



Proceedings of the City Council Meeting
Williamsburg, Kansas
April 1, 2013
7:30 p.m.

The City of Williamsburg Kansas met in regular session on April 1, 2013.

Those present:

Mayor Jon Horne, Council Member Hirt, Council Member Stover, Council Member Tipton, Council Member Norton, and Council Member Messick.

Guests present: Fran Bennett, Commissioner Howard, Sheila Worden, Mike Peroo, Lou Coppoc and Amber Smith

- 1) Meeting called to order at 7:30 pm.
- 2) Agenda Amendments:
Mayor Horne: Old Business: Snow Route Signs, Update on KDHE Inspection
New Business: Request from Williamsburg Elementary School Principal Mr. Allen
Motion by Council Member Hirt to accept amendments, Seconded by Council Member Messick, Motion passed 5-0
- 3) **Approval of Previous Minutes:**
March 4, 2013 Regular Meeting Minutes: Motion by Council Member Hirt to accept the meeting minutes, Seconded by Council Member Tipton, Motion passed 5-0
March 12, 2013 Work Session Minutes: Motion by Council Member Hirt to accept the meeting minutes, Seconded by Council Member Messick, Motion passed 5-0
March 25, 2013 Resolution Hearing Minutes: Motion by Council Member Hirt to accept the meeting minutes, Seconded by Council Member Messick, Motion passed 5-0
- 4) **Treasurer's Report:**
 - a. February 2013 Treasurer's Report was previously tabled due to no bank statement to reconcile the City's Records. Motion by Council Member Tipton to approve the February 2013 Treasurer's Report, Seconded by Council Member Messick. Motion passed 5-0.
 - b. March 2013 Treasurer's Report: Motion by Council Member Tipton to table due to no bank statement, Seconded by Council Member Hirt. Motion passed 5-0.
- 5) **Recognize Guests:**
 - a. Mr. Mike Peroo: Was here to give the rate study and will do that during old business.
 - b. Mrs. Worden: Nothing
 - c. Mrs. Smith: Nothing
 - d. Mr. Coppoc: Wanted to compliment the snow movers and thank them for a great job they did moving the last snow. Also wanted to make a recommendation to the council that the football field needs to be irrigated and if they could find someone with a roter hoe that would do it.
 - e. Commissioner Howard: Nothing
 - f. Mr. Bennett: Two subjects to discuss with the Council. First, when Mayor Gilkey was in office there was zoning established in town. He believed that the south end of the second block of Dane was zoned for residential. There has recently been a start of a new auto mechanic repair business. There are concerns from the surrounding neighbors that there will be a lot of parked cars. Mr. Bennett tries to keep his property looking well and this will affect the neighborhood. There was a trailer but behind the house a while back and they allowed it to stay but now it seems that there is another issue and the Council needs to address this. Second subject is the Wholesale District #12 spent about two hours talking about bond issue. Mr. Bennett reviewed the handout that was given to all the Council Members. Mayor Horne asked Mr. Bennett to keep the Council informed of the Bond issue for District #12 and that the Council will take into consideration the zoning issue.
- 6) **Old Business:**
 - a. Water Sewer Rate Study: Mr. Peroo gave a quick overview of the rate study. He noted that one thing to look at is the funds have nothing to do with tax rates. They are to pay expenses and build

adequate cash flow. The first thing they look at is the system calculating everything correctly. The City of Williamsburg system is fine and calculating everything correctly. The second thing to look at is the utility fund bringing in 1.20%. So for every dollar that is being spent we should be bringing in \$1.20. So are we in compliance with that? Are we maintaining the cash basis? He then went over the packet of information that was provided to the council of the rate study. Mr. Peroo took questions from the council on this topic and the packet. Discussion then took place. Mayor Horne thanked Mr. Peroo for coming and explaining. Mr. Peroo told the Council should they come to any conclusions or have any further questions to just let him know and he would be happy to review and/or visit again with them.

