



**Proceedings of the City Council Meeting**  
**Williamsburg, Kansas**  
**March 2, 2015**  
**7:30 p.m.**

The City of Williamsburg Kansas met in regular session on March 2, 2015.

Those present:

Mayor Jon Horne, Council Member Messick, Council Member Worden, Council Member Stover, Council Member Norton and Council Member Tipton

Guests present: Gene Hirt, JR Harris, Tony De La Torre, Jeff Seymour, Bruce Rockhold, Fran Bennett, Lou Coppoc, Commissioner Howard, and Sheriff Richards.

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Meeting called to order at 7:33 pm by Mayor Horne who thanked everyone for coming this evening. City Clerk Sims took roll call and Council Member Messick was absent due to a family emergency but then came in later in the evening at 9:11 pm. All other Council Members were present.

### 1.0 Public Forum

**Commissioner Howard:** Commissioner Howard informed the Council that they have started working on the County budget. They are doing it a little different this year by having meetings with each department.

**JR Harris:** Just observing.

**Fran Bennett:** Mr. Bennett informed the Council that April 15, 2015 at 6:30 pm District 12 will be holding a public meeting. If any of the Council Members wanted to attend they were more than welcome.

**Gene Hirt:** Mr. Hirt informed the Council that he was here this evening to represent the Meals on Wheels Program. He stated that he thought that the program was a great program and should be supported by the City.

**Bruce Rockhold:** Mr. Rockhold encouraged all Council and guest presents to vote tomorrow for the school board primary.

**Tony De La Torre:** Just observing.

**Lou Coppoc:** Mr. Coppoc informed the Council that the mats that were in the Ag Shop that the Council previously voted as surplus property will be gone this week. Thanked the Council for all that they do.

**Sherriff Richards:** Sherriff Richards informed the Council that the construction was complete on the new building and they will be having an open house. He will let us know when the date is set. He said that it will be great to have all of the offices updated and in one building. The great part is that the cost didn't affect the Mil levy at all. It is located in what used to be the Neosho Community College and the Juvenile Hall is connected to the building as well. He also informed the Council that the Sherriff's department recently did a community meeting regarding a neighborhood watch. If the City of Williamsburg would like to do one as well they would be more than happy to arrange it.

### 2.0 Approval of the Agenda:

**2.1 Amend the Agenda:** Mayor Horne added to New Business 8.9 score board at the Lou Coppoc football field. Council Member Worden made a motion to approve the agenda amendments. Seconded by Council Member Tipton. Motion passed 4-0.

### 3.0 Approval of the Minutes

**3.1 Approve Previous Minutes (February 2, 2015):** Mayor Horne had some spelling corrections on the meeting minutes. In Commissioner Howards public forum comments the spelling Mr. Hagen to Mr. Haag, Commissioner Sottlemeir to Commissioner Stottlemire, and pervious to previous. Council Member Tipton made a motion to approve the February regular meeting minutes with spelling corrections. Seconded by Council Member Worden. Motion passed 4-0.

**3.2 Approval of Special Meeting Minutes (February 5, 2015):** Council Member Worden made a motion to approve the February special meeting minutes. Seconded by Council Member Norton. Motion passed 4-0.

**3.3 Approval of Special Meeting Minutes (February 18, 2015):** Council Member Tipton made a motion to approve the special meeting minutes. Seconded by Council Member Worden. Motion passed 4-0.

### 4.0 Treasurer's Financial Report

**4.1 Financial Report:** Treasurer Rockhold and City Clerk Sims informed the Council that due to the switch over to the new system they have not been able to reconcile the bank statement. City Clerk Sims is in contact with the software people to help figure out what is going on.

- 4.2 **February/March 2015:** Council Member Tipton made a motion to table the February and the March Treasurer report due to no bank statement and not reconciling at this time. Seconded by Council Member Worden. Motion passed 4-0.
- 4.3 **End of the Year Reports:** City Clerk Sims informed the Council that 2014 books have been closed and everything is in balance. She also informed the Council that in their packets was the print out of how each department ended the year.

