

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting –City Hall
May 3, 2021

1. Call to order by Mayor.

2. Roll Call.

Present: Ryan Kern, Mayor
Theresa Herrs, Council Member
Carolyn Pinnick, Council Member
Roxanne Schottel, Council Member

Absent: Kevin Elder, Council Member
Don Imhoff, Council Member

Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk
Terry Morse, Power Plant Operator

Others: Chris Pannbacker, Washington County News
Jamie Cole, Washington
Katie Wenzl, Thrivent
Don Alldredge, Washington

3. Citizens Comments.

No public comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held April 5, 2021, by Schottel and seconded by Herrs.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

5. Appropriations Ordinance 2021-05.

Motion to approve appropriations ordinance 2021-05 by Schottel and seconded by Herrs.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

6. Jamie Cole Request.

Jamie Cole, Washington, visited with Council about the Washington Ball Association and a city employee. Cole asked the Council the purpose of the Ball Association, what their authority was and if they had bylaws. City Attorney Elizabeth Hiltgen stated the Ball Association, established by the Washington Rotary Club, was a separate entity and they are working on bylaws. Cole stated he was not notified of the coaches meeting, expressed disapproval for a suspension given by the Ball Association, splitting of boys' ball teams, and not following their own rules. Council Member Roxanne Schottel thanked Cole for coming in and stated the Council would look in to it. Council Member Theresa Herrs asked if the Ball Association was to keep Council up to date on activities. City Attorney Hiltgen stated if the Council wants updates the Ball Association could give them. Council Member Carolyn Pinnick asked who handed out the suspension in which the Mayor replied the Ball Association.

7. Thrivent, Lydia Hiesterman Request

Motion to approve the Street Use Permit from 7 p.m.-Midnight and Loud Speaker/Sound Amplifier Permit from 7 p.m.-11 p.m. for September 17, 2021, as presented by Schottel and seconded by Herrs.

Vote: Ayes: Theresa Herrs

Carolyn Pinnick
Roxanne Schottel

Katie Wenzl, Thrivent, discussed a block party sponsored by Brick Street Financial Group, Thrivent, in conjunction with the FNB Fall Fest event. Street Dance 8 p.m. Sept. 17, 2021.

8. Washington Fireworks.

Motion to donate \$750 to Washington Fireworks, Inc. for the 2021 Fireworks display by Herra and seconded by Schottel.

Vote: Ayes: Theresa Herra
Carolyn Pinnick
Roxanne Schottel

Don Alldredge, Washington Fireworks, Inc., asked the Council about increasing their donation for fireworks. Alldredge stated they have only received about 25% of what they have in past for their \$6,000 display.

9. Mayoral Appointments.

Motion approve 2021 Mayoral Appointments as presented by Herra and seconded by Schottel.

Vote: Ayes: Theresa Herra
Carolyn Pinnick
Roxanne Schottel

10. Resolution 2021-04, Hazard Mitigation.

Motion to approve Resolution 2021-04, Northeast Kansas (Region K) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan as presented by Schottel and seconded by Pinnick.

Vote: Ayes: Theresa Herra
Carolyn Pinnick
Roxanne Schottel

11. Curb/Gutter/Sidewalk Program.

Council discussed the 2021 Curb & Gutter and Sidewalk Program. The consensus of the Council was to put the budgeted funds towards stabilizing the street bank above the storm sewer in the 100 Block of West 2nd Street and assist the two adjacent property owners in replacing the sidewalk through the sidewalk replacement program.

12. Swimming Pool Employee.

Motion to ratify hiring Ella Dusen as lifeguard at the rate of \$8.25/hour by Schottel and seconded Pinnick.

Vote: Ayes: Theresa Herra
Carolyn Pinnick
Roxanne Schottel

13. Kansas Registered Apprenticeship Program.

Motion to approve the credit for previous experience and the apprenticeship agreement contract as presented by Schottel and seconded by Herra.

Vote: Ayes: Theresa Herra
Carolyn Pinnick
Roxanne Schottel

14. Housing Cleanup Contractor Bids.

Motion to accept the bid of Orval Jueneman Dozer Service, Inc., in the amount of \$2,200.00 per property for demolition and hauling and removal of construction and demolition material for houses located at 207 W 5th and 216 W 4th as part of the Housing Cleanup Program by Schottel and seconded by Herra.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

15. Utility Extension Industrial Park.

The consensus of the Council was to allow BG Consultants, Inc. to bid the extension of the water main and to include as an option extension of the sewer main in the City's industrial park. Brad Portenier originally stated he would not need water or sewer for a year or two for the Kansas Territory Brewing Company expansion and his engineer has since determined the utilities are needed. Preliminary estimates were \$45,390 for water service from Wilson Drive north, and \$65,805 for sewer service. Funding the sewer portion of the project will be tight and could mean delays in sewer lining work.

16. Water Project.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 14 & 15 from Orr Wyatt Streetscapes in the amount of \$472,900.02 & \$290,950.14 by Schottel and seconded by Herrs.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

Motion to approve Change Order #1 – Orr Wyatt Streetscapes, adjusting final quantities and lengthening the contract date caused by weather conflicts and COVID by Herrs and seconded by Schottel.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

17. City Administrator Report.

a) **Free Dump Days.** City-wide cleanup was April 29th and 30th.

b) **Bucket Truck.** The 2003 Ford F-550 bucket truck is in need of major, costly repairs. The hydraulic repair estimate is over \$13,000 and it is more cost-efficient to purchase a new one. A second bucket truck is necessary in order to continue with electric distribution work. Staff has put together and distributed a bid packet, with bids due May 21. Bids will be presented at the June 7th Council meeting.

