

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting –City Hall
September 8, 2020

1. Call to order by Mayor.

2. Roll Call.

Present: Ryan Kern, Mayor
Don Imhoff, Council Member
Melanie Bryant, Council Member
Roxanne Schottel, Council Member
Theresa Herrs, Council Member

Absent: Kevin Elder, Council Member

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

Others: Chris Pannbacker, Washington County News
Justin Cordry, Washington County Sheriff
Brock Funke, USD 108 High School Principle
Mark Uhlik, Washington County Economical Partnership
Gary Edgar, Washington County Economical Partnership
Raleigh Ordoyne, owner of Herrs Machine Hydrostatics, Inc.

3. Citizens Comments.

No public comments.

4. Minutes.

Motion to approve the minutes of the regular meeting held August 3, 2020, by Schottel and seconded by Imhoff.

Vote: Ayes: Melanie Bryant
Theresa Herrs
Don Imhoff
Roxanne Schottel

5. Appropriations Ordinance 2020-09.

Motion to approve appropriations ordinance 2020-09 by Schottel and seconded by Imhoff.

Vote: Ayes: Melanie Bryant
Theresa Herrs
Don Imhoff
Roxanne Schottel

6. Sheriff Justin Cordry Request.

Consensus of the Council was to allow City Attorney Elizabeth Hiltgen to draft an ordinance that would allow the placement of four speed humps north of College Street on D Street.

Sheriff Justin Cordry and USD 108 Principal Brock Funke visited with the Council about the need for speed humps in front of the of the new Vocational Building and High School. Cordry originally visited with Council in 2016 about speed bumps. Traffic on D Street has increased significantly with the closure of B Street at College for replacement of a concrete box culvert and street surface and the subsequent marked detour on D Street. Cordry says his department routinely patrols school zones around the county and will continue to have a regular presence. Cordry said the speed humps will help with self-policing 24/7.

Sheriff Justin Cordry will pay for the materials (four speed humps with spikes and signage) from the VIN Inspection fund. Speed humps do not require a traffic study like crosswalks and speed bumps.

Council Member Don Imhoff stated he didn't want the speed humps to take place of police presence.

7. Mark Uhlik Request.

Mark Uhlik and Gary Edgar, Washington County Economic Partnership, and Raleigh Ordoyne, former member of Washington County Economic Partnership and owner of Herra Machine Hydrostatics, Inc. were present to request and present applications for lots 12, 13 and 14 in the City’s industrial park on behalf of Brad Portenier. Portenier would like to expand his brewery. His proposal was to erect a 100’x120’ building on Lot 12 that would create three to five new jobs in 2021 and bring in an estimated \$24,000 in taxes and erect another 80’x150’ building that would create four to six jobs in 2022 that would bring in \$15,000 in taxes.

The applications did not include a detailed sketch or drawing of the proposed structure nor a current copy of his business plan.

Uhlik asked about utilities on the lots. City Administrator Carl Chalfant said the surveying is completed and the plans have been approved for the utilities to be installed by KDHE; however, the 2021 budget has been adopted. Council Member Theresa Herra stated the City has lots of big projects going on and the budget is expended. The estimated cost to extend water and sewer is \$60,000. According to Chalfant, grading and drainage work would need to be done to build the new streets in the industrial park as well as extend the electric utility.

Uhlik asked if the City would consider partnering with Portenier and the Washington County Economic Partnership. Council members agreed that could be a possibility.

Council members asked if Portenier was moving out of downtown and also expressed concern about what would happen to all the empty buildings. Uhlik stated he has talked to Brad Portenier about selling the buildings and he is 99% certain they will be sold. Raleigh Ordoyne said “really this scenario is a win/win for everybody,” and others would have an opportunity to buy or rent the downtown buildings. Council Member Don Imhoff says there should be some type of guarantee the buildings downtown will be sold. Imhoff also asked if Portenier will participate in the Washington County Tax Abatement program. Uhlik stated WCEP is encouraging him to do so.

City Attorney Elizabeth Hiltgen stated some language had been deleted from some of the previous deeds and the Council expressed interest in adding back restricted language.

8. Housing Cleanup Program.

Discussed applications for the housing clean-up program. Consensus of the Council was for staff to seek bids for housing demolition and trucking of disposal to the Washington County Landfill. Bids and applications will be reviewed and considered at the October council meeting.

9. B Street Project.

Motion to approve and authorize the Mayor to sign the City’s share of the Contractor’s Application for Payment No. 4 from Vogts Parga Construction in the amount of \$20,981.58; and Change Order No. 3 by Schottel and seconded by Bryant.

Discussed the delay in construction on B Street. City Administrator Carl Chalfant stated there is a complication of engineering design and elevation with sewer and storm sewer.

10. Concrete Street Repair.

Motion to accept the bid for replacement of 3,048 square feet of concrete pavement in the 200 Block of East 6th Street and sanitary sewer manhole at 4th & B Street at a cost of \$34,858 with any additional concrete at a cost of \$89.33 per square yard and curb/gutter at \$38.95 per linear foot by Orr Wyatt Streetscapes by Bryant and seconded by Imhoff.