## 5.0 Presentations

- 5.1 **Presentation from Jeff Seymour:** Mr. Seymour with FCDC informed the Council that every 3-4 years they do a labor study. He then passed out handouts to the Council. This information such as labor and wage rates, transportation infrastructures, utilities, and other information helps for recruiting new companies to the area. He then showed the Council the website that holds the last labor analysis that was done. He answered some questions from the Council regarding this topic. He told the Council that he was here to inform the Council that the information was out there and also to inform them that they are getting ready to do another one and wanted to ask the Council if the City of Williamsburg would be willing to donate some funds to help pay for the cost. They are asking several FCDC Members and other large companies in the area to help pay for it. If a new company wanted to move to Franklin County then they would want this information and it would be very time consuming for them to pull it together themselves. It is done by a third party so it is not bias. He said that he didn't need to know tonight, but would like to know by April. The Council wanted to have an opportunity to review the information and asked Mr. Seymour if he could come back at next month's meeting. Mr. Seymour said that he could and that would be fine.
- 5.2 **Presentation from Active Transportation Committee:** Mrs. Ransom was not at the meeting. Mrs. Sims informed the Council that the committee has put together a plan to be able to connect all of the cities in the county with a biking / walking trail. She apologized for not having any handouts to pass out to show the Council but wanted to give them an update.

## 6.0 Mayor's Report

- 6.1 **Mayor's Report:** Mayor Horne informed the Council that the meeting that was held on February 21, 2015 at the Library for the community went really well. There was several community members that showed up to participate in the same exercise that the Council had done at the February 18, 2015 special meeting. Mayor Horne got a lot of good information. Mr. Holmes and Mr. Seymour want to have another meeting toward the end of March. Mrs. Sims is putting the information all together from the Community meeting and also from the Council meeting. Mayor Horne has heard some conversations regarding a possible new business development in town. He didn't have any more information at this time. As soon as the information is all pulled together he will share with the Council.

## 7.0 Old Business:

- 7.1 **Trimming of Trees in town:** Mayor Horne informed the Council that the trimming trees in town is complete and he thinks they did a good job. Council Member Norton added that he thought that they could have cut them back a little more but they did a good job. It took them about 3 days to complete and they did a great job of cleaning up as well.
- 7.2 **Tractor Discussion:** Council Member Stover informed the Council that the new pump was back and put in the tractor. But there is a transfer pump that is not working and will need to be replaced. He said that John Lacey who repaired it the last time said that he would repair it for a reduced cost. With the purchase of a repaired transfer pump and the labor cost would cost about \$700.00. Discussion took place on this topic. Council asked Council Member Stover to get a defiant price for the repair and bring to the special meeting.
- 7.3 **B&G Consultant Wastewater Project Contract:** Mayor Horne informed the Council that the contract that was presented was sent to the attorney for review. The attorney had a few changes that he made. The contract has now been agreed upon and signed. The next step is to complete the CCTV. Mayor Horne will contact Ottawa to begin discussions with them. Discussion took place on the specifics.
- 7.4 **Street:** Mayor Horne informed the Council that as soon as the weather breaks he will be meeting with Council Member Norton and Mr. Harris on getting a plan together for the streets.
- 7.5 **Water Meter Replacement:** Mayor Horne informed the Council that Mr. Elston Horne has identified all of the old meters in the town. There were a total of 14 that he felt needed to be replaced this year. He has replaced 5 to date and there was 9 left that needed to be done. We will need to purchase more meters to be able to make this happen. Mayor Horne went over the prices for the meters and for setters too. Council

Member Tipton made a motion to purchase 2 boxes of meters and 1 box of setters. Seconded by Council Member Worden. Motion passed 4-0.

