

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
January 2, 2024

1. Call to order by Mayor Ryan Kern.

2. Roll Call.

Present: Ryan Kern, Mayor
Mary Ann Crome, Council Member
Jerry Fuhrken, Council Member
Terry Morse, Council Member
Carolyn Pinnick, Council Member
Roxanne Schottel, Council Member

Absent:

Staff Present: Carl Chalfant, City Administrator
Denise Powell, City Clerk
Caroline Scoville, Fulltime EMT
Leland Cook, EMS Director
Chris Milam, 6:40 p.m.

Others: Amy Anderson, Washington
Garett Edgar, Washington
Chris Farabee, Farabee Mechanical
Kevin Devalkenaere, Farabee Mechanical
Aubrey Schaefer, Hanover Hospital
Jayda Edgar, Hanover Hospital

3. Citizens Comments.

Presentation – Mayor Ryan Kern presented a plaque to City Administrator Carl Chalfant for his 36 years and 10 months of service as an Emergency Medical Technician. Chalfant officially retired as of December 31, 2023. Caroline Scoville, full-time EMT and Leland Cook, ambulance director, were present for the presentation.

Farabee Mechanical – Chris Farabee and Kevin Devalkenaere, Farabee Mechanical Inc., visited with the Council about the power plant engine project. Farabee stated he has been holding off on sending the final bill but the project needs to wrap up. FMI is the company the city purchased and had install the two power plant engines, according to Farabee. They have not charged more than their contracted price even though they faced lodging issues and expenses that weren't expected. "Once the engines' electrical is hooked up we will be here to test the engines," said Farabee.

Council Member Terry Morse stated, "the cost overrun is not due to you and the company hired to hook up the electric is the hold up." Morse also asked when the warranty starts. Farabee stated "when the engines are load tested and certified." Morse asked when the projected time to test the engines would be. Farabee stated there is a 60-day notification period. "Engines must be up, running and tested by July 1, 2024, in order for the city to receive their capacity payments," said Chalfant.

Mayor Kern, with the consensus of the Council, directed Farabee to send his final bill for payment.

Farabee informed the Council there are automation options available to assist operating engines with touch screens.

City Administrator Carl Chalfant asked Farabee if they planned to assist with repairs to roof. Farabee stated they would be fair and assist with repairs.

Chris Milam, public works superintendent, arrived at 6:40 p.m.

Farabee and Devalkenaere left at 6:45 p.m.

EMS -- Jayda Edgar & Aubrey Schaefer, Hanover Hospital, were present to discuss why they were not hired by the City to run on the Hanover ambulance.

Shaefer and Edgar left the meeting at 7:04 p.m.

4. Minutes.

Motion to approve the minutes of the regular meeting held December 4, 2023, and adjourned meeting minutes of December 12, 2023, and December 28, 2023 by Schottel and seconded by Pinnick.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

5. Appropriations Ordinance 2024-01.

Motion to approve appropriations ordinance 2024-01 by Schottel and seconded by Fuhrken.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

6. Resolution 2024-01 GAPP Waiver.

Motion to approve Resolution 2024-01 authorizing the City of Washington to waiver from generally accepted accounting principles and operate on the cash basis system by Pinnick and seconded by Crome.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

7. High Plains Resource Request.

Motion to approve and authorize the Mayor to sign an agreement with McDonald Land Services to allow High Plains Resources to conduct a geophysical survey along the roads as per the request presented by Crome and seconded by Pinnick.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

8. Ambulance Assistant Pay Scale.

Motion to approve the ambulance assistant pay scale as presented by Schottel and seconded by Crome.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

9. **Verizon Tower Lease.** Verizon Tower lease was tabled until next month.

