

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
March 7, 2022

1. Call to order by Mayor.

2. Roll Call.

Present: Ryan Kern, Mayor
Jerry Fuhrken, Council Member
Theresa Herrs, Council Member
Terry Morse, Council Member
Carolyn Pinnick, Council Member
Roxanne Schottel, Council Member

Absent:

Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk

Others: Cynthia Scheer, Washington County News
Don Alldredge, Washington
Robert Dusin, Washington

3. Citizens Comments.

None.

4. Minutes.

Motion to approve the minutes of the regular meeting held February 7, 2022, by Schottel and seconded by Morse.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

5. Appropriations Ordinance 2022-03.

Motion to approve appropriations ordinance 2022-03 by Herrs and seconded by Morse.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

6. Stephanie Kern Request.

Motion to allow Stephanie Kern to host the annual Jim Clark Memorial softball tournament at the City's big ball field May 7th, 2022, and access to the concession stand by Herrs and seconded by Schottel.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

Motion to allow Stephanie Kern to use the City's big ball field on Sundays from March 20 through May 1, 2022, from 1 to 6 p.m. for a slow pitch softball league by Herrs and seconded by Schottel.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

7. Don Alldredge Request, Washington Fireworks, Inc.

Motion to donate \$1,000 to Washington Fireworks, Inc. for the 2022 Fireworks display by Pinnick and seconded by Herrs.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

8. Robert Dusin Request.

Robert Dusin visited with the Council about not receiving reimbursement for damages to his irrigation system from the Water Contractor. The request for reimbursement was emailed to the contractor and engineer on May 21, 2021. Staff sent another request on March 1, 2022, to the engineer and contractor after learning Dusin was not reimbursed and as of Council time has had no response. Dusin brought in two additional bills with his request to be on the March agenda that have not been sent to the contractor or engineer. Staff was directed to notify the engineer and contractor about the outstanding request for reimbursements.

Dusin also stated the contractor did not make repairs to the landscape or grass they tore up. Council Member Jerry Fuhrken asked with the contractor was coming back and City Administrator Carl Chalfant stated they told him spring. Chalfant has discussed calling the performance bond with Engineer Brian Foster.

Glenda Uhrich called staff on March 7, 2022, and stated they paid Pure Energy and Randy's Plumbing for repairs to their sewer line and have not received reimbursement from contractor Orr Wyatt Streetscapes.

9. Voltage Conversion.

Consensus of the Council was to have staff send out bids to convert lines #2 and Line #4 from 2400 Delta to 4160 Wye. The 2022 Budget has \$50,000 for Voltage Conversion. The conversion needs to be done, said City Administrator Carl Chalfant, and with limited staff it is difficult to do. Chalfant stated he feels the cost needs to be known and the best way is to do a formal bid process and if the bids are too expensive the Council could reject them. Council was given copies of the sketches for the two lines staff is wishing to convert.

10. Power Plant Lease Purchase.

Motion to adopt Ordinance No. 816, AN ORDINANCE DETERMINING THE ADVISABILITY OF FINANCING THE ACQUISITION OF TWO MODEL 38TDD8 1/8 FAIRBANKS MORSE OP ENGINES FOR USE BY THE CITY AND APPROVING AND AUTHORIZING THE EXECUTION OF A LEASE PURCHASE AGREEMENT, WHEREBY THE CITY SHALL LEASE SAID EQUIPMENT UPON TERMS AND CONDITIONS SET FORTH THEREIN by Pinnick and seconded by Morse.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

Motion to approve payment of the Power Plant Compliance invoice in the amount of \$5,000 for the KDHE Construction Permit Application pertaining to installation of two Fairbanks Morse OP Engines by Morse and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

11. Business Utility Incentive Plan.

Motion to accept the Business Utility Incentive Plan and Application with modifications as presented by City Attorney Elizabeth Baskerville-Hiltgen by Schottel and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

12. CMB Special Event Permit.

Motion to approve the Cereal Malt Beverage Special Event Permit for Larry Lovgren during the Washington County Rodeo from 3 p.m. to midnight on Friday, June 10 and Saturday, June 11 at the Fairgrounds by Schottel and seconded by Morse.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

13. Land & Water Conservation Fund Statement.

Motion to authorize the Mayor to sign the 2022 Annual Operation & Maintenance Assurance Statement for Project No. 20-00380 Washington Golf Course by Herrs and seconded by Morse.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

14. Memorandum of Understanding.

Motion to authorize the Mayor to sign a Memorandum of Understanding with North Central Regional Planning Commission for a USDA Rural Development Environmental Review and help procure an archeologist if a Cultural Study is needed at a cost not to exceed \$4,000 by Herrs and seconded by Schottel.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

15. Summer Employees.

Motion to hire Kylee Riechers and Lilee Richard as lifeguards at a rate of \$8.25/hour and Triston Novak as summer help at a rate of \$9.00 per hour by Schottel and seconded by Herrs.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

16. Transformer Quotes.

The Council tabled the purchase of a 300 KVA three phase pad mount transformer to have on hand as a spare. The low quote was \$17,820 plus tax of \$1,514.70. A list of the transformers on order which already exceeds the 2022 budget of \$30,000 was given to the Council. The Council asked staff to provide an inventory list of all transformers on hand in the April Council packet.

Also discussed was the school addition and what their need would be. According to City Administrator Carl Chalfant, Lineman Jake Oppenheimer has visited with the contractor who has not provided what their need will be.

17. Uniform Request.

The Council tabled signing a contract for uniforms for electric and street department employees. Staff sought quotes for uniforms which were given to the Council for review. The Council discussed whether they would be better off purchasing clothing or using a uniform company. City Administrator Carl Chalfant stated the lineman need fire resistant clothing and he preferred renting them from a uniform company. Council asked if uniforms were in the budget. City Clerk Denise Powell gave the Council the 2022 Clothing/PPE budgets for each department.

