

**WASHINGTON CITY COUNCIL MINUTES**  
**Regular Meeting – City Hall**  
**May 2, 2022**

**1. Call to order by Council Member Theresa Herrs.**

**2. Roll Call.**

Present: Jerry Fuhrken, Council Member  
Theresa Herrs, Council Member  
Terry Morse, Council Member  
Carolyn Pinnick, Council Member

Absent: Ryan Kern, Mayor  
Roxanne Schottel, Council Member

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

Others: Cynthia Scheer, Washington County News  
Jana Buehler, Washington County News  
Rod Stewart, Sunflower Sales LLC  
Darren Prince, KMEA Manager of Regulatory & Rates  
Tyson McGreer, KMEA Manager of Member Services  
James Marsh, Washington  
Caroline Scoville, Fulltime EMT  
Brittini Oehmke, Administrator of Hanover Hospital

**3. Citizens Comments.**

No comments.

**4. Minutes.**

Motion to approve the minutes of the regular meeting held April 4, 2022, by Pinnick and seconded by Morse.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**5. Appropriations Ordinance 2022-05.**

Motion to approve appropriations ordinance 2022-05 by Morse and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**6. Power Plant Invoices.**

Motion to approve payment of invoice 8664107 to Chuck Votipka, in the amount of \$15,500 for labor and materials to cut out doorway through walls, raise beam, build roof, fill in two windows and install temporary wall at power plant through the UB&T lease purchase for the installation of two Fairbanks Morse engines Unit #9 and #10 by Pinnick and seconded by Morse.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**7. KMEA Rate Study.**

Darren Prince, KMEA manager of Regulatory & Rates, and Tyson McGreer, KMEA manager of member services, were present to discuss the electric rate study. According to the study, the City’s electric fund balance will slowly deplete over the next five years. Due to the purchase of the two engines under the finance conditions, rates will need to increase to recover the costs and maintenance.

The proposed rate designs recover the cost from the purchase and maintenance of the two engines, zeros out the energy cost adjustment and sets the base rate at 5.4 cents per kwh.

The two different rate designs proposed could increase bills for residential customers who use 1,000 kwh per month with summer rates by 6% (\$8.20) to 9% (\$11.70) per month; and winter rates by 7% (\$8.05) to 11% (\$13.55) per month. Commercial customers who use 3,000 kwh could see a 4% (\$22.00) to 9% (\$35.52) per month increase with summer rates and 2% (\$28) to 9% (\$34.52) per month increase with winter rates.

There is not an immediate concern according to Prince, as the electric fund balance at the end of 2022 is projected to be 64% of the total expenses but by 2024 would decrease to 3% which is lower than KMEA would recommend.

Once a decision is made, City Attorney Elizabeth Baskerville-Hiltgen will need to draft an ordinance to change the ECA and rates to be considered for Council approval.

**8. James Marsh Request.**

James Marsh, Washington, visited with the Council about playing music in the park as a free service to the community. Marsh will fill out a loud speaker permit along with dates and submit at the June Council meeting for approval.

**9. Rod Stewart Request.**

Rod Stewart and Ashley Hoover, Washington, visited with the Council about a water leak at Sunflower Sales Inc. City Administrator Carl Chalfant stated the sewer charges were credited back as it was obvious the water didn’t go down the sewer. Stewart stated his biggest concern was not being contacted after the meters were read due to the high usage.

**10. Request for Annexation.**

Mark Cutts, ATL Leasing, LLC, is requesting annexation of property located at 108 North B Street. Cutts is putting up a structure and requesting electric, water and sewer utilities. Cutts was notified a legal survey designating the area to be annexed is required to be filed with the Register of Deeds. Once the deed is received the City Attorney will draft an ordinance to present to the Council for annexation.