10. **City Administrator Report.**

- a) **US-36 KDOT Unofficial Detour Route Reimbursement.** City Administrator Chalfant had communication with Becky Newbury, KDOT, on December 19, 2023, in reference to consideration for reimbursement for street repairs from the unofficial detour route during the highway reconstruction project. They had been short staffed but are working with the city's requests for reimbursement for the repairs at a cost. They were hoping to have it completed by the end of 2023 but the city has not received the reimbursement.
- b) **Waste Tire Grant.** Staff is working to finalize the Waste Tire Grant application. Morse asked what it was. Chalfant stated it is for tables and benches for pool.
- c) **Employment Openings.** Staff has not received any applicants for the open street/utility laborer positions. It was advertised again in December.
- d) **KWO Water Projects Fund Grants.** On November 1, 2023, Governor Kelly announced \$85 million for two new water-related Grant Programs to be over seen by the Kansas Water Office (KWO). These grants will be spread over the next five years. The city was recently made aware that sanitary sewer lining and rehabilitation are eligible projects for the grant funding. This year's application deadline was December 29, 2023. Both Full-time EMT Caroline Scoville and City Administrator Carl Chalfant worked on the grant application and submitted it to the KWO on December 28, 2023.

11. **City Clerk's Report.**

- a) **Power Plant Engine Financing.** As of December 8, 2023, the remaining balance in the Power Plant Engine Lease-Purchase is \$35,412.43.

The remaining expenses are:

KMEA Mid-States \$75,844.82 over budget (Estimated remaining \$24,155.18)

Power Plant Compliance \$29,982.00

Farabee Mechanical \$365,535.00

Charles Votipka \$3,500 over budget (Estimated remaining \$15,000)

The estimated remaining expense from the power plant engine project that will hit the city's electric budget in 2024 will be \$390,829.41.

- b) **CDBG Funding.** Staff is moving forward with the Low to Moderate Income Survey, and hope to have letters out by the end of next week.
- c) **Long Distance Telephone Service.** City Hall has been having issues dialing long distance. The City has local telephone service with Blue Valley and long distance service with Touch Tone Communications. If problems persist, staff would like to seek options for long distance service.
- d) **Playground Donation.** A \$2,000 donation has been pledged to the playground project by Tony and Rhonda (Jones) McBride. Staff has submitted the paperwork to accept the donation.

- e) **Reports.** The Washington County Senior Citizens Meal Site November financials for Friendly Corners and Washington City and RFD #9 December fire minutes were given to the council for review.
- f) **Work Session.** City Clerk Powell stated she may request a work session for the Council to go over city code, policies and other items that will assist them in their duties of becoming a newly elected official.

12. Reports.

Mary Ann Crome.

- a) **Compliment.** A towns person told Crome they saw a city employee by himself patching like a fool on 2nd. “These are the things the council and employees need to hear,” she said.
- b) **Homeless Woman.** Crome asked if the City has anything to move the homeless woman to a shelter. Mayor Ryan Kern stated the Ministerial Association and others have reached out to her. No action is required on behalf of the city.
- c) **Daily worksheets.** Crome asked why she has not received daily worksheets by email. City Administrator Carl Chalfant stated he was told by the Council they were no longer needed.
- d) **Code Violations.** Crome said the Council identified properties with code violations several months ago and wanted to know where the process stands. City Administrator Chalfant said at the request of the city attorney it was delayed until the first of the year. Crome said she doesn’t want it to be forgotten as it is needed to improve the looks of the city.

Roxanne Schottel

- a) **Thank you.** Council Member Schottel thanked those she has worked with and stated she will miss serving on the Council.

13. Executive Session.

Motion to enter into executive session to discuss employee performance for non-elected personnel to include the Mayor, Council, and City Administrator and Public Works Superintendent to resume in the Council chambers at 7:37 p.m. by Schottel and seconded by Pinnick.

Vote: Ayes: Mary Ann Crome
 Jerry Fuhrken
 Terry Morse
 Carolyn Pinnick
 Roxanne Schottel

No action taken.

Motion to enter into executive session to discuss potential employment for non-elected personnel to include the Mayor, Council, and City Administrator to resume in the Council chambers at 7:45 p.m. by Schottel and seconded by Pinnick.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

Ryan Kern.

- a) **Thank you.** Mayor Ryan Kern thanked City Administrator Chalfant, City Clerk Powell and Council President Schottel and stated it is hard to walk away from serving the City but said it is the right decision. He stated his 14 years of service has been a pleasure.

Motion to adjourn by 7:49 p.m. by Schottel seconded by Pinnick.

Vote: Ayes: Mary Ann Crome
Jerry Fuhrken
Terry Morse
Carolyn Pinnick
Roxanne Schottel

Adjourned at 7:49 p.m.

Denise M. Powell, City Clerk