

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting –City Hall
December 5, 2022

1. Call to order by Mayor Ryan Kern.

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: City Administrator Carl Chalfant
Denise Powell, City Clerk
Caroline Scoville, Full-time EMT

Others: Cynthia Scheer, Washington County News
Scott Zabokrtsky, Washington County Commissioner

3. Citizens Comments.

None.

4. Minutes.

Motion to approve the minutes of the regular meeting held November 7, 2022, by Herrs and seconded by Pinnick.

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

5. Appropriations Ordinance.

Motion to approve Appropriations Ordinance 2022-12 by Pinnick and seconded by Morse.

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

6. Washington County Commissioners.

Scott Zabokrtsky, Washington County Commissioner, was present to discuss a countywide ambulance service in which the Commissioners are in full support. They are working on ways to fund the service which wouldn't be available until 2024. If the funding were sales tax or mill levy it would have to go to a vote, said Zabokrtsky.

Consensus of the Council is that something needs to be done and they are in support of the countywide effort.

Fulltime EMT Caroline Scoville stated there is a story in today's paper and other news sources quoting Commissioner Willbrant saying no stations would close. Zabokrtsky stated there is no intention of closing any as they are all needed. He said "the biggest hurdles are funding and finding more people."

Zabokrtsky said with Washington covering Hanover they should be compensated. Scoville said the hourly on call wages for Hanover not counting standby or runs adds \$55,000 in expense to the City's budget. Scoville asked that the County distribution be recalculated.

7. Industrial Park Bids.

Motion to award the contract for water and sewer line extension in the City's Industrial Park to Ohlsen Right of Way & Maintenance Inc. at a cost not to exceed \$104,383.45 and authorize the Mayor and City Attorney to process all contract documents and proceed with construction contingent upon USDA approval by Herrs and seconded by Pinnick.

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

Motion to accept Amendment No. 2 of the Amendment to Owner-Engineer Agreement not to exceed \$20,000 for Resident Project Representative, BG Consultants Inc., for the Water Systems Project contingent upon USDA approval by Schottel and seconded by Fuhrken.

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

8. Rotary Memorandum of Understanding.

No action was taken on the Memorandum of Understanding with Rotary for the Pickleball Courts.

9. Executive Session Non-Elected Personnel.

Motion to enter into executive session to discuss employee evaluation and job performance for non-elected personnel to include the Mayor, Council, and City Administrator to resume in the Council chambers at 8:15 p.m. by Herrs and seconded by Pinnick.

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

Motion to enter into executive session to discuss employee evaluation and job performance for non-elected personnel to include the Mayor, Council, and City Administrator to resume in the Council chambers at 8:31 p.m. by Schottel and seconded by Pinnick.

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

Motion to enter into executive session to discuss employee evaluation and job performance for non-elected personnel to include the Mayor, Council, and City Administrator to resume in the Council chambers at 8:46 p.m. by Pinnick and seconded by Herrs.

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

Motion to enter into executive session to discuss employee evaluation and job performance for non-elected personnel to include the Mayor and Council to resume in the Council chambers at 9:03 p.m. by Herrs and seconded by Schottel.

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

Motion to enter into executive session to discuss employee evaluation and job performance for non-elected personnel to include the Mayor, Council and City Administrator to resume in the Council chambers at 9:16 p.m. by Herrs and seconded by Schottel.

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

Motion to give a .50 cent wage increase to Street, Water Wastewater Operator #2 effective the first full pay period following their anniversary date by Pinnick and seconded by Schottel.

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

Motion to give the following wage increases effective with the first pay date in January as follows: 10% EMT Weekday, EMT Weekend, EMS Standby, FR Weekday, FR Weekend, Treasurer, Electric Lineman #1, City Clerk, Fulltime EMT; 5% Administrator, Public Works Superintendent; \$1.00 per hour increase to electric lineman #2, 50 cents per hour to Water Wastewater Street Laborer #1 & #2 and Power Plant Operator, by Schottel seconded by Herrs.

