

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
July 5, 2022

1. Call to order by Mayor Ryan Kern.

2. Roll Call.

Present: Ryan Kern, Mayor
Jerry Fuhrken, Council Member
Theresa Herrs, 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
City Attorney Elizabeth Baskerville-Hiltgen

Others: Rob Peschel, CES Group, Inc.
Daniel Berges, Bartlett & West
Nathan Berman, Bartlett & West
Brian Foster, BG Consultants
Matthews Kohls, BG Consultants
Cynthia Scheer, Washington County News

3. Citizens Comments.

No comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held June 6, 2022, and special meeting minutes of June 20, 2022, by Morse and seconded by Schottel.

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

5. Appropriations Ordinance 2022-07.

Motion to approve appropriations ordinance 2022-07 by Schottel and seconded by Herrs.

6. Power Plant Lease Purchase.

Motion to approve payment of Invoice 06292022-01 from Farabee Mechanical Inc. in the amount of \$365,535.00 for removal of generating equipment and piping at the power plant to be paid through the UB&T lease purchase by Pinnick and seconded by Morse.

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

7. Request for Qualifications.

Council considered requests for qualifications for engineering of a street project from Rob Peschel, CES Group, Nathan Bergman and Daniel Berges, Bartlett & West, and Brian Foster and Matthew Kohls, BG Consultants, for a street project. City Administrator Carl Chalfant will visit with references and report to the Council at the next meeting.

8. 2023 Budget/RNR Rate.

Sharon Pierce, Washington Library Board, informed staff they are reviewing their budget and plan to keep it at 8 mills. Staff has not completed the breakdown of the City’s budget and is requesting the Council adjourn to meet to another date and time to review the budget.

9. Storm Shelter.

Consensus of the Council was to accept the donation of a storm shelter from KSDS to be placed at the City’s campground. Toews, CEO of KSDS, stated they no longer have a need for the shelter located in Banner Park.

10. Electric Utility Ordinance No. 817.

Motion to adopt Ordinance No. 817, AN ORDINANCE ADJUSTING RATES, MINIMUM CHARGES, AND THE ENERGY COST ADJUSTMENT FOR ELECTRIC UTILITY RATES IN THE CITY OF WASHINGTON, KANSAS; AND AMENDING CERTAIN SECTIONS OF CHAPTER XXI, UTILITIES, ARTICLE 4, ELECTRIC UTILITY, OF THE CODE OF THE CITY OF WASHINGTON, KANSAS by Pinnick and seconded by Morse.

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

11. Boiler Electric Line.

Staff sought material quotes to relocate the boiler electric lines from overhead on the north side of the power plant to underground on the southside with transformers being relocated in the substation fence. After reviewing options with staff, it was decided it would be in the City’s best interest to seek input from Mike Schmaderer, director of engineering KMEA Mid-States, and ask him to give a recommendation and quote to relocate the lines.

12. Cemetery Mowing.

Following last month’s council discussion on mowing the cemetery, staff researched the last time bids for mowing the cemetery. Bids in October 2011 came in at \$2,5000 per mowing.

13. Cultural Study.

Motion to approve the contract of K&K Environmental for a Cultural Resources Survey for Water and Sewer System Improvements at the City’s Industrial Park of a cost not to exceed \$2,206 by Herrs and seconded by Schottel.

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

14. Munchkinland.

Rachel Tegtmeier and Andrea Alldredge have been working with the City on the playground project. Caroline Scoville, full-time EMT, and Alldredge, Washington, met with the Lions Club on Tuesday, June 7, to discuss the playground/park project. There is interest in the groups working together.

Consensus of the Council was to appoint Rachel Tegtmeier, Andrea Alldredge, Taylor Miller, Heather Gepner, Erica Lehman, Traci Stigge & Stephanie Kern (Lions Club representatives), and Caroline Scoville (city representative) to the playground committee.

15. LKM Conference.

Motion to allow Carl Chalfant to attend the League of Kansas Municipalities Conference October 8-10 in Overland Park by Schottel and seconded by Pinnick.

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

Council Member Terry Morse will attend the LKM Conference as well.

16. Doggie Dip.

Motion to allow staff to schedule a Doggy Dip on a date to be determined by City staff with rules as presented by Schottel and seconded by Pinnick.

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

17. Change Order for Underground Wiring at Wells.

Motion to approve Change Order #1 for installing underground electric wiring from the generator to all three water wells at a cost of \$15,315.97 by Sargent Drilling, by Herrs and seconded by Pinnick.

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

18. Thrivent Requests.

Motion to approve a Street Use Permit for from 7 p.m.-Midnight and Loud Speaker/Sound Amplifier Permit from 7 p.m.-11 p.m. for September 16, 2022, for Thrivent as presented by Herrs and seconded by Morse.

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

19. Water System Improvement – Tower Painting.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor’s Application for Payment No. 2 from Utility Service Company in the amount of \$161,631.32 by Herrs and seconded by Fuhrken.

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

20. Ambulance.

Full-time EMT Caroline Scoville and Brittini Oehmke, CEO of Hanover Hospital, have been meeting to discuss moving forward with the possibility of Hanover’s EMS personnel and their ambulance operating under the City of Washington’s permit. There are still details to be worked out, such as payroll, billing, etc., and they will continue to work with the Washington County Ambulance Board representatives also. Prior to the Hanover Days of 49 event, Oehmke did request that the City of Washington EMS add five of Hanover EMS personnel interested in first responding to the Washington EMS roster which was approved by City Administrator Carl Chalfant and the Kansas Board of EMS. They were added strictly as volunteer personnel for now.