## **8.0 New Business**

- 8.1 Proclamation for March being “March for Meals Month”:** Mayor Horne informed the Council that he had received a request from Mid-America Nutrition. The request was in the Council packet. Mayor Horne felt that this program was very important to our City. The Council agreed with Mayor Horne. Council Member Tipton made a motion to declare March as March for Meals Month. Seconded by Council Member Norton. Motion passed 4-0.
- 8.2 Departmental Discussions:** Council Member Norton made a motion to have a special meeting on March 12, 2015 at 6:30 pm to have departmental discussions and City Tractor. Seconded by Council Member Worden. Motion passed 4-0.
- 8.3 Dealy to go to Court Clerk Class:** Council Member Worden made a motion to allow Dealy Sims to attend the Court Clerk Class in Topeka on March 26 and March 27, 2015, Seconded by Council Member Norton. Motion passed 4-0.
- 8.4 Planning Commission Appointments:** Mayor Horne requested that JR Harris, Ronnie Howell, Gary Sims, Cindy Hamilton, and Marcie Magee be appointed to the planning commission. Council Member Tipton made a motion to accept Mayor Horne’s request of listed individuals for the planning commission. Seconded by Council Member Worden. Motion passed 4-0.
- 8.5 Approval of Applications:** Mayor Horne gave the Council 2 suggested applications for the zoning changes, special use permits, and variances. Discussion took place on this topic. Council Member Worden made a motion to accept the 2 applications for the zoning changes, special use permits, variances and the Board of Zoning Appeals. Seconded by Council Member Norton. Motion passed 4-0.
- 8.6 Change the Zoning Permit Filing Fees:** Mayor Horne informed the Council that he felt our \$50.00 filing fee was too low for the change of zoning application. If the zoning was changed in the City it would have to be published in the paper and residence would have to be notified The cost involved with that is more than the \$50.00 and the City would lose money. Discussion took place on this topic. The Council asked Mayor Horne to find out what the change of zoning fees are in the surrounding areas and bring back to the Council.
- 8.7 Mowing Contractor:** Mayor Horne reminded the Council that in the past when it came to nuisance violations of mowing the grass there were some issues with residence complying. We need a policy in place if the owner of the property doesn’t want to take care of the problem. Discussion took place on this topic.

### **Council Member Messik entered the meeting at 9:11 pm.**

- 8.8 Basketball Court Lights:** Mayor Horne reminded the Council that the lights on the basketball court at City Park need to be repaired. He has not been able to meet with Mr. Ifland yet to discuss with him but he did find some lights that he thought were very reasonable in price. The kids in the town are going to want to play there and we need to do something soon. Discussion took place on this topic.
- 8.9 Score Board at Lou Coppoc Football Field:** Mayor Horne informed the Council that there is a concern regarding the score board that is at the Lou Coppoc Football Field. It doesn’t work anymore and there is no use for it. It is starting to fall down and is dangerous to have it up. Council Member Norton made a motion to remove the score board at Lou Coppoc Field and scrap it. Seconded by Council Member Worden. Motion passed 5-0.

## **9.0 Executive Session:** Council Member Tipton made a motion to enter into executive session at 9:19 pm for 15 minutes to discuss non-elected personnel. Seconded by Council Member Messick. Motion passed 5-0.

Council invited Mr. Tony De La Torre into executive session at 9:28pm.

Council exited executive session at 9:34 pm.

Council Member Tipton made a motion to re-enter executive session at 9:35 pm for 10 minutes to discuss non-elected personnel. Seconded by Council Member Norton. Motion passed 5-0.

Council invited Mr. Tony De La Torre into executive session at 9:35pm.

Council exited executive session at 9:45 pm.

No action was taken.

## **10.0 Pay the Bills:** The Council had a few questions regarding the bills that were answered by Mayor Horne. Council Member Tipton made a motion to pay all the bills. Seconded by Council Member Messick. Motion passed 5-0.

## **11.0 Adjourn Meeting next regular meeting April 6, 2015:** Council Member Tipton made a motion to adjourn the meeting at 9:48pm. Seconded by Council Member Worden. Motion passed 5-0.