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

10. Cereal Malt Beverage Licenses.

Motion to approve 2023 cereal malt beverage licenses for Casey's Retail Company, Leiszler Oil dba Short Stop #25, and Washington Bowl by Schottel and seconded by Herrs.

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

11. Refuse Hauler Licenses.

Motion to approve 2023 refuse hauler licenses for C & M Refuse, Inc., Jones Trash Service, Durflinger Disposal Service, Temps Disposal Service, Inc., and Get Er Dumped by Herrs and seconded by Pinnick.

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

12. Refuse Bids.

Motion to approve the bid from C&M Refuse, Inc., for refuse service for 2023-2024 in the amount of \$1,260.00 per year by Schottel and seconded by Morse.

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

13. Laundry Service Bids.

Motion to approve the bid from Unifirst for laundry service for 2023-2024 in the amount of \$31.65 per delivery with every four-week service and authorize the Mayor to sign the rental service agreements when presented by Herrs and seconded by Pinnick.

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

14. Employee Resignation.

Motion to accept the resignation of Alex Alldredge, EMT, effective December 9, 2022, by Herrs seconded by Pinnick.

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

15. Advance Insurance.

Motion to amend the motion made at the November 7, 2022, meeting to approve 2023 renewal of the Advance Insurance Policy increasing the employee life insurance from \$10,000 to \$15,000, for short-term disability and accidental death insurance by Herrs and seconded by Morse, to approve the 2023 renewal of the Advance Insurance Policy for benefit amount of \$20,000 at a rate of .44 cents per \$1,000 for short-term disability and accidental death insurance by Herrs and seconded by Fuhrken.

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

16. Tree Removal Quote.

Motion to approve the quote of True Axe, upon receipt of certificate of insurance, to remove a tree and clean up debris on the south side of property located at 19 North B Street at a cost not to exceed \$2,500 by Schottel and seconded by Herrs.

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

17. NCRPC Agreement.

Motion to approve and authorize the Mayor to sign the Professional Service Agreement with North Central Regional Planning Commission for assistances with the KDOT Cost Share Application at a cost not to exceed \$500 by Schottel and seconded by Pinnick.

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

18. Water Project Pay Request.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 3 Sargent Drilling in the amount of \$5,134.89 by Herrs and seconded by Fuhrken.

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

19. Transformer Recondition Quote.

Motion to approve the recondition of a three-phase pad mount 500 KVA transformer from Sunbelt-Solomon Solutions at a cost of \$8,865 plus tax by Morse seconded by Fuhrken.

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

20. KDOT Agreement for Reimbursement.

Motion to authorize the City Administrator to sign KDOT Agreement and associated paperwork with billing as accrued for damages due to detoured traffic subject to approval by the Secretary of Transportation with KDOT by Schottel and seconded by Morse.

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

21. Tim Pinnick Request.

Consensus of the Council is to approve the permit for acknowledgement of location purposes only for Timothy A. Pinnick, for a 500-pound Liquified Petroleum Gas Storage Tank for his shop located at 496 Airport Road. City Administrator Carl Chalfant stated the tank must be installed to the NFPA 58 standards.