The Washington County Ambulance Board representatives are meeting with the County Commissioners at 8:30 a.m. Tuesday, July 5, to discuss funding, revenue and expenses, and the upcoming 2023 budget year. Staff will have an update for the council at the next council meeting regarding the discussion.

21. Executive Session Non-Elected Personnel.

Motion to enter into executive session to discuss employee performance of non-elected personnel to include the Mayor, Council, City Administrator and City Attorney to resume in the Council Chambers at 8:26 by Schottel and seconded by Herrs.

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

No action taken.

22. City Administrator’s Report.

- a) **ARPA Funding.** The second half of the ARPA funding was received in the amount of \$80,882.85 on June 13, 2022.
- b) **Complaints.** Staff has received complaints regarding code violations, and is working on sending violations as time allows.
- c) **Commercial Driver’s License Requirements.** Discussed new Commercial Driver’s License (CDL) requirements. Anyone wishing to obtain a CDL is required to attend Entry Level Driver Training (ELDT), online training for Truckers Against Trafficking, take a written test and driving test. The City has two employees who are enrolled in the August class with Kansas Municipal Utilities.

City Administrator Carl Chalfant and Public Works Superintendent Chris Milam will attend a KMU Behind the Wheel Instructor Training Course in August to be able to give driving instruction and sign off for employees to receive their CDL.

The City of Washington policy states that the City will pay for initial testing and licensing fees for a Class B Commercial Driver’s License if required for the position of employment and the employee does not possess one on the date of hire. The City of Washington will provide a qualified vehicle for testing purposes and one employee to drive the vehicle to the test site during business hours. The City of Washington will not pay for renewals, and renewals must be done on employee’s own time.

- d) **KDOT Highway 36 Project.** Chalfant attended a Pre-Construction Conference June 30, 2022, for the KDOT Highway 36 Construction Project. The start date is July 13th. Smoky Hill is the contractor and they will work the east bound lane first. They plan to have the work done in 185 days.

City Administrator Chalfant stated they are aware of the Pee Wee State Tournament and the Washington County Fair Parade and will try and leave access at every other intersection.

- e) **James Marsh.** James Marsh is planning to host another music in the park event on July 30.
- f) **Annexation Request.** Staff is still waiting on survey to be filed at Register of Deeds from property owner of 108 N B St before the request for annexation can be done.
- g) **CIPP.** Cleaning and camera inspections are complete on the sewer lines and staff is waiting to hear from Mayer Specialty when they will install the cured-in-place piping. Mayer's is working with KRWA to schedule a training at the Emergency Services Building on the benefits of CIPP lining.
- h) **Old City Hall Roof.** A portion of Old City Hall's roof was blown off during a recent storm. Chalfant stated the City has tried to give it away and considered tearing it down. Chalfant recommended next year's housing demo budget go towards tearing it down. Council Member Jerry Fuhrken said the city has enough eyesores and supported the idea.
- i) **Goals.** Staff put a list together of the goals they have received from the Council. Department heads are preparing list which the Council will review and consider as well.

23. City Clerk's Report.

- a) **City Server.** The City's server installation is complete. There was significant delay in receiving equipment from Dell. When CIC began installation, the employee doing the install was sick for two weeks. Staff is working with CIC on issues with connections and accessibility.
- b) **Reports.** The Washington County Senior Citizens Meal Site May 2022 financials and Fire Department minutes for June were given to the Council for review.

24. City Attorney Report.

- a) **Structure Damaged by Fire.** City Attorney Elizabeth Hiltgen said she is working on how to proceed with a house damaged by fire at 210 W 5th Street.

25. Reports.

Terry Morse.

- a) **Lots.** Stated two lots at the intersection 6th & D Street are shaggy, along with creek west of hospital. He also discussed the ditch south of Colonial Acres.
- b) **Park Playground.** The playground at the south end of the City's park needs sprayed for weeds. He also reported the merry-go-round does not turn.
- c) **RV Park.** Stated the RV Park needs rock.

Jerry Fuhrken

- a) **Lineman.** Discussed filling the lineman position. Council Member Roxanne Schottel says hiring someone isn't just about money, it is getting them to move to Washington and then finding housing. Inquired if it was feasible to have a company to call to do the line distribution work. City Administrator Chalfant he

would be the last person to suggest the City get rid of utilities. He said those that do see a lack of customer service.

Theresa Herrs.

a) **Welcome Banners.** Asked to have staff put up the Welcome Banners. It makes the downtown inviting.

Roxanne Schottel

a) **Streets, Weeds, Grass.** Stated she has been approached by patrons complaining about the way the City looks. Specifically, the streets, weeds and grass.

Mayor Kern.

a) **Events.** Major events are coming up and the City needs to address the way the city looks. Downtown businesses that are unoccupied need to be taken care of. Kern stated letters need to be sent to property owners.

Motion to adjourn to Noon Tuesday, July 12, 2022, by Schottel and seconded by Herrs.

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

Meeting adjourned at 8:55 p.m.

Denise M. Powell, City Clerk