- b. Rural Water 4 Connection on Finney Road: Mr. McClure left a map of what they will be doing with the connection. Mayor Horne will be submitting the drawing to the state for approval before anything else can take place. Mayor Horne said that Mr. McClure told him that when the meter was done before it should have been done inside the fence. He believes that it is on County property right now so that will have to be redone. Mayor Horne will keep the Council posted on the events as they take place.
- c. ICS-402 Incident Command System for Executives/Senior Officials on disaster responsibilities March 13, 2013 from 9-11am at County Annex in Commission Chambers update: Mayor Horne did attend this training and he informed the Council that he got a lot of good information out of this meeting. He thought it was an overall good meeting and was glad he was able to go.
- d. Healthy Hikers Donation: Mayor Horne informed the Council that at the last meeting they motioned for the City of Williamsburg to donate \$50.00 to the Healthy Hikers club. After consulting with the attorney, Mayor Horne was informed that city entities cannot donate to a taxable entity. Since the club is connected to the school, they are considered a taxable entity so Mayor Horne informed the City Clerk not to send them a check. We are able to donate monies to a nonprofit organization such as the Lions Club when they do community events.
- e. Capital Improvement Items: Mayor Horne reminded the Council that in the work session that took place on March 12, 2013 the Council had agreed on a list of items of Capital Improvement for 2013. He needed a motion from the meeting tonight. Council Member Tipton made a motion to accept the items and start the costing and discussions of Repainting the North Lift Station, Repair of the man holes, Paint the upper portion of City Hall exterior, and Replacing the side walk on the south side from City Hall to Fire Station not necessarily in that order. Council Member Hirt seconded the motion. Motion passed 5-0
- f. Emergency Snow route signs: Mr. Harris brought up at the last meeting of the difficulty in removing snow due to parked cars. Mayor Horne wanted to know if the Council wanted to get emergency snow route signs for the Main Street. The Council had discussion regarding this. Council Member Stover made a motion not to get Emergency Snow Route signs for Main Street. Council Member Tipton seconded the motion. Motion passed 5-0.
- g. Update on KDHE: Mayor Horne reminded the Council about the inspection that was done from KDHE. The City of Williamsburg sent a letter of intent back to KDHE informing them of our plans. We then received a letter back from KDHE stating that so far we are in compliance with them. He then informed the Council that we have made all appropriate steps in fixing most of the issues on the improvement list. We still have items that need to be taken care of after the weather gets warmer.

7) Departmental Reports:

- a. Water Department: Nothing.
- b. Parks Department: Council Member Messick approached the Mayor with an ad that was in the paper for a two-wheel trailer that would help with the care of the plants. Currently Council Member Messick is utilizing his own two-wheel trailer for this and it is very inconvenient for him. Mayor Horne took the ad but the store did not have them in so he received a rain check for the item. Since there was time now to get Council's permission, Council Member Messick would like to have it. The Council Members were all fine with that purchase. Mayor Horne also informed the Council that we are still working on the playground project. He had contacted Mr. Link and was able to leave him a message. He has not received a call back from him to set up a meeting to move forward with the plans and getting his input on the playground. Mayor Horne stated that his goal is to have something purchased by mid-April. When it does get delivered, the company informed him that if he can get community members to come together to help with the assembly it would lower our cost by about \$10,000. So Mayor Horne will start gathering people after he knows when it will be here. Discussion took place from the guests to the Council regarding the recycle dumpster that is still sitting on Main Street. There was concern that the dumpster is now for an

individual making money and not for the community any more that it should be moved. Mayor Horne informed everyone that he has not yet been able to have discussions with Mr. Link and that is a topic that they will discuss.

