

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting –City Hall
November 2, 2020

1. Call to order by Mayor.

2. Roll Call.

Present: Ryan Kern, Mayor
Kevin Elder, Council Member (Telephone)
Theresa Herrs, Council Member
Don Imhoff, Council Member
Roxanne Schottel, Council Member
Absent: Melanie Bryant, Council Member
Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk
Others: Chris Pannbacker, Washington County News

3. Citizens Comments.

No public comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held October 5, 2020, by Schottel and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

5. Appropriations Ordinance 2020-11.

Motion to approve appropriations ordinance 2020-11 by Schottel and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

6. Utility Easement.

Motion to approve a Public Utility Easement for the South 10 feet of Lot 12 in the City's industrial park by Schottel and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

7. EMT Applicant.

Motion to approve the hire of EMT Lindsay Augustine by Herrs and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

8. Advance Insurance Renewal.

Motion to approve 2021 renewal of the Advance Insurance Policy providing employee life, short-term disability and accidental death insurance as presented by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

9. Employee Christmas Memo.

Consensus of the Council is to give \$35 in Washington Chamber of Commerce scrip to firemen, EMS, fulltime employees, Council and Mayor.

Motion to allow fulltime employees to have Christmas Eve off with pay and City Hall to be closed by Imhoff and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

10. Christmas Lighting Contest.

Motion to approve the 2020 Christmas Lighting Contest with the following prizes:

1st Place – 100% off the customer’s electric portion of their utility bill due on February 10, 2021;

2nd Place – up to \$50 off the customer’s electric portion of their utility bill due on February 10, 2021;

3rd Place – up to \$25 off the customer’s electric portion of their utility bill due on February 10, 2021 by Schottel and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Council members will judge Christmas lights December 18, 2020, and the winners will be announced December 21, 2020.

11. Employee Health Insurance.

Motion to pay the 2021 health insurance premiums of BCBS Classic SG Choice 2 Option B health insurance plan for employees, spouse and dependents, employee only dental and allow employees the option to buy up to Classic SG Choice 1 Option A health insurance premiums and spouse/dependent dental with the employee paying the difference by Imhoff and seconded by Herrs.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Motion to reimburse employees for Medicare premiums for Medicare eligible employees and their spouses who are not enrolled in the City’s BCBS plan structure by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

12. B Street Pay Request.

Motion to authorize the Mayor to sign Contractor’s Application for Payment No. 6 from Vogts Parga Construction and approve payment of the City’s share of \$27,483.20 less 10% retainage of \$2,748.32 by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

13. Water Project.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 8 from Orr Wyatt Streetscapes in the amount of \$293,178.42 by Schottel and seconded by Elder.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

14. Water & Wastewater Apprentice Program.

Motion to approve and authorize the Mayor to sign the Employer Acceptance Agreement between Kansas Rural Water Association and the City of Washington by Herrs and seconded by Elder .

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

15. Street Lights Program.

Tabled a discussion on the street light program offered by NextEra Energy. The program offers to pay upfront cost to replace all street lights at one time which the City would pay back over an allotted time. Staff has been replacing burnt out street lights bulbs with corn light bulbs.

16. COVID 19 Update.

Motion to approve the updated COVID 19 Action Plan as proposed by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

17. City Administrator Report.

- a) **Storm Sewer Crossings.** City Administrator Carl Chalfant visited with Jay Holle. Midwest Materials, Inc., for recommendation to replace storm sewer crossings as the sidewalks are failing.
- b) **Library.** City Administrator Carl D. Chalfant approved a request from Janet Keller, librarian, to pursue estimates and a grant for replacement of the book drop at the library.
- c) **City Website/Email Accounts.** The City's new website launched October 22, 2020. The new site is temporarily located at <https://washingtonks.municipalimpact.com/>. Staff was also notified October 20 that Valnet, previous webhosting company and current email provider, is ceasing operations effective November 15. Scoville contacted them immediately but was unable to visit with a representative.

On October 30, Scoville visited with a representative from TelXP.com who explained the City could still maintain services through TelXP, the company that absorbed the infrastructure from Valnet. The cost would go up five cents per month, for a total of \$15/monthly, and would preserve all email functionality as well as redirect the old domain of washingtonks.net to the new site for a smoother transition. TelXP would also include 50 free email addresses instead of the five previously offered by Valnet. Ultimately, it is cheaper, more secure, faster, and easier on staff to proceed with TelXP to continue with domain hosting

and email functionality. It is \$180 annually, and to purchase our own domain plus a platform to manage and preserve our current email addresses would be much more costly.

- d) **Voltage Conversion Mutual Aid.** Voltage conversion of feeder line 5, south of Mill Creek, is scheduled for Sunday, November 22, 2020. This will involve an electrical outage for most of the day. Staff coordinated with Mike Schmaderer, KMEA/MidStates, City of Clay Center Public Works, and Great Plains who will assist with the conversion. Clay Center Public Utilities and Great Plains have each offered two bucket trucks with two personnel with each truck. Schmaderer will be here Friday, November 20 to go over the project and hook up four outputs in the substation so the tiebreaker can be operated remotely.
- e) **Water Rate Review.** Staff will be reviewing expense and revenue for the past 12 months, along with projected debt service payments to determine if a water rate increase next year will be warranted.

18. City Clerk's Report.

- a) **Printer.** Staff has had numerous problems with one of the Xerox printers which has been down since October 22, 2020. Support calls have been placed with LockIt and with Xerox Page Connect.
- b) **Reports.**
 - a. **Washington County Senior Citizens Meal Site.** The September 2020 financials for the Washington County Senior Citizens Meal Sites and Fire minutes for October 2020 were given to the Council for review.

19. Reports.

Ryan Kern.

Speed Hump. Kern inquired about the speed humps on North D Street. He said he thought there was to be four humps but only one is installed. City Administrator Chalfant said he would visit with Sheriff Cordry. Elder said Cordry didn't understand they needed a pilot hole.

20. Executive Session for Non-elected Personnel.

Motion to enter into executive session to review application for employment for non-elected personnel to include the Mayor, Council, and City Administrator to resume in the Council chambers at 7:45 p.m. by Imhoff and seconded by Schottel.

Vote: Ayes: Kevin Elder
Theresa Herrs
Don Imhoff
Roxanne Schottel

Motion to adjourn by Schottel second by Herrs.

Vote: Ayes:
Kevin Elder
Theresa Herrs
Roxanne Schottel

Meeting adjourned at 7:46 p.m.

Denise M. Powell, City Clerk