

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
6:30 p.m. - June 2, 2025

1. Call to order by Mayor Garrett Edgar.

2. Roll Call.

Present: Garrett Edgar, Mayor
 Amy Anderson, Council Member
 Mary Ann Crome, Council Member
 Jerry Fuhrken, Council Member
 Terry Morse, Council Member, arrived at 6:34 p.m.
 Carolyn Pinnick, Council Member

Absent:

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

Others: Cynthia Scheer, Washington County News
 Ryan Kern, Washington County Economic Development & Tourism
 Rob Peschel, President of CES Group
 Taylor Miller, Playground Committee Member

3. Approval of Agenda.

Motion to approve the agenda with the addition of a Washington County Fair Boards request for a Street Use and Loud Speaker permits by Pinnick and seconded by Crome.

Vote: Ayes: Amy Anderson
 Mary Ann Crome
 Jerry Fuhrken
 Terry Morse
 Carolyn Pinnick

4. Citizens Comments.

None.

5. Minutes.

Motion to approve the minutes of the regular meeting of May 5, 2025, by Crome and seconded by Pinnick.

Vote: Ayes: Amy Anderson
 Mary Ann Crome
 Jerry Fuhrken
 Terry Morse
 Carolyn Pinnick

6. Appropriations Ordinance 2025-06.

Motion to approve appropriations ordinance 2025-06 by Pinnick and seconded by Fuhrken.

Vote: Ayes: Amy Anderson
 Mary Ann Crome
 Jerry Fuhrken
 Terry Morse
 Carolyn Pinnick

7. Playground Committee.

Motion to approve the design development drawing set for the playground project as presented by CES Group by Pinnick and seconded by Anderson.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

Taylor Miller, playground committee member, said the committee has been working with Dean Randolph, CES Group, on the playground design and a picture of the design was presented for review. The goal is to send out bids and receive them back by July 18th. The committee will present a recommendation to the Council to be accepted by July 25th. Miller said the committee plans to reapply for poured in place surfacing grant.

8. East 2nd Street Easement.

Rob Peschel, president of CES Group, visited with the Council about the E 2nd Street project. Discussed were easements, project bid, and construction period which is 90 calendar days to complete.

9. Chickens.

The Council discussed rules and regulations they would like in the chicken ordinance. City Clerk Denise Powell will forward the information to the city attorney to draft the ordinance along with an application and permit.

10. EMS Resignation.

Motion to accept the resignation of Travis Dinkel, ambulance assistant, effective May 24, 2025, by Pinnick and seconded by Morse.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

11. Employee Assistance Program.

Council reviewed three proposals for an Employee Assistance Program. No action was taken.

12. Lifeguard Applicant.

Motion to hire Nora Brabec as a 2025 lifeguard at a rate of \$9.00 per hour pending receipt of certification by Pinnick and seconded by Crome.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

Motion to move Mackenzie Kuhaneck to the assistant pool manager position at a rate of \$10.00 per hour and Jayden Laflen to the lifeguard position at a rate of \$9.50 per hour effective as of May 22, 2025, by Pinnick and seconded by Fuhrken.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

13. Ambulance Staffing Policy.

Motion to approve the Ambulance Staffing policy as presented by Pinnick and seconded by Anderson.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

14. Washington County Fair Board Request.

Motion to approve the Loudspeaker/Sound Amplifier Permit and Street Use Permit from 5:30 to 7:30 p.m. July 19, 2025, for Washington County Fair Board Parade upon obtaining proof of insurance by Crome and seconded by Pinnick.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

15. City Administrator Report.

- a) **Unsafe Structures.** City Attorney Elizabeth Hiltgen mailed certified letters May 9, 2025, for notice of hearing to known property owners of 123 West 6th Street and 321 West 5th Street to appear and show cause as to why the structures located at the address should not be condemned. The hearing will be 7 p.m. at the July 7th Council meeting.
- b) **Irrigation/Seeding.** Stoney Brooks, Blue Valley Sod, has completed repairs to irrigation systems and has seeded lawns where the storm sewer was installed between 2nd and 3rd Street north of Crest Street.
- c) **Sewer Lining 2025 Project.** Mayer Specialty Services, LLC, has completed cleaning, measuring, and camera logging sewer mains proposed to be lined. Six locations were identified by Mayer's requiring pin point repairs to the sewer mains before lining at these locations can be performed. Staff will have 30 days to make the repairs.
- d) **City-wide cleanup.** City-wide cleanup was held to coincide with county landfill free dump days. Due to weather and rain, it was completed Monday, May 5.
- e) **Lions Club.** The Washington Lions Club recently asked Full-time EMT Caroline Scoville to give a presentation on the ambulance service. Following the meeting, the Lions Club made a commitment to support the education of EMT students who contract with the Washington ambulance service by assisting with testing fees on a reimbursement basis up to \$1,000 total. A thank you note was sent to the Lions Club.

- f) **Downtown Beautification.** Full-time EMT Caroline Scoville organized and hosted a downtown beautification day on Tuesday, May 20. Students from USD 108, Chamber of Commerce, and local business employees assisted city personnel in painting curbs and parking lines. More paint has been ordered and another workday will be scheduled.
- g) **Playground Committee.** The playground committee has been working with engineers. Bids will be due on July 18th, and the committee will meet to review the bids and make a recommendation for council. An adjourned or special council meeting will be needed the week of July 21st to have the bid approved by July 24th.
- h) **Purple Wave.** Staff has listed a trash pump, old city fire truck, street broom, and old oil distributor on purple wave. The auction closes June 10.
- i) **Streets.** Staff has been working on streets as weather and interruptions have allowed. The plan is to finish replacing backfill along the new curb installed along C Street between College and 1st Street, C Street between 5th and 6th Street, and then the 300 Block of West 6th Street where a private sewer line was replaced.