- c. Sewer Department: Nothing
- d. Streets Department: Nothing

8) **New Business:**

- a. Smoke Test Sewer: Council Member Stover informed the Council that he called and got pricing on renting a smoke test system for the sewer. It was \$100.00 per day or \$239.00 per week. Council Member Messick thought that the Rural Water Association will do the whole test if the City just pays for the smoke balls but he was not sure. Mayor Horne said that he wants a game plan for safety measures before the Council does anything if they are going to do it on their own. Council Member Stover said that he has a safety plan and will make sure everyone is aware of what it is before the project is begun. Council Member Norton said that he would contact Heckman and speak to them about it.
- b. Spring Clean-up – The dumpsters are here until April 6th 2013. They are no charge as long as there are no tires, household chemicals or batteries in them. Signs have been posted all around town to inform the community.
- c. Resolution for 222 South Louisa: Mayor Horne informed the Council regarding this address and abating the property. This will take the same procedure as we just went thru for the unsafe structure. Mayor Horne asked for a motion. Council Member Norton made a motion to accept the resolution for 222 South Louisa. Council Member Tipton seconded the motion. Motion passed 5-0
- d. Resolution for 116 East Warren: Mayor Horne informed the Council regarding this address and abating the property. This will take the same procedure as we just went thru for the unsafe structure. Mayor Horne asked for a motion. Council Member Tipton made a motion to accept the resolution for 116 East Warren. Council Member Norton seconded the motion. Motion passed 5-0
- e. Request from Williamsburg Elementary Principal Mr. Allen: Mayor Horne informed the council the he met with Mr. Allen, the Williamsburg Elementary Principal and Mr. Allen has received a grant of \$40,000.00 to help with the after school program, Healthy Hikers Club, and community garden project. He had done some research and found that the Williamsburg children were not attending the after school program in Pomona. The grant that he received would help get an after school program going here in Williamsburg. He would like to use the property in back of the Vo Ag Building and the greenhouse area. He may want to utilize the Green House itself too. Council Member Messick made a motion to allow the school to use the Vo Ag and green house property and the Green House as well pending the investigation by Mayor Horne that the City is not liable. Council Member Hirt seconded the motion. Motion passed 3-2 Council Member Stover Nay. Council Member Norton Nay.
- f. Council Member Messick gave an update on the Community Garden. The area between the Church and the Library has been tilled up for the garden. A committee has been formed. Kenny Messick is President, Audra McCurdy is Vice President, and Penne Rowland is treasure. They are still in need for a secretary. Council Member Messick will keep us informed of the progress of the garden.
- g. Mayor Horne informed the Council that there are two CD's of the Cities that will come due soon. One is in May and the other is in June. He asked the Council what they would like to do with these CD's renew them, or cash them out and put into savings. The one that comes due in May is at \$75,679.52 gaining a .54% interest. The other that comes due in June is at \$11,361.16 gaining a 1.4% interest. Council Member Norton made a motion to cash out both CD's when they come due and deposit the funds into the savings account. Council Member Tipton seconded the motion. Motion passed 5-0.
- h. Mayor Horne wanted to know what the Council would like to do about the topic of the Automotive repair shop that Mr. Bennett had brought up at the beginning of the meeting. Discussion took place by the Council Members. Council Member Messick made a motion to send a letter to the patron stating that they are in violation of the zoning codes for the City of Williamsburg and they are in an area that is not zoned for commercial property. Council Member Tipton seconded the motion. Motion passed 5-0
- i. Council Member Norton asked the Mayor what the status was for the Shoemaker fire hydrant issue. Mayor Horne informed him that the repairs have been taken care of and that Mr. Shoemaker will be getting a bill of all the expenses for this this week.

- j. Council Member Stover asked the Council what they wanted to do about the over grown willow trees that are starting to hang over the road on the 300 block of Louisa. The Council Members agreed that a letter would be sent to the owner of the property that they need to take care of the situation.

9) **Bills**

- a. Motion by Council Member Hirt to pay all bills, Seconded by Council Member Tipton Motion passed 5-0.

10) **Adjournment**

- a. Motion by Council Member Tipton to adjourn the meeting at 10:02 pm, Seconded by Council Member Hirt. Motion passed 5-0.