

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
June 6, 2022

1. Call to order by Council President Roxanne Schottel.

2. Roll Call.

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

Absent: Ryan Kern, Mayor

Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk
City Attorney Elizabeth Baskerville-Hiltgen

Others: Rebecca Holsch, Washington
Justin Dragastin, The Dragastin Agency
Paul Monty, Washington Rotary Club
Cynthia Scheer, Washington County News
Darren Prince, KMEA Manager of Regulatory & Rates, Conference by Phone

3. Citizens Comments.

No comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held May 2, 2022, and special meeting minutes of May 9, 2022, by Morse and seconded by Pinnick.

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

5. Appropriations Ordinance 2022-06.

Motion to approve appropriations ordinance 2022-06 by Herrs and seconded by Morse.

City Attorney Elizabeth Baskerville-Hiltgen joined by telephone conference at 6:40 p.m.

6. Executive Session.

Motion to enter into executive session to discuss damages to property for consultation with attorney on matters deemed privileged in an attorney-client relationship to include the Council, City Administrator and City Attorney to resume in the Council Chambers at 6:41 p.m. by Herrs and seconded by Morse.

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

Motion to reimburse Becca Holsch \$715.64 for sewer cleanup at 220 West 3rd Street by Herrs and seconded by Morse.

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

City Attorney Elizabeth Baskerville-Hiltgen left the meeting at 6:45 p.m.

7. The Dragastin Agency Request

Justin Dragastin, The Dragastin Agency, presented a dividend check in the amount of \$19,176.39 from EMC Insurance. The City is a participant in the KMU Safety Group Program. The total program dividend for 2021 is \$3,902,164.08 which represents 17.51% of the program premium.

8. Washington Rotary Club Request.

Paul Monty, Washington Rotary Club, visited with the Council about the installation of two pickle ball courts on the north tennis court. Monty stated Rotary has raised the money and is ready to begin work. The Rotary will pay for installation and it will be up to the City to maintain, stated Monty. The two courts will run east and west and have a surface much like the school track.

9. KMEA Rate Study.

Motion to authorize the City Attorney to draft an ordinance to mimic Rate Design 2 3-year of the KMEA Electric Utility Rate Review and zero out the ECA by Herrs and seconded by Pinnick.

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

Darren Prince, KMEA manager of Regulatory & Rates discussed changes made to the Electric Utility Retail Rate Review using the 2021 actual expenses and revenues since the audit was completed. Prince recommended the three-year rate design as it has the least impact to customers and the City currently has an adequate amount of cash on hand

10. Electric Apprenticeship Wage Scale.

Motion to set the pay scale for lineman apprenticeship program at a minimum entry of \$16 and a minimum completion at \$26.50 per hour by Herrs seconded by Pinnick.

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

11. Transformer Repairs.

Motion to ratify the repair of one 500 KVA transformer and one 300 KVA transformer from live front to dead front HV bushings at a cost of \$8,230 from Sunbelt Solomon by Morse and seconded by Pinnick.

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

12. Substation Maintenance.

Motion to approve the quote from KMEA Mid-States to develop a maintenance plan for the substations as presented not to exceed \$8,500 plus tax by Morse and seconded by Fuhrken.

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

13. Executive Session Non-Elected Personnel.

Motion to enter into executive session to discuss employee performance of non-elected personnel to include the Council, City Administrator and City Clerk to resume in the Council Chambers at 8:09 by Herrs and seconded by Pinnick.

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

Motion to give Power Plant Operator 2 a \$1.00 per hour wage increase by Morse. Motion died for lack of a second.

Motion to give Power Plant Operator 2 a 50 cent per hour wage increase effective on the next full pay period by Herrs and seconded by Pinnick.

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

14. Mayoral Appointments.

Motion to appoint Andrea Alldredge to the Library Board effective June 6, 2022 through March 31, 2026 by Herrs and seconded by Fuhrken.

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

15. Electric Line Upgrade.

Motion to approve the bid of Great Plains Power for an electric line upgrade including replacement of four utility poles along the south side of Highway 36 and installation of two poles on the north side of Highway 36 from the corner of D Street west to feed the new Dollar Tree/Family Dollar at a cost not to exceed \$24,914 plus tax by Morse and seconded by Fuhrken.

