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

The City of Williamsburg Kansas met in regular session on November 2, 2015.
Those present: Mayor Jon Horne, Council Member Stover, Council Member Rhoads, Council Member Tipton and Council Member Norton
Absent: Council Member Worden
Guests present: Terra Giest, Fran Bennett, Commissioner Howard, JR Harris, Eugene Taylor, Lou Coppoc, Bruce Rockhold, Kenny Messick, Jim Rubick and Deputy Lasswell.

Meeting called to order at 7:32 pm by Mayor Horne who thanked everyone for coming this evening. City Clerk Sims took roll call. Council Member Worden was absent.

1.0 Public Forum

Kenny Messick: Mr. Messick had lawn mower information for the Council. Mayor Horne asked that he save that for discussion on the item 7.9.

Lou Coppoc: Mr. Coppoc asked permission and help from the Council to spray at the football field. He also thanked the Council for the great job that they do.

JR Harris: Nothing.

Commissioner Howard: Commissioner Howard informed the Council that not much going on at the County right now. They did have a work study session today but nothing much to report about it. The Commissioners will be attending the 3 day conference in Wichita this week.

Jim Rubick: Nothing.

Terra Giest: Nothing.

Fran Bennett: Mr. Bennett informed the Council that there was nothing to report from District 12.

Bruce Rockhold: Nothing

Deputy Lasswell: Nothing.

Eugene Taylor: Mr. Taylor thanked the Mayor and the Council for the letter that he received. The property has been up for sale for about 4 years now and the only interest is to purchase as an RV park. He asked if it was possible for them to do that. Mayor Horne informed Mr. Taylor that it has been zoned for a residential area but is allowed to be used as an RV Park until sold. Once sold protocol will have to be followed to be re-zoned. Mayor Horne informed Mr. Taylor of the steps that would need to be taken. Discussions took place on this topic.

2.0 Approval of the Agenda:

2.1 Amend the Agenda: Mayor Horne added 7.6 Christmas lights on poles, 7.7 Sidewalk field survey crew, 7.8 Street lights, and 7.9 Lawn mower. Council Member Stover made a motion to approve the agenda as amended . Seconded by Council Member Tipton. Motion passed 4-0.

3.0 Approval of the Minutes

3.1 **Approve Previous Minutes (October 5, 2015):** Mayor Horne made corrections on 6.3 to say quote instead of bid, 7.4 remove rather in add an in place. Council Member Rhoads made a motion to approve the October 5, 2015 regular meeting minutes with corrections. Seconded by Council Member Stover. Motion passed 4-0.

3.2 **Approve September 29, 2015 Special Meeting Minutes:** Council Member Stover made a motion to approve the September 29, 2015 special meeting minutes. Seconded by Council Member Rhoads. Motion passed 4-0.

4.0 Treasurer's Financial Report

4.1 **Financial Report:** Treasurer Rockhold informed the Council that everything balanced in the month of October. Mayor Horne also informed the Council that there was a new report that he has been made aware of that he thought would be helpful for the Council. It is a report of cash receipts of what income has come in and also a report of expenditures. This report will also inform the Council of what was paid out in Payroll.

4.2 **October 2015:** Council Member Tipton made a motion to accept the October treasurers report. Seconded by Council Member Rhoads. Motion passed 4-0.

4.3 **November 2015:** Council Member Tipton made a motion to table the November treasurer report due to no bank statement at this time. Seconded by Council Member Rhoads. Motion passed 4-0.

5.0 Mayor's Report

5.1 **Mayor Report:** Mayor Horne informed the Council that about two weeks ago he was able to perform a self-audit that double checks what Treasurer Rockhold and City Clerk Sims do on the financial side of the City business. This is a feature of the new system that we are in. He was not able to complete this process in full due to the fact that we are still getting set up on the Utility billing side, but once that is complete he will be able to do this on a more regular basis. He will perform this process again in January or February.

6.0 Old Business:

6.1 Letter to property owner of 129 S. East Ave: Mayor Horne informed the Council that there was letter that Mayor Horne sent to Mr. Taylor in the Council Packets. He reminded the Council that at the last Council meeting Mr. Taylor had some questions that Mayor Horne looked into and he wanted to give him an answer. Mayor Horne spoke with the attorney and he made a couple of corrections. Mr. Taylor has been allowed to use his property as an RV Park and may continue to do so until the property is sold.

6.2 **Street Discussion:** Mayor Horne reminded the Council that they tabled this topic because they did not have a quote. Before Mayor Horne opened the quote, he wanted to make sure that the Council wanted to proceed with the street projects or wait until the weather warms up again. Discussion took place on this topic. Council Member Stove made a motion to open the quote from Harris Construction on the repair on North Street from East Street to Center Street. Seconded by Council Member Tipton. Motion passed 3-1 with Council Member Norton as a Nay vote.
Mayor Horne read the quote of $1,100.00 to the Council. Discussion took place on this topic. Council Member Stover made a motion to accept the quote from Harris Construction for $1,100.00 for the repair of North Street from East Street to Center Street. Seconded by Council Member Tipton. Motion passed 3-1 with Council Member Norton as a Nay vote.

6.3 **Snow Removal for 2015-16:** Mayor Horne reminded the Council that they wanted quotes for the snow removal. We received 2 quotes. Council Member Tipton made a motion to open the quotes for the snow removal for 2015-16. Seconded by Council Member Rhoads. Motion passed 4-0.
Mayor Horne opened the quotes and read to the Council. Council reviewed the quotes and discussions took place on this topic. Council Member Tipton made a motion to accept the quote of $250.00 per removal from Harris Construction. Seconded by Council Member Rhoads. Motion passed 4-0.

