



Proceedings of the City Council Meeting
Williamsburg, Kansas
December 5, 2016
7:00 p.m.

The City of Williamsburg Kansas met in regular session on December 6, 2016.

Those present: Mayor Jon Horne, Council Member Worden, Council Member Tipton, Council Member Norton and Council Member Stover.

Absent: Council Member Rhoads

Guests present: Lou Coppoc, Fran Bennett, Bruce Rockhold, Elston Horne, George Pershil, Lloyd John, Kenny Messick, James Oltman, and Deputy Altic

Meeting called to order at 7:30 pm by Mayor Horne who thanked everyone for coming this evening. City Clerk Sims took roll call. Council Member Rhoads was absent.

1.0 Public Forum

Lou Coppoc: Mr. Coppoc thanked the Council for the hard work that they do and also the Christmas lights on Main Street. They look wonderful.

George Pershil: Mr. Pershil informed the Council that he resides at 220 E. Mill Street and was just here tonight to see how things were going and how things were progressing on the sewer project.

Lloyd John: Nothing

Elston Horne: Mr. Horne informed the Council that everything has been winterized and there are no problems with the lift stations. All seems to be running well.

Bruce Rockhold: Nothing

Kenny Messick: Mr. Messick gave the Council a request to close a portion of 1st Street. He has received signatures from all land owners involved. He said that there has not been a passable street there for many years. The other land owners would like to put in a fence and the best place to do it would be right down the middle of that street. Mayor Horne informed Mr. Messick that if the Council wishes to do that they will add it to the agenda.

Fran Bennett: Mr. Bennett informed the Council that District 12 had their Christmas celebrations on Saturday and fed them all a nice dinner. Everything else is going well.

James Oltman: Mr. Oltman wanted to give an update on the FCDC. The new Industrial Park is still moving forward and going well. The master plan was unveiled to the public with the estimated growth areas recently. The City of Ottawa and Franklin County are working together in the design phase of the project. The utilities need to be put down to make sure it is shovel ready. That has not been done yet. Bartlet and West is who has been contracted. They will be meeting next week to go over the 60% completed mark. They should be at 100% within the next couple of months. Then the project will be going out to bid. The public should be seeing activity by Mid-2017. This will include road improvements as well. FCDC will be working with Bartlet and West for the marketing of the park. They will be including all of the available sites in the County, not just the Industrial Park. They are partnering with a company out of Kansas City to help with this as well. This will be a long term plan. Franklin County, along with the State and the Nation is having the issue of finding reliable people to work. They are hoping to have a plan to address this issue within the next few months. He also informed the Council that the FCDC board members will be going to a retreat in January. This will help them set new goals. They like to do this every couple years and they usually meet 80% of the goals that are set. There are new board members and a new director that they want to get everyone on the same page and the retreat should do that. Since the Council is looking at coming back on board with the FCDC in 2017 he would like to set a time to come visit with the Council and maybe do some of the retreat goal settings to put together a plan for Williamsburg. Mr. Oltman then informed the Council that a couple weeks ago they did a Senior day on the job. This gave area High School seniors a chance to visit with different professionals and business owners to talk to them about what they do and how they got there. Then in the afternoon they got to tour American Eagle and Kalmar to see the behind the scene environment. This was a great program and they have received great feedback from it as well. Mr. Oltman then answered questions from the Council and the public. Mayor Horne said that he would contact Mr. Oltman after the first of the year with a date that would work for the Council to come back to have a goal setting work session.

Dennis Norton: Council Member Norton informed the council that the playground build day went very well. There was one piece that was missing that has just been delivered and they will get it put on soon.

Deputy Altic: Nothing.

2.0 Approval of Agenda:

- 2.1 Amend the Agenda:** Mayor Horne added 6.7 Appointment to Library Board and 6.8 Road Closure to New Business. Council Member Worden added 6.9 city truck discussions to New Business. Council Member Norton made a motion to accept the agenda as amended. Seconded by Council Member Stover. Motion passed 4-0.

3.0 Approval of the Minutes

- 3.1 Approve Previous Minutes (November 7, 2016):** Council Member Norton made a motion to approve the November 7, 2016 regular meeting minutes. Seconded by Council Member Tipton. Motion passed 4-0.

4.0 Treasurer's Financial Report

- 4.1 Financial Report:** Mr. Rockhold informed the Council that all financial statements have reconciled and we had not yet received the bank statement for December. Mayor Horne informed the Council that we have reviewed the budget and all seems to be in line for the expenses.
- 4.2 November 2016:** Council Member Norton made a motion to accept the November treasurers report. Seconded by Council Member Tipton. Motion passed 4-0.
- 4.3 December 2016:** Council Member Tipton made a motion to table the December treasurer report due to no bank statement at this time. Seconded by Council Member Norton. Motion passed 4-0.