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

16. Temperature Regulator Quote.

Motion to purchase a Jordan MK 80 Temperature Regulator at a quote not to exceed \$5,481.02 plus freight by Morse and seconded by Pinnick.

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

17. City Administrator's Report.

- a) **Unifirst Contract.** The contract from Unifirst for fire rated clothing quoted the wrong delivery route charge. The quote had \$2.05 per week and should have been \$3.05 per week. Chalfant approved the change to keep the process moving. Staff is still working on a fire rated clothing policy.
- b) **Munchkinland.** Rachel Tegtmeier and Andrea Alldredge, Washington residents, met with staff to discuss the playground committee. They have also been in contact with the Lions' Club and will be meeting with them on Tuesday, June 7, to discuss the projects. Consensus of the Council was to create a playground committee consisting of five members.

Leathers & Associates has provided some proposals for repair and replacement of Munchkinland that will be given to the committee.

- c) **Annexation Request.** Mark Cutts who is requesting annexation of property at 108 N B Street stated he is awaiting the survey to be completed.
- d) **July 4.** Staff plans to continue the tradition of free swim from 1-5 p.m. on July 4th.
- e) **Street Improvement Project.** Staff is waiting for a determination from CDBG on the continuation of the funding for the street programs before anything further. Chalfant wrote a letter on behalf of city in support of funding small cities and not putting all their money to regional projects.
- f) **CIPP.** Cleaning and camera inspections are completed, waiting for a start date to be finalized for installation of the sewer lining for this project. They were in town on June 3, 2022, to do a portion of the lining.
- g) **Goals.** Department heads are working on preparing goals for the next five years for consideration and budgeting. The Council would like the list included in the July Council packet.
- h) **Water Tower Rehab.** The water tower project is completed and the tower was filled back up.

18. City Clerk's Report.

- a) **Washington County Senior Citizens Meal Site.** The Washington County Senior Citizens Meal Site financials for April 2022 were given to the Council for review.

- b) **Fire Department.** The May Fire meeting minutes were given to the Council for review. Jeff Welch retired April 30, 2022, Wayne Bolejack retired May 31, 2022, and Ryan Yungeberg resigned May 7, 2022 from the fire department.

19. Report.

Carolyn Pinnick

- a) **5th Street Property.** Discussed the house at 210 W 5th Street that was damaged by fire. Consensus of the Council was to notify property owner and insurance company to tear down the structure.
- b) **Industrial Park.** Discussed the appearance of the Industrial Park. Council asked staff to contact property owners to mow and clean up around their structures.
- c) **Munchkinland.** Pinnick asked what the plans for Munchkinland were. City Administrator Carl Chalfant stated there weren't any at this time. A Park Committee will be formed to explore ideas.
- d) **Cemetery.** Pinnick stated she received complaints about the cemetery. Council Member Theresa Herrs stated she has a problem with all employees mowing when there are lots of other projects that need to be done. She discussed going out for bid to mow.
- e) **Potholes.** Discussed the need to work on the streets and fill potholes.

Terry Morse.

- a) **Potholes.** Morse concurred with Pinnick on potholes and pointed out West College south of the bus barn needs some attention. He also asked that the parade route be made a priority when filling potholes.
- b) **RV Park.** Morse stated the RV park hasn't been mowed and rock needs to be placed where campers park. Morse stated he would like to see campers get the first night of their stay free.
- c) **City Owned Lots.** Morse asked if the City owned any vacant lots. City Clerk Denise Powell stated not at this time.
- d) **Economic Development.** Morse inquired about incentives for businesses. Staff stated the City piggybacks off the County plan. He also inquired about the Chamber of Commerce and working with the Economic Development Group.

Jerry Fuhrken

- a) **Blighted Properties.** Fuhrken stated the City needs to be proactive in getting property owners to clean up their properties and discuss code enforcement.

Roxanne Schottel

- a) **Streets.** Schottel stated if something doesn't happen with East 2nd & 3rd Streets soon, they will have to be milled down and start over.

Motion to adjourn by Herrs and seconded by Pinnick.

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

Meeting adjourned at 9:20 p.m.

Denise M. Powell, City Clerk