

**WASHINGTON CITY COUNCIL MINUTES**  
**Regular Meeting –City Hall**  
**March 1, 2021**

**1. Call to order by Mayor.**

**2. Roll Call.**

Present: Ryan Kern, Mayor  
Kevin Elder, Council Member  
Don Imhoff, Council Member  
Carolyn Pinnick, Council Member  
Roxanne Schottel, Council Member

Absent: Theresa Herrs, Council Member

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

Others: Chris Pannbacker, Washington County News  
Carolyn Pinnick, Washington

**3. Citizens Comments.**

No public comments.

**4. Minutes.**

Motion to approve the minutes of the regular meeting held February 1, 2021, and adjourned meeting February 2, 2021 by Imhoff and seconded by Schottel.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Roxanne Schottel

**5. Appropriations Ordinance 2021-03.**

Motion to approve appropriations ordinance 2021-03 by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Roxanne Schottel

**6. Mayoral Appointment.**

Motion to approve Mayor Ryan Kern's appointment of Carolyn Pinnick to fill the unexpired term of Council Member Melanie Bryant from March 1, 2021 through the second Monday in January 2022 by Imhoff and seconded by Schottel

Vote: Ayes: Kevin Elder  
Don Imhoff  
Roxanne Schottel

Carolyn Pinnick took a loyalty oath.

**7. City Hall Preliminary Architect Report Agreement.**

Motion to approve the City Hall Preliminary Architectural Agreement with BG Consultants at standard hourly rates with total cost not to exceed \$8,500.00 by Imhoff and seconded by Elder.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Clint Hibbs, architect with BG Consultants, discussed Preliminary Architectural Engineering proposal for City Hall. The end product is a path for options to meet the City's needs.

**8. Joy McClure Request.**

Motion to allow Joy McClure, director of the PowerZone Program USD 108, to use the City's big ball field for a PowerZone youth tournament as field schedules allow on May 1<sup>st</sup> or May 22, 2021 by Schottel and seconded by Pinnick.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

McClure also discussed incorporating swimming lessons into the PowerZone program. Council stated they were unable to give an answer until pool staff is hired.

**9. Stephanie Kern Request.**

Motion to allow Stephanie Kern to host the annual Jim Clark Memorial softball tournament at the City's big ball field May 8th, 2021, and access to the concession stand by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Motion to allow Stephanie Kern to use the City's big ball field from March 21 through the end of April 2021 for a slow pitch softball league by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**10. Mower Bids.**

Motion to accept the bid of Bruna Implement for a 2021 Grasshopper 126V with trade-in of 2011 John Deere Z95A in the amount of \$4,215.00 by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**11. Resolution 2021-02**

Motion to adopt Resolution 2021-02, A RESOLUTION OF THE CITY OF WASHINGTON, KANSAS, DECLARING A LOCAL STATE OF FINANCIAL EMERGENCY, by Imhoff and seconded by Schottel.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**12. Tiebreakers.**

Motion to purchase and install two tie breakers from KMEA, Mid-States at a cost not to exceed \$50,000 by Elder and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

The Engine 6 tiebreaker failed and needs replaced and the tiebreaker between the plant and the substation is the same style of tiebreaker and has had issues.

**13. Standards of Apprenticeship Program.**

Motion to set the wage scale for apprenticeship program lineman at \$18.00 per hour for 0-2000 hours; \$20.00 per hour for 2001-6000 hours; and \$26.50 for 6001 hours to completion by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Motion to adopt the Kansas Department of Commerce Registered Apprenticeship Standards as corrected and authorize City Administrator Carl Chalfant to sign the disclosure agreement by Imhoff and seconded by Schottel.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**14. KMEA Director Appointments.**

Motion to appoint Richard Applegarth to the Director #1 position and Carl Chalfant as alternate member to serve on the Kansas Municipal Energy Agency Board of Directors effective May 1, 2021 through April 30, 2023, and allow the above appointed alternate director to vote on behalf of the City by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**15. KRWA Delegate.**

Motion to appoint Carl Chalfant as a designated voting delegate and Chris Milam as alternate voting delegate for the 2021 Annual KRWA Meeting of Membership by Imhoff and seconded by Schottel.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**16. Ordinance No. 810 Water Rates.**

Motion to adopt Ordinance 810, AN ORDINANCE ADJUSTING WATER RATES AND AMENDING CERTAIN SECTIONS OF CHAPTER 21, ARTICLE 2, OF THE CODE OF THE CITY OF WASHINGTON, KANSAS, by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

City Administrator Chalfant gave an update on the water project. He stated there are five tie-ins to complete; a lot of meter change outs, and the concrete crew is working diligently.