5.0 Old Business

- 5.1 KDHE Water Inspection:** Mayor Horne reminded the Council about the water inspection from KDHE. He informed the Council that we had received the letter of approval from KDHE. He said that it was all paperwork issues and not the quality of the water.
- 5.2 Franklin County Sherriff Office Scholarship Fund:** Mayor Horne reminded the Council that at the last meeting it was requested to table this topic so the Council Members would have some time to think about it. Since then, there was a release in the paper regarding this topic. Mayor Horne now has some other questions that he would like to get answered to be able to inform the Council. He requested that the topic be tabled again so he has a chance to discuss with Sheriff Richards. Council Member Norton made a motion to table this topic to next month's meeting. Seconded by Council Member Stover. Motion passed 3-1 with Council Member Worden as a nay vote.
- 5.3 Shepherd Flush Hydrant:** Mayor Horne reminded the Council about the discussions that previously took place regarding the Shepard Flush Hydrant. He then informed them that he had spoken to the engineers regarding this topic and they suggested that if there is not a chlorination issue or anything else to justify it then it is not required or needed. Discussions took place on this topic. Council does not wish to do anything at this time.
- 5.4 Open Well at Lou Coppoc Field:** Mayor Horne reminded the Council about the discussions that previously took place regarding the open well at Lou Coppoc Field. He spoke with KRWA regarding this issue. They suggested that you hire a local contractor to dig down and fill it up. They gave Mayor Horne suggestions of materials to fill with. They also suggested to see if ASCS has any grants available for this as well. KRWA does not at this time. Discussions took place on this topic. Mayor Horne will get more information regarding this.
- 5.5 ATV/UTV/Gold Cart Ordinance:** Mayor Horne reminded the Council that as of right now ATV, UTV and Golf Carts are not permitted. He gave the Council sample ordinances to review in their packets. He would like for them to take some time and review them and will put on next month's agenda.
- 5.6 Sewer Project Update:** Mayor Horne informed the Council that he and Mr. Horne had met with Bruce and Sam with BG Consultants recently. They gave Mayor Horne a set of new plans. If the council would like to review the plans they could. They are about 75% complete. He informed them that the generator at the South lift station will not be able to be placed inside the building due to size restrictions. It is a weather proof Generator so that wouldn't be an issue. The project will go to bid after the first of the year. They also informed Mayor Horne that the manholes in the streets might need to have concrete collars on them to protect them. They suggest that it be included in this project so it can just get done now rather than later. They had not included the gravel at the lagoons like as was discussed but they will be adding that in. There will also be a computer system in the lift stations that will notify someone if there is something wrong. The easements are completed except for the Shoemaker condemnation. Mr. Walsh had requested from the engineers a better legal description and so it then had to be resurveyed. This will cost about \$3,500. Discussions took place on specifics of this topic. Mayor Horne also reminded the Council that they wanted to do a rate increase in January so he and City Clerk Sims will be notifying the residents.

6.0 New Business

- 6.1 **Holiday Schedule:** Mayor Horne informed the Council that Christmas Eve, Christmas Day, New Year's Eve and New Years Day were listed as holiday's for the employees but they all fall on a weekend this year. Discussions took place on this topic and Council reviewed the handbook. Council Member Tipton made a motion to observe Christmas Eve and New Year's Eve on the Friday before and Christmas Day and New Year's Day on the Monday after to be closed those days. Seconded by Council Member Norton. Motion passed 4-0.
- 6.2 **Back Room Discussions:** Mayor Horne asked the Council to be thinking about what they would like to do with the back room that was gutted due to water damage. He would like get it back usable in 2017 if possible. Council Member Worden stated that she would like to include possibly the bathroom with that discussion.
- 6.3 **Replacing City Hall windows on the west side of the building:** Mayor Horne asked the Council to be thinking about the possibility of replacing the windows on the west side of City Hall and possibly doing something with the window on the North side as well.
- 6.4 **Round table discussion on forming a Regional Municipal Court:** Mayor Horne informed the Council that he has recently sent out a request to all the cities in Franklin County to meet here at City Hall on December 14, 2016 at 6:30 pm for a round table discussion on possibly forming a Regional Municipal Court system. The Council is welcome to come, but if 3 or more will be attending then we will need to make it a special meeting. Council Member Norton and Council Member Worden were the only Council Members that will be attending. No special meeting is required.
- 6.5 **Case Tractor:** Mayor Horne informed the Council that the Case tractor has been listed on PurpleWave until December 28th, 2016. There are some changes that are needed to be made online. Mayor Horne is working with them to get that information fixed.
- 6.6 **CMB Licenses:** Council Member Tipton made a motion to accept the CMB applications from Fuel Mart and Guy & Mae's Tavern. Seconded by Council Member Stover. Motion passed 4-0.
- 6.7 **Library Board Member Appointment:** Council Member Worden made a motion to accept the request for Marcie Magee for the Library Board Member. Seconded by Council Member Tipton. Motion passed 4-0.
- 6.8 **Request for Road Closure:** Mayor Horne reviewed with the Council the request made by Mr. Messick to close a portion of First Street that is North of Spring Street and South of Mill Street. Mr. Messick had the legal descriptions and a map for the specific section that he is requesting. Discussions took place on this topic. Council Member Norton made a motion to approve the request to close a portion of First Street that is North of Spring Street and South of Mill Street pending the review from the City Attorney. Seconded by Council Member Stover. Motion passed 4-0.
- 6.9 **City Truck Discussions:** Council Member Worden informed the Council that she believes that the Council needs to look into a different City truck. There are many issues with the current truck and it just is not safe. Discussions took place on this topic. Council agreed to continue these discussions at the next regular meeting.

7.0 Authorization to Pay Bills

- 7.1 **Pay the Bills:** Mayor Horne informed the Council that he had made an error when purchasing the Christmas decorations this year. He went over the \$500.00 spending limit by \$47.00 that he is allowed. He apologized to the Council for this error and informed them that he purchased \$47.00 worth of more decorations and paid for it himself to try to correct the error. Council Member Norton made a motion to reimburse Mayor Horne for \$47.00. Seconded by Council Member Tipton. Motion passed 4-0.
Council member Tipton made a motion to pay the bills. Seconded by Council member Norton. Motion passed 4-0.
- 8.0 **Adjourn Meeting next regular meeting January 2, 2016:** Mayor Horne thanked the Council for the help with the playground and the Christmas lights. He also wished all a Merry Christmas and a Happy New Year. Council Member Tipton made a motion to adjourn the meeting at 9:05pm. Seconded by Council Member Stover Motion passed 4-0.