

Atwood City Council  
May 19, 2016  
Regular Meeting  
City Hall, 7:00 PM

Atwood City Council met in **regular session** May 19, 2016 at City Hall. The meeting was called to order by the Honorable Mayor Tim Colgan at 7:00 PM. Others present were Councilmembers Gary Fisher, Dietrich Kastens, Mark Mosley, Sandy Mulligan, Mark Vrbas; City Clerk Keri Riener; City Attorney Charles Peckham; Chief of Police Brian Withington; City Superintendent Rick Kramer; Rosalie Ross of the Rawlins County Square Deal. Library Board Chairman, Carl Dalcher also attended.

The **Agenda** was approved as circulated on motion of Councilman Gary Fisher, seconded by Councilwoman Sandy Mulligan, approved by all.

The **Minutes** of the regular meeting on April 21, 2016 were approved as circulated on motion of Councilman Dietrich Kastens, seconded by Councilman Mark Mosley, approved by all.

The **Bills** were approved as read on motion of Councilman Mark Vrbas, seconded by Councilman Mosley, approved by all.

**Public Comments:**

Emily Green appeared before Council to discuss updating the “Welcome to Atwood” signs that greet people from all four directions into town. The reviews from the First Impressions Program indicated that these could use an update. She has checked for pricing and would like to allow the public to submit ideas for new designs. These are not in the city limits and are not city property, but she wanted to have city consent. Council members expressed approval and excitement about the idea. They instructed her to return when she has more information and a design.

**Appearances:**

Tom Marks, representing the Atwood Township Board, requested consideration for the city to pay the electricity for the new township lake lights and they would maintain them. There are two new meters and the charges should be minimal considering the efficiency of the lights, estimated around \$30-50/meter. Councilman Kastens moved to **pay the electricity for the two new meters that cover the lights that have been installed around the lake**. Councilwoman Mulligan seconded, approved by all.

**Atwood City Librarian** Pam Luedke presented her budget for 2017 and statistics of library usage. Various groups have used the library for meetings and programs. The library is open 52 weeks a year and six days a week. Pastor Timothy McCall has finished his term on the library board and they will be looking for a new board member to fill that position.

**David Blau with Miller & Associates** presented Invoice #16-0297 for the amount of \$4,079.30 and Contractor’s Application for Payment #1 for the Sewer Project for the amount of \$34,470.00. Invoice #16-0297 covers the professional services preparing contract documents, letters and meetings as well as coordinating with USDA-RD, for the months of November 2015 through March 2016, outlined in the Engineering Service Agreement. Councilman Kastens moved to **pay Invoice #16-0297 to Miller & Associates in the amount of \$4,079.30**, Councilman Vrbas seconded, approved by all. Pay Application #1 is for work completed by Midlands Contracting through April 3, 2016 for the amount of \$34,470.00. Work completed includes mobilization, manhole adjustments to grade, and collection system point repairs.

Midlands has completed most of the preliminary video inspection of the collection system, however, that is not reflected within this pay application. Councilwoman Mulligan motioned to **pay Midlands Contracting Inc. the total of Pay Application #1 for the Sewer Project for services rendered in the amount of \$34,470.00**, Councilman Mosley seconded, approved by all. Both the invoice and pay application will be reviewed by David Barber of USDA for approval before being paid. It was also noted that BSB has stored materials on-site and installed new sewer main on Sherman Street and 10th Street in Greason Industrial Park, but they did not submit a pay application for consideration.

**Old Business:** none.

**New Business:**

Mayor Colgan presented his **Department Head Appointments** of Keri Riener, City Clerk; Charles Peckham, City Attorney; Rick Kramer, City Superintendent; Brian Withington, Chief of Police; Paul Mews, City Treasurer; Pat Carroll, Municipal Judge and Terry Britt, Fire Chief. Councilman Fisher moved to **approve Mayor Colgan's 2016 department head appointments**, seconded by Councilwoman Mulligan, approved by all.

**Resolution 16-07** concerned a correction of the sewer rate in the City Fee Schedule that was approved in January. The 2016 budget approved a 4% increase in water rates and a 5% increase in sewer rates; however the fee schedule listed a 4% increase for both rates. Councilman Kastens moved to **approve Resolution 16-07 with the corrected 5% sewer rate increase as noted in the 2016 budget**, seconded by Councilman Mosley, approved by all. The updated sewer rate will go into effect June 1, 2016 and will be reflected on June utility bills.

**Resolution 16-08** adopts the Rawlins County Environmental Sanitary Code as approved and amended by the Rawlins County Commissioners. This resolution designates the Northwest Local Environmental Protection Group as the authorized representative and agent of the City of Atwood to administer and enforce the Rawlins County Environmental/Sanitary Code within the city limits. There are some septic systems within the city limits. If a septic system fails, this resolution gives NLEPG authority to give recommendations and inspect septic systems. Councilman Vrbas motioned to **approve Resolution 16-08 adopting the Rawlins County Environmental Sanitary Code and designating the Northwest Local Environmental Protection Group as the authorized representative and agent of the City of Atwood**, seconded by Councilman Mosley, approved by all.