**17. Water Project Pay Request.**

Motion to approve and authorize Mayor Ryan Kern to sign Contractor's Application for Payment No. 12 from Orr Wyatt Streetscapes in the amount of \$106,980.34 by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**18. Water Project Closing Documents.**

Motion to approve the RUS Bulletin 1780-12 Water and Waste System Grant Agreement by Imhoff and seconded Elder.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

**19. Ordinance No. 811/Resolution 2021-03.**

Motion to adopt Ordinance 811, AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF \$6,151,000 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2021, OF THE CITY OF WASHINGTON, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO, by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Motion to approve Resolution 2021-03, A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF \$6,151,000 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2021, OF THE CITY OF WASHINGTON, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 811 OF THE ISSUER; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH, by Schottel and seconded by Elder.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Motion to the authorize the mayor and clerk to execute agreement between City of Washington and State Treasurer of Kansas to serve as paying agent and bond registrar for the bonds by Schottel and seconded by Imhoff.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

## 20. KMEA Energy Bill.

Motion to allow Mayor Ryan Kern or City Administrator Carl Chalfant to approve payment and authorize the City Clerk to schedule and make weekly payments of the KMEA SPP bill through the end of March 2021 by Imhoff and seconded by Schottel.

Vote: Ayes: Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel  
Nay: Kevin Elder, Nay

## 21. City Administrator Report.

- a) **Water Well and Pump Testing.** Test results on water wells and water plant high service pumps from Sargent Drilling testing, performed on January 19, 2021, were given to the Council for review. All efficiency tests were excellent.
- b) **Housing Cleanup Program.** Staff prepared Housing Cleanup Program packets and has advertised the program. Deadline for submission is March 12, 2021.
- c) **Free Dump Days.** On February 22, 2021, Chalfant spoke with Duane Bruna, Washington County Solid Waste, concerning free dump days and city-wide cleanup. Bruna stated he will not have an answer regarding the county's participation until at least the second week of March. If the County proceeds, then Staff will schedule a cleanup.
- d) **Extreme Winter Weather Issues.** The month of February demonstrated what severe winter weather can cause. Beginning with snow, followed by extreme cold, covering the entire center of the United States, the prolonged cold temperatures created unprecedented issues with all types of energy, each one ultimately affecting the other. The City of Washington was not immune. These events revealed the need to update some of the switch gear and other equipment, but it also emphasizes the need to maintain the power plant in good operating condition.

Due to multiple issues, including excessive demand and interruption of natural gas supplies, wind generation limitations caused by ice, and coal being frozen solid, diesel engine generation was called upon. Washington was called to generate starting Monday, February 15, 2021, to meet 2.4 megawatt criteria, enough to cover the city's energy demand plus push some back out on the grid.

Staff did run until a fuel issue developed after fuel was delivered. As fuel was pushed into the tank, sediment was stirred up enough to continuously plug filters, and staff were forced to shut down. During the shutdown process, the power plant experienced some mechanical issues. Power Plant Operator Rick Applegarth identified these in his report.

It was determined that the fuel was not going to settle out quickly enough to resume generation, and staff contacted Chad Kramer, Kramer Oil, for suggestions. Kramer Oil made swift arrangements to provide a 2000-gallon portable diesel tank and set it up by the day tanks so generation could resume as quickly as possible. Kramer Oil went above and beyond in order to protect our generating capabilities, allowing staff to provide power to our customers and avoid rolling blackouts as many other communities experienced.

In order to protect critical infrastructure, and allow generation to meet the city's needs, some of the largest energy users were asked, and graciously agreed, to curtail usage during the most critical periods.

Employees should be commended for their dedication, as during the month, 46.25 hours of overtime were worked for generation, as well as 16 hours of overtime for snow removal.

- e) **Cleaning of Fuel Tanks.** Part of the fuel issue during the generation at the power plant was sediment in the tanks. Chalfant said he has reached out to two separate vendors to discuss options on cleaning the diesel tanks and is waiting on a second quote before determining the best method to proceed. After discussion with Chad Kramer, Kramer Oil, this is a more cost-effective route than replacing the tanks entirely.
- f) **KMEA.** The City will see changes to the Kansas Municipal Energy Agency March monthly billing due to the economic impact of the extreme cold weather. The ramifications for this event is unknow, and hopefully the costs can be spread out equitably.

## 22. City Clerk's Report.

- a) **Water Project.** Staff is working on documents for loan closing of the Water Project. The loan closing date is March 25, 2021.
- b) **Reports.**
  - a. **Fire Department.** January 2021 Fire Department minutes were given to the Council for review.

## 23. Mayor Kern.

Mayor Kern said he had someone possibly interested in contracting the mowing, weeding and marking field of ball fields. Council asked that they visit with City Administrator Chalfant.

Kern also said there has been a turnover of five of the eight board members on the Washington Ball Association and they are in the process of filling those positions.

Motion to adjourn by Schottel and seconded by Pinnick.

Vote: Ayes: Kevin Elder  
Don Imhoff  
Carolyn Pinnick  
Roxanne Schottel

Meeting adjourned at 8:10 p.m.

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**Denise M. Powell, City Clerk**