Also discussed was a need to develop a clothing policy and updating the flame-resistant clothing policy and whether this was a taxable benefit to employees.

18. Silencer/Catalyst for Power Plant Engines.

Motion to approve the purchase of two catalyst silencers from Power Plant Compliance for the two new power plant engines at a cost of approximately \$54,000 by Morse and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken
Theresa Herrs
Terry Morse
Carolyn Pinnick
Roxanne Schottel

19. City Administrator Report.

- a) **Purple Wave.** The 1994 bucket truck sold on Purple Wave for \$16,000 and the flail mower sold for \$500. Both items have been picked up, and the truck removed from insurance.
- b) **Dollar Tree/Family Dollar.** City Administrator and electric staff have been discussing utilities and placement of the new proposed Dollar Tree/Family Dollar store. City Administrator sent a letter to the developer requesting assistance with street improvements. Staff also sent an invoice for electric materials per the bid. As of February 2, 2022, no response has been received to either inquiry. Chalfant also attended a zoom meeting with the developer and KDOT over access concerns.
- c) **City Repeater.** Daniel Schell, Haug Communications, was here Tuesday, March 1, 2022, to move the local city government repeater off the water tower out to the Blue Valley Communications tower on 18th road during the water tower maintenance. Blue Valley Tele-Communications, owner of the tower, and Washington County 911, were gracious enough to allow the city's equipment to be placed there.

The red light on the top of the water tower is a FFA warning device according to City Administrator Carl Chalfant. Chalfant stated he is working with the engineer and contractor to raise the light during maintenance of the tower.

- d) **Goals.** Department heads are working on preparing goals for the next five years for consideration and budgeting. I would like Council to also work on a list as well. Once received staff will review with Council and develop a 5-, 10-, & 15-year plan.
- e) **CIPP.** Mayer's Specialty Services LLC moved into town the last week of February, to clean and perform camera work on the sewer mains. This work is required for the Cured in Place Piping of sewer line project for 2022. Chalfant said the cleaning was completed Friday. City staff completed identifying a few taps that the contractor wasn't able to be verified.
- f) **Water Tower Rehab.** Utility Service Company, Inc. is scheduled to start work on the water tower rehabilitation Monday, March 7, 2022. Once the tower is emptied, the city will maintain water pressure through the VFD pumps at the water plant. The city may have to request customers to refrain from irrigating if pumps cannot keep up with demand during the paint curing process.
- g) **City Hall.** Glenn Bekemeyer contacted staff on February 25, 2022, stating he was a Behlen Building dealer. If the Council were to consider the purchase of a building for City Hall he would be interested in quoting it as he feels it could be substantially less than what was estimated by the engineer. Bekemeyer said he would sell the building and contract the labor.
- h) **GRDA.** Staff shared an email with the Council from Cameron Philpott, GRDA Manager of Customer Services & Business Development, concerning the uncertain times surrounding the cost of energy. Chalfant stated he feels like it is a forewarning of increasing energy cost.
- i) **Rate Study.** Staff has received the rate study and will review it. Darren Prince, KMEA manager, regulatory and rates, will go over the study with Council.

20. City Clerk's Report.

- a) **Fire.** Staff has been in contact with Nicole Rathe, owner of the house at 210 W 5th that was damaged during an early morning fire on 3-1-2022. According to the City's policy a lien should be filed by the City for 15% of the covered insurance claim payment. Staff has asked City Attorney Elizabeth Hiltgen to prepare and file the lien. Staff has also visited with Troy Jensen, owner of the house at 112 W 1st Street, that was damaged during an early morning fire on March 6, 2022, who stated he had no insurance on the property. Applications for the housing demo program will be given to both property owners.
- b) **Fuel Adjustment.** The fuel adjustment for bills due March 10, 2022 (January usage) is +.09861 utilizing \$10,000 of expenses that were adjusted to levelize the fuel adjustment on utility bills due to the cold snap February 2021. The remaining expense to be adjusted is \$25,500 of the KMEA EMP2 & KMEA GRDA bills.
- a) **Insurance Claim.** An insurance claim was filed on February 18, 2022, for damage incurred during the December 15, 2021 windstorm, to the Cedar Hills Golf Course club house (some shingles missing), cart sheds and driving range net. On March 4, 2022, Ryan Huckett submitted an estimate of repairs from Theimer Claims Service, which is enclosed along with email correspondence.
- b) **Reports.** The Washington County Senior Citizens Meal Site January 2022 financials and January and February Fire Department minutes were given to the Council for review.

21. Council Reports.

Carolyn Pinnick

- a) **Streets.** Pinnick discussed the condition of the City streets. She said they need attention and asked about hiring a contractor to redo them. City Administrator Carl Chalfant said once the weather allows staff plans to skim and overlay some of the streets.

Terry Morse

a) 5th & D St All Way Stop. Morse asked what the conclusion was about putting an all way stop at 5th & D. City Administrator Carl Chalfant stated he was going to visit with Sheriff Justin Cordry for a recommendation.

b) Playground. Morse asked if staff had ordered sealer and mulch for Munchkinland. City Administrator Carl Chalfant stated it has not been ordered.

Ryan Kern

a) Golf Course. Mayor Kern reminded staff that the golf course wants to seal the drive and dam this year.

Motion to adjourn by Schottel and seconded by Herrs.

Vote: Ayes: Jerry Fuhrken
 Theresa Herrs
 Terry Morse
 Carolyn Pinnick
 Roxanne Schottel

Meeting adjourned at 8:25 p.m.

Denise M. Powell, City Clerk