6.4 **Quote from Michael Peroo:** Mayor Horne informed the Council that with the waste water project we will have an additional reports that will need to be done for the USDA. Mr. Peroo is willing to do the audit with the additional reports for $3,500.00. According to Mr. Billings with USDA, this will not need to be completed until the end of the project. Mr. Peroo would then do the regular audit for $2,500.00 per year for the years of 2014, 2015, and 2016. Discussion took place on this topic. Council Member Norton made a motion to accept the quote of $2,500.00 per year for 3 years from Mr. Peroo for the annual City audit. Seconded by Council Member Tipton. Motion passed 4-0.

6.5 **Sign Quote from Franklin County:** Mayor Horne reminded the Council of the past discussions that had taken place regarding putting the stop signs back up on South Street. He then went over the costs and locations that were given to him by Franklin County. Discussions took place on this topic. Council Member Tipton made a motion to not proceed with the signs on South Street. Seconded by Council Member Rhoads. Motion passed 3-1 with Council Member Norton as a Nay vote.

6.6 **Building Permit Approval for 323 William:** Mayor Horne informed the Council that this application as already been approved by the Zoning Board. The Council must approve or deny the application. This is not part of the Business district. According to the attorney, this is a residential area and could be subject to a law suit if denied. Discussions took place on this topic. Council Member Tipton made a motion to approve the building permit at 323 William. Seconded by Council Member Norton. Motion passed 3-0 with Council Member Rhoads as an abstain.

7.0 New Business

7.1 Water Leaks: Mayor Horne informed the Council that there had been 2 water leaks since the last Council Meeting. One on the South side of Lou Coppoc field and one at Country Ridge trailer park. Both were taken care of quickly and all is good now.

7.2 Williamsburg Recreation Commission Proposal: Mayor Horne reminded the Council that the Williamsburg Recreation Commission helped with the purchase and installation of the current playground. They are wanting to contribute to the towns in the district for improvements. They went to the City of

Pomona to see if they wanted to partner with them as well. The City of Pomona declined the offer so they are now reaching out to the City of Williamsburg to see if they would like to do another project with matching funds as well. Discussions have taken place about possibly doing an addition to the playground for toddlers ages 2-5. Currently the playground there is for ages 5-12. This is not set in stone and if approved by the Council then we can decide on a project. Mayor Horne has also spoke to Mr. Link to see if he would have funds from the metal recycling to contribute as well and he does. Discussion took place on this topic. Council Member Stover made a motion to proceed with a matching funds project with Williamsburg Recreation Commission. Seconded by Council Member Tipton. Motion passed 4-0.

7.3 City Hall Open House: Council Member Norton made a motion to allow Mayor Horne to proceed with a Holiday Open House at City Hall in conjunction for the Holiday homes Tour and to provide food for the event. Seconded by Council Member Rhoads. Motion passed 4-0.

7.4 Donation for Christmas Candy to Service Club: Council Member Norton made a motion to donate $75.00 to the Williamsburg Service Club to help purchase candy for the children that attend the Community Holiday Party. Seconded by Council Member Stover. Motion passed 4-0.

7.5 **Employee Holiday Gifts**: Council Member Norton made a motion to give the employees a $50.00 gift certificate to Guy & Mae's Tavern for the holiday. Seconded by Council Member Tipton. Motion passed 4-0.

7.6 **Christmas Lights on Poles:** Mayor Horne reminded the Council that last year they needed to rent a lift to put the Christmas lights on the poles. He wanted to know how the Council wanted to proceed this year. Discussions took place on this topic. Council Members and the Mayor will work together to get the lights on the poles without renting a lift.

7.7 **Sidewalk Field Survey Crew:** Mayor Horne informed the Council that he received a call from the field crew and they will begin surveying on Tuesday and Wednesday of this week for the Sidewalk Project.

7.8 **Street Lights:** Mayor Horne informed the Council that there are issues with a lot of the street lights around town and he is needing a volunteer to get the numbers off of the poles to be able to report to KCP&L. Council Member Stover and Council Member Rhoads agreed to work together to get the numbers off the poles and to the City Clerk to report this problem.

7.9 **Lawn Mower Discussions:** Mayor Horne reminded the Council that they asked for Mr. Messick and Mayor Horne to get lawn mower information. Mr. Messick had some information only for the Council. He did not get any prices. His first opinion is a Kubota 60". He said that this will probably be a very expensive mower, but it will be a great mower. His second opinion is a Bad Boy 60" Outlaw. This is a great mower as well and will not be as expensive as the Kubota but would do just as good of a job and hold up just as well. His third opinion is a Cub Cadet or Grasshopper 60". These will be very cheap, but he doesn't think that they will hold up for what the City will need for the mowing that it does. He suggests that whichever way the Council goes that they look at getting the roll over protection to make sure the employees that are mowing are safe. He said that if he had to pick one that he thought would be the best he would suggest the Bad Boy. He also suggested that you buy in early winter because it will be cheaper in the off season. Discussions took place on this topic. Council Member Norton made a motion to allow Mayor Horne and Mr. Messick to get pricing with a trade in for the Dixon on the top 3 suggestions from Mr. Messick and bring back to the Council. Seconded by Council Member Tipton. Motion passed 4-0.

7.10 **Other Items:** Mayor Horne informed the Council that the school is no longer using the greenhouse so the utilities will be shut off.

8.0 Pay the Bills: Council Member Norton made a motion to pay all the bills. Seconded by Council Member Stover. Motion passed 4-0.

9.0 **Adjourn Meeting next regular meeting December 7, 2015:** Council Member Tipton made a motion to adjourn the meeting at 9:12pm. Seconded by Council Member Rhoads. Motion passed 4-0.