

September 17, 2020
Atwood City Council
Regular Meeting 7:00 PM

Atwood City Council met in regular session September 17, 2020 in Council Chambers. The meeting was called to order by the Honorable Mayor Janet Stice at 7:00PM. Present were Mayor Janet Stice: Councilmembers Gary Fisher, Mark Mosley, Sandy Mulligan, City Clerk Dana Philpott; City Attorney Charles Peckham; Rosalie Ross of the Rawlins County Square Deal, Keitha Morse & Shannon O'Brien. Councilman Mark Vrbas, Councilman Dietrich Kastens, City Police Chief Brian Withington and City Superintendent Rick Kramer were absent.

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

The **Minutes** of the regular meeting on August 20, 2020 were approved as circulated on motion of Councilwoman Mulligan seconded by Councilman Fisher, approved by all.

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

Public Comments: Shannon O'Brien appeared to council to address her concern with how she was treated at the senior citizen center when she was there to pick-up a food box. Mayor Stice informed Ms. O'Brien that the Senior Citizen Center is not affiliated with the city.

Appearances:

Rich Pinalto – did not appear

Keitha Morse – Appeared to council about her concerns regarding a letter she received from the compliance officer and wanted an explanation on what the compliance officer has access to on citizen's properties. She stated the letter seemed threatening and over the top. She explained they have been slowly making improvements as funds and time allow. Keitha asked for an extension of 6-9-months on replacing the roof at 809 S. 2nd as they plan to repair the roof as soon as funds are available. She also asked for an extension on the property at 811 S. 2nd as they are planning to power wash the outside of the house and put siding on as soon as funds are available to do this. She also pointed out that it is hard to get building materials now since Covid-19 hit. Councilman Mosley explained the rules of what code enforcement officer has access to. Council and Mayor assured Keitha that they would give them the extra time they need to repair the roof at 809 South 2nd and to put siding on the house at 811 South 2nd Mayor Stice said that the compliance officer would be notified of the extension given.

Old Business:

Water leaks: Council agreed to table this agenda item until next month due to absence of 2 council members.

Water meter policies: Council agreed to table this agenda item until next month due to absence of 2 council members. The policy change of billing full rate for all meters was to begin with the October 2020 billing. Council asked that we not change base rate charge on customers accounts until a decision is made at the next council meeting.

New Business:

City Website: City Clerk Dana Philpott reported to council that she had researched a couple of different companies to set-up a city website. Her recommendation was to go with the company Revize at a start-up cost of \$1700 and then an annual cost of \$1200. This company's website format is very similar to the school website and City Clerk Dana Philpott felt it would be very easy for her to learn. Councilwoman Mulligan stated this was long overdue and felt it would be a great way to get clear and concise information to citizens. Councilwoman Mulligan made a motion for the clerk to go ahead with the Revize website company. Councilman Mosley seconded, approved by all.

STO and UPOC Ordinances: Councilman Mosley made a motion to approve ordinance 890 adopting the Uniform Public Offense Code seconded by Councilwoman Mulligan, approved by all. Councilwoman Mulligan made a motion to approve ordinance 891 adopting the Standard Traffic Ordinance seconded by Councilman Mosley, approved by all.

GAAP Waiver for 2019 Audit: Councilman Mosley made a motion to authorize the mayor to sign Resolution 20-05 to waive the K.S.A 75-1120a generally accepted accounting principles in preparation of the financial statements and reports, seconded by Councilwoman Mulligan, approved by all.

Department Reports:

City Clerk Dana Philpott reported that she called Gworks and asked what would need to be done to set-up a computer to work from home if she were required to be under quarantine. Gworks rep said the software would need to be downloaded on a laptop, have a VPN network set-up, and get approval from the council. City Clerk Dana reported that she does have a VPN network at home so there would not be an additional cost for that. Councilwoman Mulligan made a motion to approve to have the Gworks software downloaded on the city clerk's personal laptop if circumstances were to arise where she would need to work from home, seconded by Councilman Fisher, approved by all.

City Attorney Charles Peckham — shared his activities for the month. He prepared the STO & UPOC ordinances, negotiated with defendants, worked on issues with Jayhawk, negotiated with attorneys, prepared journal entries, responded to questions for nuisance officer and appeared in city court. **Jayhawk**- they will need to look into getting another projector. Technician was working with Ana this week and there are problems with communication between equipment. The Jayhawk board decided not to go with the warranty for the current projector as they did not feel the were getting their money's worth. The plan was to re-open the theater on a limited basis the last weekend of September and show the movie Downton Abby. With the current situation with many cases of Covid-19 this week in the community the decision was made to not reopen until things calm down. At this time, we cannot really say when it will open back-up. They are looking into additional funding options such as checking with Kevin Holle and the Dane G. Hansen Foundation.

Police Chief Brian Withington was absent but provided his report of police department activity last month. His department worked 7 reports from August 20 to September 14. There were 3 arrests made, 1 non-custodial arrest and 1 ticket issued. Other patrol activity included 181 public relations and 33 miscellaneous complaints and 8 business checks.

City Superintendent Rick Kramer, was absent but provided his report showing where the city crew has spent their time since the last meeting. The report shows the amount of water pumped and sold for the month. The month of August showed 10,428,000 gal used and 9,275,000 sold. The depth to the water in city wells has remained consistent.

Council Reports:

Councilman Gary Fisher – no report for housing authority. He checked into the requirements to become a Tree City USA for 2020 and he is looking for additional people to be on the tree board to assist. Being a TREE CITY USA is an annual achievement and the report will go into the Forest Service in December for the year 2020. They are lessening or eliminating some of the requirements that were simply impossible during the pandemic. I still don't know for sure what all will be eliminated as the pandemic continues.

Councilman Dietrich Kastens - was absent

Councilman Mark Mosley - airport board will meet next week.

Councilwoman Sandy Mulligan – reported Rawlins County Economic Development meeting was cancelled and they have rescheduled for September 30th. She is excited to report that there are two new businesses applying for E-loans.

Councilman Mark Vrbas – was absent

Mayors Notes: Mayor Stice reported she received information from KDOT on the grant for Highway 36. The information was sent to Chris Miller of Miller & Associates. Will need to advertise and choose an engineering firm. Mayor will encourage to choose Miller & Associates as they have been the firm we have used in the past and they are doing the preliminary work for us.

Rosalie Ross from Rawlins County Square Deal addressed council to see about promoting Atwood's 140 birthday next year. She realizes that we can plan any gatherings at this time but thought maybe we could promote it by doing history stories in the newspaper. Councilwoman Mulligan suggested a possible history scavenger hunt of Atwood/Rawlins County and that way, it would not be a mass gathering. This could be posted on city website and Facebook and she also suggested to get in touch with Diana Tongish to help with history information.

With no further business to come before Council, Councilman Fisher moved to adjourn, seconded by Councilman Mosley. **The meeting adjourned at 8:10 PM.**

Dana Philpott, City Clerk

Janet Stice, Mayor