After that, work will begin along the 100 block of West College, including overlaying the low spot in the middle of the street where water does not drain well. Once these are completed, staff will develop a schedule of streets with failing areas and shoulders for milling, rent a planer and determine amount of work that can be done without the budget.

- j) **Water Valve Exercise.** Staff will schedule exercising at a minimum 60 water valves within the next month to satisfy a KDHE requirement.

16. City Clerk's Report.

- a) **Budget.** Discussed the budget process and having a work session to meet the budget deadlines.

Staff attended the Municipal Services Budget workshop webinar. It was noted that municipalities should have a Reserve Policy. This policy provides protection from risk from revenue shortfalls during recessions and losses from extreme events like a natural disaster. Reserves are meant to address unexpected, nonrecurring costs. Staff will work with the auditor/accountant in trying to determine what reserve the City shall have and develop a policy.

- b) **Kansas Gas Service.** Staff received communication from Colby Roche, Kansas Gas Service, May 12, 2025; they are still in the process of correcting the City's KGS account at the power plant. Since the account is once again active staff made a \$500 payment in May to the account to ease the burden on the fuel adjustment for utility customers. Staff plans to make one more \$500 payment in June as utility bills still have lower usage and it should have a minimal effect on the fuel adjustment.
- c) **Election.** The city has three council positions up for election in 2025. Those seats are currently held by Jerry Fuhrken, Terry Morse, and Carolyn Pinnick. Candidates seeking office must file by noon on June 3, 2025, at the County Clerk's office at the Washington County Courthouse. Filings as of 1 p.m. Friday, May 30th are Bryan Loberg, Alison Kern, Terry Morse and Carolyn Pinnick.
- d) **Fourth of July Parade.** A reminder was given about the 4th of July parade at 9:30 a.m. at city park. Meet at city shop by 9:15 a.m. to participate.
- e) **Washington City Enhancement Fund.** Tina Uhlik, Washington County Community Foundation member, visited with the city clerk about the creation of the Washington City Enhancement Fund where charitable donations made be made to build lasting investments within the city limits of Washington. The fund would be an umbrella to the Washington County Community Foundation. The intent is to have an endowed fund

(minimum of \$25,000) that provides long-term sustainable funding with a percentage of the earned income to be invested back into the city.

- f) **Reports.** Fire minutes and Library Board minutes for May; and Washington County Senior Citizens Meal Site accounting for April were given to the Council for review.

17. Council Reports.

Carolyn Pinnick.

- a) **Phone system/Computers.** Inquired when phone system and computers would be installed.
- b) **Property Violations.** Asked about properties that need mowed, inoperable vehicles and those with expired or no tags.
- c) **Park Lower Playground.** Asked that weeds in the south park be sprayed.
- d) **Power Plant.** Discussed prioritizing projects needing accomplished at power plant.

Terry Morse.

- a) **Property Violations.** Discussed tall weeds and grass at Miller's Greenhouse property and provided a list of other properties that have code violations. Morse asked staff to inspect the properties and begin the code violation process if found to be in violation.
- b) **Alley.** Discussed maintenance of alleys in the city. It was determined he was referencing an easement and not an alley and Mayor Garrett Edgar stated easements are private property.
- c) **Retaining Wall.** Morse stated the retaining wall on the east side of the city park has rocks that are falling and is in need of repair.
- d) **C Street Island.** Asked that the bushes be trimmed in the C Street Island.
- e) **Exhaust Brake Signs.** Inquired if the exhaust brake prohibited signs were up on Highway 36. City Administrator Chalfant said he has stopped by KDOT several time but hasn't been able to coordinate installation due to the foreman being out.

Mary Ann Crome.

- a) **Cemetery.** Stated the cemetery looks wonderful and Council Member Jerry Fuhrken concurred.

Jerry Fuhrken.

- a) **6th & Pierce Street.** Stated a large hole has erupted at 6th and Pierce Street. City Administrator Chalfant said it is on a priority list.

Mayor Garrett Edgar.

- a) **Bike Across Kansas.** Mayor Edgar has spoken with Ryan Kern, Washington County Economic Development director, who stated C Street from Highway 36 to College Street will not be blocked off for Bike Across Kansas. Also, volunteers are needed for the day and to contact Kern if able to assist.
- b) **Budget Meeting.** Asked the Council to have their goals, needs and wants for discussion at the budget meeting.

18. Executive session.

Motion to enter into executive session to discuss employee performance for non-elected personnel to include the Mayor, Council, and City Administrator, to resume in Council chambers at 9:05 p.m. by Pinnick and seconded by Crome.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

Motion to promote Joshua Rhodes to public works superintendent with a .50 cent per hour wage increase effective on the current pay period ending June 6, 2025, by Pinnick and seconded by Crome.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

Motion to adjourn by Crome and seconded by Pinnick.

Vote: Ayes: Amy Anderson
Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick

Adjourned at 9:09 p.m.

Denise M. Powell, City Clerk