**Department Reports:**

**City Clerk Keri Riener** requested that all budget requests be turned in to her office so the Mayor can look them over and begin the 2017 budget preparation. The revised water conservation plan will be emailed to council by June 1<sup>st</sup> for review and will be put on the June agenda. She plans to attend the International Municipal Clerk's Conference which starts on May 21<sup>st</sup> and will continue through May 26<sup>th</sup> in Omaha, Nebraska.

**City Attorney Charles Peckham** presented his handout to Council. He sent out letters concerning bad checks, issued bench warrants and discussed tickets and payments with defendants on various cases. The airport board had delays on easements, as the surveyors had incorrect descriptions of the easements. That has been corrected and letters have been sent. The façade of the Persinger Majestic Building has been knocked down by Cahoj Earthmoving, due to the precarious leaning, which created a hazard. The rest of the structure will be demolished at a later date. State Street and the alley will be blocked to promote a safe environment for the job and those working in the area when that process begins.

**Police Chief Brian Withington** presented his report. His department worked 8 reports from April 21, 2016 to May 18, 2016. There were 3 arrests made, 14 warnings given and 3 tickets issued. Other patrol activity included 297 public relations, 10 business checks and 81 miscellaneous complaints. Officer Bruce Nickel will be assisting this weekend with the patrol duties during Rod Run activities.

**City Superintendent Rick Kramer** did not have a report for council, due to lack of office time this week with the increased activity. The city crew has been mowing, sweeping the streets and getting the city ready for the Rod Run. The pool is being painted. The sewer project is under way as well, with lining the first section to begin soon. There is still a discrepancy between water pumped and water sold, but with the sewer project using some water, that is expected.

#### **Council Reports:**

**Councilman Gary Fisher** reported the Housing Authority continues remodeling projects. The Tree Board is very active and received newspaper coverage of the 5<sup>th</sup> grade tree planting and Arbor Day activities. Wilda Werner and Vicki Chance have resigned from the tree board. They will be looking for two new board members to fill those positions. About five trees will be planted at Kelley Park over Memorial Weekend as memorials to Kelley family members.

**Councilman Dietrich Kastens** had nothing to report.

**Councilman Mark Mosley** stated the airport will be closed from noon to 6:00 pm on Saturday, May 21<sup>st</sup> for maintenance to allow the runway to be used for the Rod Run drag races. The airport board has ceased trying to obtain the Lewis Building. The theater board plans to have a Root Beer Float stand with popcorn and other snacks at the Rod Run to raise funds for a new popcorn machine.

**Councilwoman Sandy Mulligan** reported Simone Elder of Network Kansas attended the latest Economic Development meeting to discuss the E-Loan Program with the RCED Board and Community Development Agent, Emily Green. Emily Green will begin working with the E-Loan Program, but the board will remain involved in the decision making process as well. Two formal requests for commercial projects in Greason Industrial Park have been submitted to the Economic Development Board. Councilwoman Mulligan attended the initial informational meeting for a new community building. A task force will be formed to further discuss possibilities and each entity involved has been asked to have three members. Mayor Tim Colgan offered to join Councilwoman Mulligan on the task force. If anyone is interested, they may contact her to be the third volunteer.

**Councilman Mark Vrbas** shared that the police commission met on May 10<sup>th</sup> at the mayor's request. Discussion was held on the duties and pay of another police officer for the city.

#### **Mayors Notes:**

Mayor Colgan announced that council assignments will remain the same: Councilman Vrbas-Police Commission, Solid Waste, Infrastructure; Councilwoman Mulligan-Economic Development, Recycling and Emergency Management; Councilman Fisher-Housing Authority, and Tree Board/ Kelley Park; Councilman Kastens-Fire Department, Zoning and Pool; Councilman Mosely-Library, Jayhawk Theater and Airport. The Budget Workshop was scheduled for Tuesday, June 28<sup>th</sup> at 5:30 pm. Food and drinks will be provided. Mayor Colgan discussed the pool painting situation. The final coat of paint will be applied tomorrow. Due to the company's inability to get this project completed in a timely manner, the pool opening date has been set for June 6<sup>th</sup>. The paint used last time was not the paint specified in the plans submitted, due to

poor quality, it needed to be repainted. Miller & Associates had an engineer present for this project to ensure the quality of the work and materials. There is a two year warranty on this new paint job.

Finley Energy installed a new gutter on city hall this week. In the process, they discovered the northwest corner of the roof was wet where Roofmasters Roofing Co. Inc. had recently replaced the roof. Roofmasters returned to assess the situation and will fix the issue.

Lifeguards were hired for the 2016 pool season. Jen Melia announced it will be her last year as pool manager.

The mayor would like the police commission and Police Chief Brian Withington to meet with prospective police officers for job interviews in the next month.

With no further business to come before Council, Councilman Vrbas moved to adjourn, seconded by Councilman Fisher. The **meeting adjourned at 8:35 PM.**

Keri Riener, City Clerk

Tim Colgan, Mayor