Vote: Ayes: Melanie Bryant
Theresa Herra
Don Imhoff
Roxanne Schottel

11. Coronavirus Relief Fund Memorandum of Understanding.

Motion to approve and authorize the Mayor to sign the City of Washington Coronavirus Relief Fund Memorandum of Understanding by Herrs and seconded by Bryant.

Vote: Ayes: Melanie Bryant
Theresa Herrs
Don Imhoff
Roxanne Schottel

City Attorney Elizabeth Hiltgen stated the County adopted a resolution to accept Strengthening People and Revitalizing Kansas (SPARKS) funds allocation and the memorandum of understanding states the spending requirements will be followed.

12. Ordinance No. 807.

Motion to adopt Ordinance No. 807, AN ORDINANCE AMENDING ARTICLE 1, GENERAL PROVISIONS OF CHAPTER 21, UTILITIES, OF THE CITY CODE OF THE CITY OF WASHINGTON, KANSAS WITH RESPECT TO BILLING, by Schottel and seconded by Bryant.

Vote: Ayes: Melanie Bryant
Theresa Herrs
Don Imhoff
Roxanne Schottel

13. Water Project.

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 6 from Orr Wyatt Streetscapes in the amount of \$359,194.03 for by Schottel and seconded by Herrs.

Vote: Ayes: Melanie Bryant
Theresa Herrs
Don Imhoff
Roxanne Schottel

City Administrator Carl Chalfant gave a progress update on the water project.

14. City Attorney Report.

a) **Ball Association.** City Attorney Elizabeth Hiltgen, City Administrator Carl Chalfant, and Recreation Director Caroline Scoville reviewed a proposed draft of the Ball Association bylaws and they have been sent back to the Ball Association and then forwarded to the Rotary Club.

b) **Memorandum of Understanding for City and Library.** City Attorney Elizabeth Hiltgen was able to follow up with Carol Barta from North Central Kansas Libraries with respect to the need for a Memorandum of Understanding between the city and the library. Both are of the opinion that a formal agreement at this time is unnecessary. The City and the Library can peacefully co-exist simply with proper communication channels.

c) **Cedar Hills Golf Course.** City Attorney Elizabeth Hiltgen stated Golf Course property tax is in the appeals process.

15. City Administrator Report.

a) **2011 Freightliner Dump Truck.** The 2011 Freightliner Dump Truck was purchased for \$23,000 plus 10% buyer premium for total of \$25,300, and has been paid for and picked up. The City's 2005 Dodge Stratus is sold. The 1991 International dump truck will be sold on Purplewave.

- b) **League of Kansas Municipalities Conference.** The League of Kansas Municipalities Conference will be virtual October 13-16. Staff has registered for one attendee. Mayor and Council members are asked to notify City Clerk Denise Powell if they wish to attend the conference so registration may be completed.
- c) **Voltage Conversion Mutual Aid.** Staff has been in contact with Scott Graves, Clay Center Public Utilities, on voltage conversion for the industrial park. Graves said they may be able to send one crew but are extremely busy and suggested reaching out to KMU and KMEA for mutual aid. The estimated cost is \$200 per hour per crew for two men and a bucket truck. Staff will reach out to both KMU and KMEA and schedule a Saturday or Sunday in October to complete conversion of everything south of Mill Creek. Electricity will need to be terminated to the area during converting and hoping all can be done in one day.
- d) **Roof Update.** McGee Roofing was in town September 1st and 2nd with the roofing material manufacturer's inspector. They inspected the power plant roof and city hall roof. The inspector had McGee touch up a couple of seams at the power plant and two on city hall roof. This was a requirement of the manufacturer in reference to their warranty.
- e) **Sewer Lining.** Received a call from Midlands Contracting, Inc. who plan to be here September 8 to line the sewer of approved mains.
- f) **Dust Control.** City and Washington County Public Works worked together to apply a dust control solution approximately 800 feet north of sports complex on North D Street to improve safety as there were two football games planned for Thursday and Friday. This could create individual requests to have solution placed on the rest of the detour route but there is a limited supply and it is very expensive.

16. City Clerk's Report.

- a) **Social Security Deferral.** Consensus of the Council is to opt out of President Trump's executive order to defer withholding and payment of the employee's portion of Social Security (FICA) tax if the employee's wages are below \$4,000 biweekly.
- b) **Thank You.** Staff received a thank you for the memorial from the family of Terry Taylor.
- c) **Reports.** The July 2020 financials for the Washington County Senior Citizens Meal Sites, Fire Minutes for July and August and the Library minutes for August were given to the Council for review.

17. Reports.

Ryan Kern.

- a) **Cemetery.** Mayor Ryan Kern asked about using volunteers to assist with moving and weed eating at cemetery which the City has used.

Motion to adjourn by Imhoff second by Bryant.

Vote: Ayes: Melanie Bryant
 Theresa Herra
 Don Imhoff
 Roxanne Schottel

Meeting adjourned at 8:15 p.m.

Denise M. Powell, City Clerk