**11. Executive Session.**

Motion to enter into executive session to discuss employee performance of non-elected personnel to include the Mayor, Council, and City Administrator to resume at 8:58 p.m. by Pinnick and seconded by Morse.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

Motion to accept the resignation of Jacob Oppenheimer by Morse and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

Motion to pay Larry Pape for 1.5 hours overtime April 29 by Morse seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**12. 2022 Mayoral Appointments.**

Motion to approve 2022 Mayoral Appointments as presented by Mayor Ryan Kern by Pinnick and seconded by Fuhrken.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Carolyn Pinnick  
Nay: Terry Morse

City Attorney Elizabeth Hiltgen will accept the Mayor's appointment at a rate of \$125 per hour.

**13. Munchkinland.**

Consensus of the Council was to form a committee to discuss repairs/replacement to Munchkinland Playground.

The City recently received a bequest in the amount of \$227,558.76 to be used in parks from the Estate of Larry A. Davison.

**14. USD108 Quote.**

Motion to accept the material quotes as presented from Stanion Wholesale Electric Company in the amount of \$6,740.33 plus tax if applicable and Border States in the amount of \$9,125 plus tax if applicable upon receipt of email to proceed from USD 108 Contractor McCown Gordon by Morse and seconded by Pinnick.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**15. Part-time Employee.**

Motion to ratify the action of City Administrator Carl Chalfant to hire Kylee Nikkel as a part time street laborer at a rate of \$9.25 per hour not to exceed 999 hours in a calendar year by Pinnick and seconded by Fuhrken.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

**16. Ambulance Service.**

Hanover Hospital Administrator Brittni Oehmke told the Council, Hanover Hospital ambulance service removed themselves from service on April 1<sup>st</sup>, 2022, and voluntarily surrendered their ambulance permit to the Kansas Board of EMS on April 6, 2022, due to lack of staff. Washington EMS has been providing primary coverage to the Hanover area since that date. Oehmke stated they hope to be back in service in June but if not, asked if they would be able to operate under the City of Washington.

Full-time EMT Caroline Scoville stated no action is requested at this time, other than that the council be aware of what is happening concerning EMS coverage in the county. There are lots of questions to be answered such as who employees the techs, who pays them, who pays the insurance, who will do the billing and much more.

EMS representatives have met and will continue to meet and discuss with respective governing authorities, county commissioners, and the Board of EMS as needed in an effort to address the situation. This situation cannot be solved overnight, and will require cooperation amongst the various entities.

Scoville stated there are options, such as one Countywide service or all ambulance services operating under one license with each entity maintaining their own service. Operating under one license is a benefit, in the event that one ambulance was out of service the other services could cover and still meet regulations.

Council Member Jerry Fuhrken stated the need to explore a County wide service exists. Scoville stated the County does not currently have a specified mill levy designated for ambulance service.

Scoville will continue to gather information and keep the Council updated regarding the situation.

**17. Broken Power Pole.**

Motion to ratify the emergency purchase to replace a 50' Class 2 wood utility pole which includes all associated hardware (crossarms/insulators/etc.) damaged during a storm April 29<sup>th</sup> on Scout Avenue at a cost of \$5,462.42 plus tax from Prairie Land Electric Cooperative, Inc. by Pinnick and seconded by Fuhrken.

Vote: Ayes: Jerry Fuhrken  
Theresa Herra  
Terry Morse  
Carolyn Pinnick

**18. Voltage Conversion Bids.**

Motion to accept the bid from IES Commercial for Option 1 for Feeder Line #4 with a maximum price of \$35,000 and Alternate #1 Feeder Line #2 with a maximum price of \$25,000 by Morse and seconded by Fuhrken.

Vote: Ayes: Jerry Fuhrken  
Terry Morse  
Carolyn Pinnick  
Theresa Herra

**19. Resolution 2022-02.**

Motion to adopt Resolution 2022-02, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASHINGTON, KANSAS AMENDING THE FEE SCHEDULE AS REQUIRED OR ALLOWED BY THE CITY CODE, by Pinnick and seconded by Morse.

