

WASHINGTON CITY COUNCIL MINUTES
Regular Meeting – City Hall
6:30 p.m. – May 4, 2026

1. Call to order by Council President Carolyn Pinnick at 6:30 p.m.

2. Roll Call.

Present:	Carolyn Pinnick, Mayor Mary Ann Crome, Council Member Bryan Loberg, Council Member Allison Kern, Council Member
Absent:	Amy Anderson, Council Member
Staff Present:	Carl Chalfant, City Administrator Denise Powell, City Clerk Justin Svanda, Assistant Fire Chief
Others:	Cynthia Scheer, Washington County News

3. Resignation.

Garett Edgar, Mayor, submitted a letter of resignation April 30, 2026, as he has moved outside the city limits and is not eligible to serve in capacity of the mayor.

4. Oath of Office.

Carolyn Pinnick took a loyalty oath to serve as mayor.

5. Approval of Agenda.

Motion to approve the agenda as presented by Crome and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

6. Citizens Comments.

Justin Svanda, assistant fire chief, thanked the council for the purchase of a newer truck and hoses, discussed officer changes and a roof leak at the emergency services building.

7. Minutes.

Motion to approve the minutes of the regular meeting of April 6, 2026, by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

8. Appropriations Ordinance 2026-05.

Motion to approve appropriations ordinance 2026-05 by Crome and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

9. Council Present/Financial Signers.

Motion to elect Bryan Loberg as president of the Council by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

Motion to add Carolyn Pinnick, mayor, and Bryan Loberg, council president, as authorized signers to the city's bank accounts at FNB Washington and United Bank & Trust, Washington, by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

10. Mayoral Appointments.

Motion to approve the mayoral appointments as presented by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

11. Cold Mix Bids.

Motion to accept the bid from Hall Brothers for 300 tons cold mix at \$102.61/ton to be paid out of the special highway fund by Loberg seconded by Crome.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

12. Street Dedication Ordinance 830.

Motion to adopt Ordinance No. 830, AN ORDINANCE DEDICATING A CERTAIN PORTION OF LOT 14 IN THE CITY OF WASHINGTON, KANSAS, INDUSTRIAL PARK AS A PUBLIC STREET by Kern and seconded by Crome.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

13. Playground.

Motion to approve the draft between Recreation Construction Group, LLC, and the City as presented and authorize the city administrator to execute the contract and attachments pending review and approval of the contract by Crome and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

14. Curb & Gutter, Sidewalk Bids.

Motion to approve applications for curb and gutter program as presented, and approve applications for the sidewalk program as presented, up to 4' wide and 4" thick sidewalks, with anything over the full responsibility of the property owner by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

Motion to approve applications for curb, gutter and sidewalk programs with the city paying 50% of the contractor's cost with standard width and thickness 4' by 4" with anything over the full responsibility of the property owner by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

Motion to accept the bid from Charles Votipka in an amount not to exceed \$12,688.00 for curb & gutter program applications to be completed by December 1, 2026, by Loberg and seconded by Crome.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

Motion to accept the bid of Charles Votipka in amount not to exceed \$17,904.00 for sidewalk program applications by December 1, 2026, by Kern and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

15. Voltage Conversion.

Consensus of the council is to seek bids to upgrade the poles and wire from C Street to D Street between West 2nd and West 3rd Streets, and from D Street to E Street between West 5th and West 6th Streets and new wire 312 West 5th Street to E Street.

16. WAPA Small System Plan.

Motion to adopt the Western Area Power Administrations (WAPA) Small Customer Plan and authorize the City Administrator to sign as presented upon review by city attorney by Crome and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

17. East 2nd Street.

Motion to approve and authorize the mayor to sign the Contractor's Application from Inline Construction for Payment No. 8 of the East 2nd Street Rehab/Reconstruct project in the amount of \$367,388.47 with KDOT's share \$271,867.47 and the city's share of \$95,521.00 upon KDOT approval by Loberg and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

18. Executive Session.

Motion to recess into executive session to review applicant for employment of nonelected personnel to include the Mayor, Council and City Administrator to resume in the Council chambers at 8:05 p.m. by Crome and seconded by Kern.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

19. City Administrator Repot.

a) **Grants.** The ambulance service was awarded the KRAF grant by the Kansas Board of EMS for the purchase of a Lucas CPR device. They were also awarded a Washington County Community Foundation grant for the purchase of two sets of Binder Lift devices, one set for each truck. The cash match for the Lucas device came from the donation from Mary Dodds' ice cream stand, and the binder lift cash match came from the Washington County Community Foundation and the cash match came from memorial money. Full-time AEMT Caroline Scoville will be doing training for personnel in the coming weeks.