c) **Donation.** EMS received a \$75 donation for equipment from Modern Pioneers as a thank you for a presentation Caroline Scoville, full-time EMT, gave at their March 15 evening meeting.

d) **Mulch.** Munchkinland could use some playground mulch. Munchkinland definitely has to be power washed and seal. Consensus was to order mulch once it is washed and sealed.

e) **Washington Ball Association.** The Washington Ball Association had four members resign before the 2021 season started, and worked to appoint new members. They have been meeting and are working on the bylaws again. They also have a committee formed to organize and run the concession stand, and are working on scheduling workdays and improvements to the diamonds. The boys' T-ball and Coach Pitch tournaments will be held in Washington this year. The current board members are Jessica Laflen, Traci Stigge, Justin Gross, Josh Greenlee, Misty Baker, Rotary Representative Ryan Kern, and City of Washington Recreation Director Caroline Scoville.

f) **Prairie Land Transmission Fee.** Staff received notice Friday that Prairie Land Electric Cooperative made a recent filing with the Kansas Corporation Commission requesting to increase the Local Access Delivery Service by 22.68%. If approve the transmission fee would increase by .60/kW going from \$2.66/kW to \$3.26/kW.

- g) **B Street Project.** Staff made contact with Dave Richard, CES, concerning the unfinished B Street Project. He will contact the contractor to complete work May 4th.
- h) **Water Project Ribbon Cutting.** Chalfant stated he would like to hold a ribbon cutting for the completion of the water project.
- i) **Power Plant.** Terry Morse was hired part-time to assist at the power plant while Power Plant Operator Richard Applegarth is recovering from a medical issue. Morse was present to discuss engine repairs. Morse also stated that it is hard for one person to keep up with all the maintenance at the power plant.

Motion to approve the purchase of a 10-cylinder blower with fewer than 500 hours at a cost of \$28,690 from Farabee Mechanical for Engine #7 by Herra and seconded by Pinnick.

Vote: Ayes: Theresa Herra
 Carolyn Pinnick
 Roxanne Schottel

18. City Clerk’s Report.

- a) **Swimming Lessons.** Caroline Scoville, fulltime EMT, contacted Abi Sawin and Allison Meyer, and neither one is available for swimming lessons at the pool this summer. Scoville is working with Power Zone Director Joy McClure on other options.
- b) **Fuel Adjustment.** The fuel adjustment for bills due May 10, 2021 (March usage) is .00662 utilizing \$25,000 of \$175,000 of expenses that were adjusted to levelized the fuel adjustment in utilities bills due to the cold snap February 2021. The remaining expense adjustment is \$150,000.
- c) **Budget.** Discussed the passing of Senate Bill 13 by the Senate that is expected to be passed by the House. The purpose of the bill is to bring more transparency to the budget process and repeals the tax lid and replaces it with something new – the Revenue Neutral Rate (RNR). This bill establishes notice and public hearing requirements prior to approval by a governing body to exceed its revenue neutral rate for property tax purposes and discontinuing the city and county tax lid, prohibiting valuation increase of real property solely as the result of normal repair, replacement or maintenance of existing structure and establishing a payment plan for the payment of delinquent or nondelinquent property taxes.

This means the tax lid was about actual dollars and the revenue neutral rate is about mill levy dollars. If the tax rate for the current tax year generates the same property tax revenue as levied the previous year using the current tax year’s total assessed valuation the budget hearing and notice requirements are unchanged. This means the last day to publish the budget would be August 5th; last day to hold a public hearing would be August 15th; and the last day for certifying the budget to the County Clerk would be August 25th.

If the tax rate for the current tax year increases this means the City would exceed the Revenue Neutral Rate and the City would have to pass a resolution or adopt an ordinance to exceed. The City is required to notify the County Clerk no later than July 20 of its intent to exceed which must include a statement of intent, date, time and location of public hearing and the proposed tax rate. The City would then give notice of tax hearing and budget hearing which must be published on the city website and newspaper at least 10 days in advance of the hearing. This can be held in conjunction with the budget hearing. If after the hearing the governing body wants to still exceed the revenue neutral rate, they must pass a resolution or adopt an ordinance. The last day to give notice of tax hearing and budget hearing is September 10th and the last day to hold the hearing is September 20th. The budget must be certified to the County clerk no later than October 1.

The County must calculate the revenue neutral rate for each taxing subdivision and notify them on or before June 15th. Staff has spoken with Craig Dassow, Senior Associate, Summers, Spencer & Company, P.A, about the changes and the deadlines and has asked that the City receive the budget no later than June 21st.

- d) **Insurance.** Justin Dragastin, Carl Chalfant and City Clerk Denise Powell have been exploring options to lower the \$8,000 property insurance premium on Munchkinland. One option explored was to raise the deductible to \$10,000

however that only lowered the premium by \$276. In order to receive the blanket rate on property insurance the City insures everything at replacement cost. Dragastin will visit with EMC at his May meeting to see if it would be possible to take the labor portion out of coverage and only insure the cost of material. Otherwise, the only other option would be cancel the insurance and put the \$8,000 into replacement of the structure.

e) Reports.

The March 2021 financials for the Washington County Senior Citizens Meal Sites and the April 2021 fire department minutes were given to the Council for review.

19. Reports.

Carolyn Pinnick

a) Cemetery Directory. Pinnick reported the directory at cemetery is not working and the main road needs some rock.

20. Executive Session Non-elected Personnel.

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

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

No action was taken.

Motion to adjourn by Schottel and seconded by Herrs.

Vote: Ayes: Theresa Herrs
Carolyn Pinnick
Roxanne Schottel

Meeting adjourned at 8:17 p.m.

Denise M. Powell, City Clerk