copies of the forms that are needed for permits. No permits were issued this month.

### **Mayor's Report:**

Mayor Petterson informed the council of 5 applications received for the position of city clerk. A motion was made by Haas to enter into a ten-minute executive session to discuss city clerk applications under the nonelected personnel exception to KOMA, and to return to open session at 7:55 p.m. This motion was seconded by Taylor and carried 5-0. Upon returning to regular session, a motion was made by Haas to approve Thursday May 17, for a special meeting to interview candidates for city clerk at 6:30 p.m. at city Hall. This motion was amended by Haas to meet at 6:15 p.m. with the interview process starting at 6:30 pm. The motion was seconded by Haehn and carried 5-0.

As Tom Robrahn has been appointed as city attorney, his compensation was discussed. Mayor Petterson suggested a retainer of \$400.00 a month. This amount covers day to day services. Special services, i.e. court litigations, should be paid at \$125.00 an hour. His first duty would be to draft a contract. Discussion was held on possible discrepancies. A motion was made by Haas to employ Tom Robrahn as city attorney with a retainer of \$400.00 a month and authorizing the mayor to sign the contract with Robrahn. This motion was seconded by Haas and carried 5-0.

The recording of city council meeting was brought up for discussion again. After doing research with other cities, it was found that only large cities record their meetings. It was recommended and the council agreed to not record meetings. The old tapes of previous meeting may be destroyed.

### **Community Building:**

Weeks handed out a printed email from the fire marshal's office. He recommended allowing the fireworks to be sold in the building this year, but all future sales of fireworks be outside. He recommended changing the policy to reflect this for the future.

An inventory list of the new supplies was handed out to council members for review. Supplies have been purchased within the amount allotted of \$250.00 at the last meeting. This list is to be attached to the rental agreement to assure items are retained. The building committee requested a viewing evening with the council to help decide what should be done with leftover items.

**Public Relations Report:**

Haas reported at the last meeting she would check into insurance for fireworks and Strawnfest. A motion was made by Jeanne 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. This motion was seconded by Croll and carried 5-0.

An update on the Veteran's Banner Project was given with 3 people submitting their information on a veteran and paying the fee. There are still 7 poles available.

New flyers have been made to promote the Farmer's Market. A metal all weather sign, 2 x 3 feet, was priced at \$140.00. The Farmer's Market begins Wednesday, May 16. A motion was made by Haas to allow \$150 for a sign for the Farmer's Market to be paid from the General Fund, seconded by Weeks and carried 5-0.

Taylor explained plans for redesigning the corner of city hall as a visitor center with information on the surrounding areas and adding flyers.

The Business Appreciation Dinner on Friday, June 1 is from 11 a.m. to 1 p.m. at Kelley Park in Burlington. The council is invited to help serve at the dinner. Mayor Petterson will be signing a proclamation to for this appreciation. The city business directory has been updated.

**Parks and Recreation Report:**

Haehn reported the new trees that have been planted need the branches at the bottom cleared off in order to look presentable. A tree was lost at the ball diamond. The grass at the ball field has been torn up by a vehicle making a road through the property. It was explained that this need to be stopped as it is a ballfield and vehicle access through it is not allowed.

Fishing license at the park pond were discussed. A tally was requested on how many have been sold in the past. It was noted the restocking amount is decreasing annually.

**Old Business:**

The city hall sign was brought up and reported to be coming along. It would be appreciated if it could be repaired or replaced by Strawnfest on June 23.

**Other Business:**

Jeff's Towing's sign was discussed. It was noted how this business is making the city look bad. It is not supposed to be a salvage yard but a holding area for damaged cars.

As there was no further business, the meeting was adjourned at 8:58 p.m.