

# City Council Meeting

03/25/24, 7PM

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## Meeting Minutes

**Attendees:** Mayor Brady Gragg, Grant Bowlin, Ken Stringer, Dan Ravenscraft, & Kathryn Coleman  
- Absent, Trent Clark

Others In Attendance: Tim Stanghor, Officer Tom Moore, Anne Morrow, Don Berg, Brandon Maus, Natalie Martin & Casie Powell of Krueger Insurance

**7:00pm:** Mayor Brady Gragg calls the meeting to order. No additions to the agenda, Approval of both the agenda and last month's & special meeting minutes. Motion by Bowlin, Second by Stringer - all in favor. Approved. 7:02pm

**Open to Public - N/A**

## Order of Business

**EMC Insurance 7:02pm:** - Natalie Martin of Krueger Insurance provided a quote option overview and information packet for the City of Whitewater. We will need to add Anne Morrow as a driver and Andrew Hanna once he begins his position in April.

After the major price hike last year, it stabilized and didn't increase as much as many other municipalities. There was a 5% increase for each building. We do not have insurance on the lagoons but they are covered in liability. There is a \$0 deductible windshield repair or replacement. This quote does cover the ballfields. Mayor Gragg asked them to look at what the cost would be if we changed the premium from \$1000 to \$2500 on the All-Peril Deductible. Once Anne Morrow gathers all the information for outdated items that do not need to be covered plus any additional items from the Library & Parks and Rec she will send all the updated information to Natalie to bring everything up to date. Renewal is due 4/1/24 but can be amended any time after that too.

**City Parks/Vagrancy 7:17pm:** - A copy of the City Code Chapter 12, Public Property: Article 1 City Parks was provided for all to see. Discussion on the fact that our parks do not have hours, no signage. City Code 12-108 - Camping Prohibited, overnight camping is hereby illegal in city parks except where posted. Officer Moore explained that Towanda is getting hit hard with homeless, and individuals suffering from drugs. The city can post signs/rules according to 12-112, pertaining to the use of city parks at each park. Discussion on what type of sign and what it needs to state: "City Park - Open Dawn to Dusk, No Camping" citing code 12-108. - 7:27pm

**Food Truck Vendors - should we create a policy or code? 7:27pm:** - A copy of the City Code Chapter 5, Business Regulations was provided for all to see. Much discussion on what would need to be established, Licensing/permits, regulations... the council felt that Morrow just needs to tell Food Truck Vendors not to come to town when asked because they don't want our established brick & mortar food establishments in town to suffer clientele. 7:40pm

## **Financial Report – moved to end of meeting (Terry Ullum not present)**

### **Police Report – Tom Moore, 7:40pm**

- Two Traffic Stops
- Has started being at the middle school to assist with the safety issues and parking problems. Was asked why he was there by the principal & parents were not happy with Officer Moore when he was pointing out the signage for no parking/bus zones. Informed the principal that he is helping as requested by a letter the City received from USD 206. In the letter the school district expressed concern for the students safety particularly concerning Central St. & Locust St. and requesting the City to consider: Painting the crosswalks, installing traditional blinking lights to slow drivers down, and having help from the Butler County Sheriff's Dept. to slow drivers down or other ways.

The Council wonders if it would be better to instruct the parents to pick up their children along Topeka so that the students are not running in and out of buses and traffic to cars parked along Locust and Central. Which would also allow the buses to enter and park at their loading areas marked outside the school. Officer Moore will continue to go and help. The Mayor will compose a response letter to the 206 District.

### **City Clerks Report – Anne Morrow, 7:55pm**

- Provided the copy of the USD 206 letter for the council to read. Along with Officer Moore's response the City responded over Spring Break by having City Maintenance paint some of the crosswalks.
- City Office is requesting a new computer for the Utility Software, Future Online Bill Pay and QuickBooks programs to be run smoothly along with the ability to backup and update programs as needed. At this point neither the Jayhawk Utility Software or QuickBooks can run backups automatically, and printers cannot update. With savvy shopping she feels she might be able to find something for around \$1000. Bowlin recommends looking through Dell Business and getting support along with a new tower and monitor. Mayor Gragg agrees that Dell support is a good idea. Discussion on costs for a good computer to run these essential programs, Stringer says we need to make sure we have the correct equipment to serve the community and shouldn't nickel and dime to find something that won't last. Discussion on Internet and Phone services for the city to assist on a better working office. Recommend looking elsewhere and to move away from AT&T, possibly Verizon for the cities Phone & Internet. Bowlin motions to allot \$2000 for the purchase of a new Desktop/Tower and Monitor for the software needs. Stringer seconds, all agree. Motion passed: 8:17pm
- Cottonwood CT Update: Morrow explained that in the past month a company requested a building permit to start building a house on the lot they purchased. Their basement diggers called in a locate for digging. Don Berg and Morrow had to call these companies to inform them that there are plans that were just sent to KDHE for approval before that lots utilities can be put in the ground. The purchaser was surprised to find out that they weren't in place and wasn't told at purchase. They understand and agree with the City's decision to not permit building on those lots until the underground utility infrastructure is in place. Continual updates are being sent to them so that once everything is in place they can begin building ASAP. It can take at least 12 weeks before KDHE begins looking at the plans and then longer to get everything in place if approved.
- Codes/Ordinances & Regulations – The City Code Book has not been updated in many years, Morrow is in the process of finding out how much it would cost to get them legally updated, clarified and codified. It is difficult for her to explain codes to people when they are so hard to read as well as very difficult to find. She is hoping to get the City Code Book online and more user

