

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
June 3, 2024

1. Call to order by Mayor Garrett Edgar.

2. Roll Call.

Present: Garrett Edgar, Mayor
 Mary Ann Crome, Council Member
 Jerry Fuhrken, Council Member
 Terry Morse, Council Member
 Carolyn Pinnick, Council Member
 Amy Anderson, Council Member

Absent:

Staff Present: Carl Chalfant, City Administrator
 Denise Powell, City Clerk

Others: Taylor Powell & Clarie Lahodny, Playground Committee
 Cynthia Scheer, Washington County News

3. Approval of Agenda.

Motion to approve the agenda by Crome and seconded by Morse.

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 held May 6, 2024, by Pinnick and seconded by Fuhrken.

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

6. Appropriations Ordinance 2024-06.

Motion to approve appropriations ordinance 2024-06 by Pinnick and seconded by Morse.

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

7. Playground Committee.

Taylor Miller and Claire Lahodny, playground committee members, were present to visit with the Council about the Healthy Kids Initiative and Sunshade grants.

Miller stated Saints Peter and Paul Catholic School, Seneca, recently utilized the Healthy Kids Initiative grant to purchase playground equipment. The grant is a 50% match of the equipment but doesn't cover the cost of surface material, shipping and installation. Deadline to accept grant is June 28, 2024, with the purchase made in September 2024. The committee would recommend a community project for installation and to hire one of their engineers to assist.

The council asked Miller and Lahodny to reach out to the organizers of Saints Peter & Paul playground to inquire about their experience with the project, project cost, size of playground, grant, company and overall build and bring to the next council meeting.

8. Street/Water/Wastewater Applicant.

Motion to hire Lawrence Winkler as street/water/wastewater operator at a rate of \$15.50 per hour with a six-month probationary period by Crome and seconded by Anderson.

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

9. Sidewalk, Curb and Gutter Bids.

Motion to approve the bid from Chuck Votipka in an amount not to exceed \$11,940 for installation of sidewalk, curb and gutter at 110 C Street by Crome and seconded by Fuhrken.

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

City Administrator Carl Chalfant mentioned a change order or addendum may be needed for a drain line to be installed in new curb.

10. Lions Club Request.

The Lions Club presented a proposal on the south shelter houses in the city park at the May Council meeting. The council reviewed and discussed the proposal. The consensus is to have one shelter house that matches the shelter houses on the north end of the City's Park. The Council would like the shelter house to have a counter, electric outlets and enclosed lights. City staff will tear down the east shelter house and preserve the concrete; tear down the west shelter house and remove the concrete; level the ground and cap the sewer service to both shelter houses.

The Council asked that the Lions Club representatives be invited to the July council meeting to discuss their proposal for improvements to the south shelter house(s) in the city's park.

11. KMG/KGS.

Motion to authorize the city administrator to send a letter of intent to withdraw from Kansas Municipal Gas Agency for natural gas supplied to the power plant by Pinnick and seconded by Crome.

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

12. Water Plant Electric Upgrade Quotes.

Motion to accept the quote from Pure Energy Plumbing & Electric Inc. at a cost not to exceed \$7,972.21 for materials and labor to upgrade the electric service at the water plant to be paid out of the water fund by Pinnick and seconded by Fuhrken.

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

13. Variable Frequency Drive Quote.

Motion to purchase 2-25 hp, 480 volts, 3 phase Danfoss FC202 Variable Frequency Drives (VFD), 3R enclosed; 2-water level probes, 2-VFD stands and labor to program and install at a cost not to exceed \$48,045.92 to be paid from the sewer fund by Pinnick and seconded by Crome.

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

Cynthia Scheer arrived at 8:08 p.m.

14. Executive Session.

Motion to recess into executive session to discuss employee performance for nonelected personnel to include the Mayor and Council and City Administrator to resume in the Council chambers at 8:30 p.m. by Anderson and seconded by Crome.

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

Motion to recess into executive session to discuss employee performance for nonelected personnel to include the Mayor and Council and City Administrator to resume in the Council chambers at 8:34 p.m. by Anderson and seconded by Crome.