Vote: Ayes: Jerry Fuhrken  
Theresa Herra  
Terry Morse  
Carolyn Pinnick

**20. Mary Kay Sherlock's Request.**

Consensus of the Council was to allow Mary Kay Sherlock on behalf of Chapter AN, PEO, to plant Kansas wildflowers in the space between the roses at the City's park, include a walking path of bark or rock where the old stone pathway is and be able to hook sprinklers to the water hydrant.

**21. City Administrator Report.**

a) **Lifeguards.** A lifeguard declined the position in order to work at the Greenleaf pool. Staff will need to look at possibly hiring another guard.

b) **Grant.** The grant application for refrigerators at the pool and ball diamond concessions was not awarded. Staff will need to find at least one refrigerator for the pool for sure and possibly one for ball diamond concession stand. Council asked staff to put a request on Facebook to see if anyone had any they wish to donate or sell.

- c) **SB Wyatt.** SB Wyatt arrived on Monday, April 25, 2022, to work on seeding and landscaping. Council was given the correspondence between SB Wyatt, Brian Foster, and Chalfant. Orr Wyatt stated they are done and some of the items are not warranted.
- d) **Street Improvement Project.** Staff is working on the Request for Qualifications for the street improvement project.
- e) **Dollar Tree/Family Dollar.** City Administrator Chalfant has been in contact with KDOT over several issues regarding KDOT right-of-way issues and the contractor not having a permit to perform work along Highway 36 at the Dollar Tree/Family Dollar location at 6<sup>th</sup> & E Street. A footprint of Family Dollar/Dollar Tree was given to the Council.
- f) **Goals.** Department heads and council members were asked to prepare goals for the next five years for consideration and budgeting. A list will be compiled and given to the Council to develop a 5-, 10-, & 15-year plan.
- g) **CIPP.** Cleaning and camera inspection of sewer lines are complete on lines which will have cured-in-place-pipe installed. Staff is waiting to hear from the contractor when the lining will take place.
- h) **Water Tower Rehab.** Utility Service Company, Inc. has completed the interior work and painting of the tower. An issue with the exterior work and proximity to the power lines delayed work until an agreement on a solution between the contractor and city could be established. Power lines were relocated by IES and staff on April 12, 2022. Contractor was back preparing the skirting, but had to halt work due to wind. They reported they cannot work on the exterior of the tower if winds are predicted to be above 15 MPH.

## 22. City Clerk Report.

- a) **Fuel Adjustment.** The fuel adjustment for bills due May 10, 2022 (March usage) is -.01290 utilizing \$13,500 of expenses that were adjusted to levelize the fuel adjustment on utility bills due to the cold snap February 2021. There is no remaining expense to recoup.
- b) **Reports.** The Washington County Senior Citizens Meal Site March 2022 financials and Fire Department minutes for April were given to the Council for review.

## 23. Report.

### Theresa Herrs

- a) **Brush Cutter.** Josh Hockett has a brush cutter and would like to be added to the City's bid list.

### Jerry Fuhrken

- a) **No Engine Brake Sign.** Discussed moving the No Engine Brake Sign on Highway 15 south of city limits. City Administrator Carl Chalfant stated the sign couldn't be moved unless the land was annexed.

### Terry Morse

- a) **RV Park.** Inquired as to why the City charges a fee for campers. City Administrator Carl Chalfant stated to help pay for water and electricity and not to compete with the local campground.
- b) **Insurance.** Asked if staff had contacted Chubb Insurance. City Clerk Denise Powell stated no but they were added to the bidder list for next year.

Motion to adjourn by Morse and seconded by Fuhrken.

Vote: Ayes: Jerry Fuhrken  
Theresa Herrs  
Terry Morse  
Carolyn Pinnick

Meeting adjourned at 9:17 p.m.

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**Denise M. Powell, City Clerk**