- b) **Asbestos Inspection.** Discussed the asbestos demolition inspection at 321 W 5th Street. Staff will follow up with the contractor.
- c) **Vehicles.** Staff have received one estimate for the repair of the electric distribution pickup and at this time waiting to receive a second estimate. Chalfant stated staff hasn't been able to get a second quote.
- d) **East 2nd St. Project.** East 2nd Street Project substantial completion date was April 15, 2026, and the contractor asked for an extension. A change order request was received April 16, 2026, requesting an extension to June 2, 2026. Mayor Garrett Edgar signed the change order on April 29, 2026.

The monthly progress meeting was held April 1, 2026, at City Hall. Present were Darrin Schmitz and Josh Huckett, Washington County Hospital; Ben Ward, CES Group; Carl Chalfant, City Administrator; Denise Powell, City Clerk; and Steve Blumer, Inline Construction. Blumer said A Street will be opened the week of April 6th. They are stabilizing the west side of East Second and hope to pour curbs Monday. Once Second Street is opened from B Street to A Street, work will begin east of the medical clinic to Pierce Street. Chalfant will visit with the postmaster about mailboxes located along East Second Street. Discussed painting lines in the parking area of the clinic and hospital. Chalfant will work with contractor on hospital parking area and hospital employees will paint them at medical clinic in off street parking. Work is complete up to 308 E Second Street except for cleaning up expansion seams.

- e) **Power plant.** Engine six will start but not stay running. Staff was looking at issues with controller valve. Also discussed masonry work of the south wall of the power plant and roof inspection.

20. City Clerk's Report.

- a) **City's Online Bill Pay.** The consensus of the council was to set a minimum dollar amount of \$25 and reactivate the online bill pay.
- b) **Friendly Corners.** City Attorney is working with the Ministerial Alliance on conveyance of property owned by the city at 100 B Street.
- c) **Reports.**
February treasurer's report and fire minutes for March were given to the council for review.
- d) **Tree Board.**
Cliff Stewart, tree board, brought in the tree board notes from their April 6, 2026, meeting. Stewart will meet with City Administrator Chalfant to discuss tree locations on Wednesday.

Reports.

Crome.

- a) **Ambulance.** Council Member Crome asked about the ambulance meeting with the City of Linn. Linn has requested to have another meeting at 6 p.m. May 18th in Linn. According to Council Member Kern, their biggest concerns are scheduling, hourly pay, who would own the ambulance and take care of expenses. Crome asked if the commissioners have begun the process of creating a countywide service and applying for necessary licensing. Kern stated the commissioners are not wanting to go to a countywide service. Crome stated the commissioners need to begin process to get license, "otherwise we aren't any different than we were the last 25 years. The commissioners need to decide whether they are or aren't going to go to countywide service".
- b) **Property Violations.** Discussed properties needing mowed and those with inoperable vehicles and trash.
- c) **Potholes.** Crome asked that filling potholes be made a priority and that streets be swept.

d) Communication. Crome asked that the Mayor and Council be made aware of incidents at the city rather than hearing them on the street.

Pinnick.

a) Emergency Services Building Roof. Mayor Pinnick stated the Emergency Services Building roof leaks and asked if staff had checked the roof. City Administrator Carl Chalfant stated it had been reported but staff hadn't had a chance to check it out.

Motion to adjourn by Crome and seconded by Loberg.

Vote: Ayes: Mary Ann Crome
Allison Kern
Bryan Loberg

Adjourned at 8:09 p.m.

Denise M. Powell, City Clerk