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

15. City Administrator Report.

- a) **KDHE.** Old City Hall debris will have to be moved and staff is waiting on specifics from KDHE.
- b) **Pool.** Staff received an application and offered a position to another lifeguard, but circumstances changed and she is no longer able to fill the position. Staff may have to adjust the schedule as necessary.
- c) **Mulch.** Mulch was moved May 16, 2024. Miller Construction did not have equipment available and Triple Threat Lawn & Tree was able to provide equipment and one laborer. Josh Mueller, JM Custom Builders, also donated four personnel and equipment to assist for the day.
- d) **EMS.** After working with the consultant hired by the County, staff is still waiting on reports from Fitch & Associates. As of the most recent payroll, the numbers of hours each station has been out of service in 2024 is as follows: Washington – weekday hours 12; weekend hours 14. Hanover – weekday hours 722; weekend hours 586.
- e) **Park Siren.** The storm siren at the park has not been working properly. Staff contacted Haug Communications, and they have ordered the parts to repair.
- f) **Code Violations.** Staff has updated the code violation list from the first round of notices. Most have been resolved, some are still working on them. A list will be available at City Hall for review, and staff will proceed with the next batch as time allows.
- g) **US-36 KDOT Unofficial Detour Route Reimbursement.** Payment was received from KDOT in the amount of \$98,186.75 on May 8, 2024, for the Unofficial Detour Route of US-36 project.
- h) **Storm Sewer.** Communication with Ohlsen’s on May 30, 2024, in reference to start date for the storm sewer project indicated they have been set back on their schedule due to the recent storms and rain. They plan to start the week of June 24, 2024.
- i) **Power Plant Engine Update.** Engine 10 is running and engine 9 started but had fuel line issues. Mayor Edgar asked when they would be up and generating. Chalfant stated hopefully by the July meeting, Full load test must be done before performance test can be performed on emissions.

16. City Clerk’s Report.

- a) **Budget.** Staff has begun working on the 2025 Budget. The county clerk must have the assessed property valuation estimates distributed no later than June 15th. Once valuation is received it will be sent to Russell Shipley, Shipley CPA, to prepare the proposed budget. City staff will prepare the detail of revenue and expenses per fund. A special meeting may be called to review budget with Mayor and Council.
- b) **Cemetery.** Staff was approached by Gene Martin and Danielle Stone about installing a flag pole and light behind the cemetery directory at the city’s cemetery. The group had donors lined up to make tax-deductible donations and had hoped to obtain a 501(c)3. Upon visiting with City Attorney Elizabeth Baskerville-Hiltgen and Russell Shipley, CPA, it ultimately is for the benefit of the city cemetery, rather than set up a formal entity and obtain a 501(c)3, donations and expenses could be run through the city. The flag pole and light have been installed. The group now plans to accept donations for the purchase of poles, mounts and flags.

a) Upcoming training opportunities.

The League of Kansas Municipalities will host The Annual League Conference Oct. 7-9 in Wichita, and the League of Kansas Municipalities will host a City Forum and Optional KOMA training June 6 at Concordia City Hall. Anyone who wishes to attend is to notify City Clerk to be registered.

b) Reports.

The Library and Fire May minutes and Washington County Senior Citizens Meal Site April financials are enclosed for review.

17. Reports.

Carolyn Pinnick.

a) Meal Site. Inquired about Friendly Corner Meal Site funding.

b) Limb pickup. Asked about limb pickup following the storm and why staff was picking up at 122 E College Street. City Administrator stated staff does pickup limbs on street right-of-way.

Terry Morse.

a) Library. Stated the Library minutes were in this month's packet and should be in there every month.

b) 110 C Street Property. Inquired what the intent of property was at this time. Chalfant stated that a decision has not been made at this time and will be planted to grass.

Garret Edgar.

a) C Street Island. Stated at last month's meeting it was asked who was taking care of C Street Island. Edgar stated Kevin Keller has been mowing island.

Motion to adjourn by Pinnick and seconded by Anderson.

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

Adjourned at 8:56 p.m.

Denise M. Powell, City Clerk