friendly so that the people of Whitewater can know and understand them. Stringer states that the problem is lack of enforcement – no inspections and we need to adopt Butler Co. Codes. Bowlin stated that not everything in Butler Co. codes are what is wanted in Whitewater. Mayor Gragg points out that the City Codes are outdated with minimal updates, and many can date back to the 60's. Stringer mentions that most cities update their codes every 4 years. It was also pointed out that the city can choose not to adopt or update certain codes. The Council encourages Morrow to continue to investigate what it will take to update & codify the Whitewater City Codes/Ordinances.

### **Mayors Report – Brady Gragg, 8:44pm**

- Continuing the discussion on Codes & Ordinances, the Mayor explained how trying to find a current map showing easements (which are different in different parts of town) took him all the way back to a 1922 map. Current(1973, 2020) maps that type of information didn't carry over. The Mayor feels that if the desire is for the city to die off we can continue to do nothing. If the desire is to grow we NEED TO update and to do that for the right reasons. Stringer expresses the need for a Public Officer to enforce and know our City Codes and Zoning Codes; someone who doesn't live in town and it could be a part-time job. He also asked why this wasn't something for the Zoning Department. Revealing yes, we have a planning and zoning commission but permits, zoning and building questions come to the City Clerk office and is her job to inform the community of those codes. Complaints come to the City office but no one will go on record, which is required for any action according to the City Code.
- Minimal Housing Code found in Article 8, Chapter 8, Health & Welfare in the City Code Book explains the minimum for the City. Of which explains living conditions, dwelling conditions, and more. This is where we can find what our city states concerning individuals living inside a structure not designated as a dwelling. It also reveals a Temporary Housing definition. Discussion on individuals living outside of this code and what to do about it without a Public Officer and lack of citizens going on record to report.

### **Maintenance Report – Don Berg, 9:06pm**

- No Water Leaks this month.
- Got 2 sidewalk quotes: Provides copies of estimates of Pope Concrete and Construction and Critchfield's KCC Excavating. Mayor Gragg said he wanted the estimates to include the area in front of Wheat State Manor to the Sunflower Apartments and wanted to know why it was not quoted. Berg said he had already got the estimates done before that area was explained as part of the mayors vision. Dispute. The Mayor thanks Berg for getting the quotes. More discussion on all the areas covered and what grade of cement should be poured.
- Berg also shared the South Central Sealing & Paving proposal for the slurry seal and crack seal of recommended streets in Whitewater. If we get this signed ASAP they can get started very soon because they will be in Potwin in the next few weeks. The cost really hasn't gone up to much in the last year. Bowlin motions to approve the South Central Sealing & Paving Proposal at \$47,274.45 for the streets and areas recommended. Coleman seconds, all agree. Approved 9:20pm
- Thursday Brandon will be taking his Wastewater Exam and we all wish him luck.
- Baseball and Softball are starting. 6 Home games and 4 or 5 JV home games. City Maintenance will be helping with those.

### **Unfinished Business**

- Ravenscraft researched the handheld hose attachment for the Grasshoppers and found that it doesn't work well with wet leaves, rocks, mud. It's not the route to go.

- Ravenscraft brought up that he is already working on getting his sidewalks and curbs fixed at his business so that area may not need to be part of the sidewalk quotes and was curious what should be done. Stringer informed that at an industrial area the cement should be 5000psi with a fiber mesh and not wire mesh. Rebar should be used to pin. Code is 2500psi but even for residential areas its recommended 4000psi. But no less than 5000psi on approaches or areas where heavy equipment will be.
- Community Bulletin Board – Stringer was told that the Post Office is denying our request to place the bulletin board on the sidewalk they lease. This request went all the way to their Topeka offices where their lawyer said “no”. The question then is where to put a Community Bulletin Board... outside the city building?? Outside the Library??
- Financial Report – Stringer appreciates that you can read the report and understand it as well as revealing where we are financially. Stringer motions to approve the requested additional appropriation of \$30,000 from the General Fund to Bond & Trust Funds. Bowlin seconds. All Agree, approved – 9:35pm

### **Next Months Meeting – April 22, 2024**

- Leaf Vacuum Quotes – Trent Clark
- Morrow continues to investigate the City Codes and Updating
- Find a place for the Community Bulletin Board

**Bowlin moves to bring the meeting to an end, Ravenscraft seconds, all agree, passed.**

**9:36pm - Meeting Adjourned**