22. City Administrator Report.

- a) **Power Plant Roof.** The Power Plant membrane roof was damaged when the exhaust air intakes were removed. Staff obtained a cost estimate for repair from Geisler Roofing, the original installer, at a cost of \$4,675. Chalfant spoke with Chris Farabee, who has agreed to pay for the damages. The repairs will not be made until the new intakes are installed. Farabee's staff has temporarily patched the damaged areas to keep the roof from leaking.
- b) **Electric Grant.** Staff spoke with Mike Schmaderer, KMEA Mid-States, in reference to seeking a grant for resilience and reliability purposes made available through the Bipartisan Infrastructure Law. Consideration would be for electric upgrades at power plant not paid as part of the lease-purchase; upgrades to the last two feeder lines 1 & 3, and electric voltage conversion.
- c) **Power Plant Operator.** A copy of the power plant operator job description was given to the Council for review. Staff will start placing ads for the hire of power plant operator upon approval of the job description. Consensus of the Council was to advertise for Power Plant Operator/Superintendent to replace Rick Applegarth, who will retire at the end of the year.
- d) **Ambulance Board.** Washington County Commissioners previously requested the ambulance board create a survey regarding funding associated with a county wide service. The ambulance board met with the Commissioners on November 7, and they indicated they would begin visiting with the City Councils.
- e) **Drainage Waterway at Lagoons.** Staff is seeking quotes for the dirt work to clean and consider building a levy on the east side of city's lagoon. It has silted in and breached causing a large ditch to be washed across Dale Keesecker's field.
- f) **Housing Demo.** Staff has contacted Orval Jueneman Dozer Service, to see if they will extend their price from the spring housing demo to remove the structure at 210 W 5th Street.
- g) **Sewer.** Staff was notified on November 15, 2022, by Randy Latta, Randy's Plumbing, of a sewer issue at 300 W 3rd Street. Latta performed a camera inspection of the line and found the tap had not been cut open after the contractor lined the sewer. Staff notified Austin Torrente, with Mayer Specialties, who arrived the next day to open the line. An invoice from Randy's Plumbing will be forwarded to Mayer Specialties.
- h) **Employee Retirement.** Council was reminded that a retirement reception will be held at City Hall for Rick Applegarth, power plant operator, from 2 to 4 p.m. on Thursday, December 29th.
- i) **Christmas.** Christmas Day, December 25, is on Sunday this year and City Hall will close at Noon, Friday, December 23rd and be closed Monday, Dec. 26th in observance of Christmas. New Year's Day is Sunday and will be observed Monday, Jan. 2, 2023. Consensus of the Council was to give \$50 in scrip to fulltime employees and \$30 in scrip for parttime employees (fire, ems, Council and Mayor).

- j) **Playground Committee.** Notes from the Playground Committee were given to the Council for review. Their next meeting is December 5 at ESB.
- k) **Cedar Hills Golf Course.** City Administrator Carl Chalfant spoke with Ryan Hockett, Cedar Hills Golf Course, about the City entering into a lease-purchase on behalf of the golf course after receiving correspondence from City Attorney Elizabeth Hiltgen. Hockett stated changes have been made to the scope of the project and they were going to try and fund it themselves.
- l) **Orr Wyatt Streetscapes.** Andy Jones, Orr Wyatt Streetscapes, called December 5th and plans to move some equipment in today, Dec. 5th, and the rest tomorrow to correct the curb radius at 1st and D Streets.
- m) **Sewer Lining.** City of Marysville will not be doing sewer lining so City of Washington will put together a bid for sewer lining along with other cities.

23. City Clerk's Report.

- a) **Christmas Lighting Contest.** Mayor and City Council will be judges for the Christmas lighting contest Sunday, December 18, 2022.
- b) **KGS.** Staff received official notice of acceptance of Ordinance 819, the Kansas Gas Franchise Fee.
- a) **Reports.** Fire Department minutes of November 2022 were given to the Council for review.

24. Council Reports.

Morse.

- a) **318 Pierce Street.** Received a complaint of trash sitting that has been scattered around the property and across the road. Staff will send code violation.
- b) **Street Project.** Asked about visiting with a contractor like Hall Brothers about repurposing the City's streets rather than redoing the whole thing. Could it be something the City could look into to get the streets done for less money, asked Morse. City Administrator Chalfant if there were good curbs and no brick underneath it might be an option. Streets would need to be evaluated street by street.

Fuhrken.

- a) **Cement Truck Cleanout.** Asked that Midwest Materials be called about cleaning out their trucks on Pierce Street. They are leaving small piles of cement and it doesn't look like much until you hit it. City Administrator Chalfant will visit with Jay Holle.

Meeting to adjourn Noon December 29th by Schottel and seconded by Fuhrken.

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

Meeting adjourned at 9:47 p.m.

Denise M. Powell, City Clerk