

**WASHINGTON CITY COUNCIL MINUTES**  
**Regular Meeting – City Hall**  
**August 7, 2023**

**1. Call to order by Council President Roxanne Schottel.**

**2. Roll Call.**

Present: Jerry Fuhrken, 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

Others: Cynthia Scheer, Washington County News  
Jerry Kellogg, Washington

**3. Citizens Comments.**

None.

**4. Minutes.**

Motion to approve the minutes of the regular meeting held July 3, 2023, and adjourned meeting of July 19, 2023 by Morse and seconded by Pinnick.

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

Motion to approve the minutes of the adjourned meeting of July 19, 2023 by Morse and seconded by Pinnick.

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

**5. Appropriations Ordinance 2023-08.**

Motion to approve appropriations ordinance 2023-08 by Morse and seconded by Pinnick.

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

**6. 210 W 5<sup>th</sup> Street.**

Jerry Kellogg, at the request of the Council at their July meeting, was present to discuss the demolition progress on the structure he owns at 210 West 5<sup>th</sup> Street. Photos were taken June 30, 2023, and given to Council for review. Kellogg stated he did remove the storm windows and replaced them with plywood. He said he had a little cleaning up to do but other than that he would like to consider it the project done. Council President Schottel thank Kellogg for working with them.

**7. 2024 Revenue Neutral Rate and Budget.**

Motion to authorize staff to publish the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing 2024 budget on the City's website and in the Washington County News, the official city newspaper, to hold a public hearing at 6:30 p.m., September 5, 2023, at City Hall by Pinnick and seconded by Morse.

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

**8. FNB Fall Fest Request.**

Motion to approve the Loudspeaker/Sound Amplifier permit, Street Use permit, and Special Purpose Vehicle Registration Form Request for Exemption applications from FNB for September 16, 2023 contingent upon receipt of certificate of liability insurance by Pinnick and seconded by Morse.

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

**9. Electric Voltage Conversion.**

Motion to approve and additional \$13,815.00 to IES for electric voltage conversion of line two and four and two pole replacements to be paid out of the electric fund by Morse and seconded by Pinnick.

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

**10. LKM Conference Voting Delegate.**

Motion to appoint Terry Morse as a 2023 voting delegate to represent the city in the conduct and management of the affairs of the League of Kansas Municipalities by Pinnick and seconded by Schottel.

Vote: Ayes: Jerry Fuhrken  
Carolyn Pinnick  
Roxanne Schottel  
Abstain: Terry Morse

**11. Water Project Pay Request.**

Motion to approve Water Project Payment Request in the amount of \$2,589.22 by Morse and seconded by Pinnick.

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

**12. City Administrator Report.**

**a) EMS Service of the Year.** City of Washington EMS was awarded the 2023 Volunteer EMS Service of the Year by the Kansas Emergency Medical Services Association. Full-time EMT Caroline Scoville and Director Leland Cook will attend the annual KEMSA conference August 12th in Mulvane to accept the award.

**b) Kansas Gas Service.** Staff received notice from Barry Finlayson, Kansas Gas Service, about upcoming work in the city to replace gas lines. They will start in the next couple of weeks, and the project will last a couple months. The contractor will contact residents individually, and asked staff to share the information with residents.

**c) Industrial Park Utility Extension.** The contractor extending utilities in the City's Industrial Park will finish work in the next couple of weeks. Sewer mains are laid, and they're working on water lines.

- d) **Substation Transformer Repair.** Repairs to the Substation transformer on D Street have been put on hold until October.
- e) **Conversion.** Staff and IES should be commended for their quick response and completion of conversion on feeder lines two and four during the peak usage season, for minimizing outages and reinstating businesses and residences as quickly as possible. As previously discussed, this became an emergency repair situation once the regulator failed at the intersection of C Street and U.S. 36 highway.
- f) **Sewer Lining.** Mayer Specialties has completed approximately two-thirds of this year's sewer lining project.
- g) **Playground Committee.** City Attorney Elizabeth Hiltgen reviewed the playground preliminary proposal from Leathers & Associates and had some follow-up questions. Hiltgen visited with a representative from Leathers and Associates and playground committee. The cost is overwhelming when you look at the bottom dollar of \$500,000 to replace the current structure with a like one, Hiltgen said.

Hiltgen inquired what happened if the committee falls short of fundraising goals and Leathers stated they could do a redesign at \$110 per hour. Also discussed was grants and other funding sources, and Leathers said they provide those resources to the fundraising committee.

The \$100,000 the Council has committed from the Larry A. Davison memorial to the playground will basically pay the fees for Leathers, stated Hiltgen. Leathers agreed to extend the current proposal another 30 days to give the committee and Council time to discuss options and also offered to have a Zoom meeting with both.

Hiltgen said whatever direction the playground committee goes the council should adopt a resolution that once playground is built and installed the city will maintain it going forward. Hiltgen will report to City Clerk on what to put on agenda for next month.

- h) **US 36 & Grove Street.** City staff began tearing up Grove Street to re-lay it following the U.S. 36 construction traffic and it was determined to be difficult to form asphalt to the storm sewer outlet. City Administrator Carl Chalfant discussed this with KDOT's Katie Lilly, who states they can't do anything about it because it is beyond their right of way. Chalfant asked Smoky Hill, the KDOT contractor, to provide a cost to pour that section with concrete from the existing concrete line south six feet the full width of the street, as staff does not have the ability to do the work. This is something that cannot wait, it needs to be ready to open when the U.S. 36 project is completed said Chalfant.
- i) **Power Plant.** Staff notified Chalfant the air compressors don't work at power plant. There is an electric short in one of the conduits and rewiring will need to be done. The plan is to reroute wiring to a brand-new existing breaker box that will be paid out of the power plant maintenance.
- j) **Mower.** Staff notified Chalfant that the 2017 Grasshopper lawn mower has a blown engine. Council asked staff to compare prices on an engine and a new mower.

**13. City Clerk's Report.**

- a) **Reports.** The Washington County Senior Citizens Meal Site June 2023 financials and July Board minutes and July Fire minutes were given to the Council for review.

**14. Executive Session.**

Motion to enter into executive session to discuss possible litigation or claims against the city under attorney-client privilege to include the Council, City Administrator and City Attorney to resume in the Council chambers at 7:10 p.m. by Schottel and seconded by Pinnick.

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

Motion to adjourn by Schottel and seconded by Pinnick.

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

Adjourned at 7:12 p.m.

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**Denise M. Powell, City Clerk**