**City of Westwood Hills**

**City Council Meeting Minutes**

**April 12, 2021**

**Meeting #859**

The Westwood Hills City Council meeting on April 12, 2021, was held remotely using Zoom. The remote meeting procedure was in response to the COVID-19 pandemic and in furtherance of the Governor's Executive Order to adhere to social distancing, in order to slow the spread of the Coronavirus.

A regular session of the city council was called to order in due form by Mayor Paula Schwach at 7:00 p.m.

Present: Mayor Schwach, Michael Anfang, Ed Gogol, Rosemary Podrebarac, Karen Shelor Sexton, Ludwig Villasi, and Beth O’Bryan. City Attorney Jim Orr and City Treasurer Jim Martin were present.

Stuart Little was present. Citizens Drew Bergman and Mary Sprouse joined at 7:30 p.m.

**Motion by Gogol to approve the agenda. Second by Shelor Sexton. All aye. Motion approved.**

**Motion by Podrebarac to approve the Consent Agenda. Second by Gogol. All aye. Motion approved.**

**Stuart Little Government Relations Legislative Update:**

Stuart Little, the City’s State Lobbyist, gave the Council an update about the legislative session focusing on bills affecting municipalities.

**Old Business:**

Street Signs

Mayor Schwach authorized Public Works Director, John Sullivan, to order twenty-two signs from Halls Signs. The cost for the signs was $372.19, which expense is on the April Appropriations Ordinance. The cost for Westwood Public Works to purchase the necessary hardware and install the signs is estimated at $538.08. Villasi painted the backs of the signs which are now ready for installation. Councilman Villasi will return the signs to Westwood Public Works for installation and convey that Westwood Hills City Council authorized the same. The funds to purchase and install the signs will come from the Special Highway Fund.

**Shelor Sexton moved and Villasi seconded to encumber $538.08 for installation of the No Parking signs. All aye. Motion passed.**

Fountain

Shelor Sexton shared that the design and bowl fixture was approved by SHPO. The bowl has been ordered but will not be installed until both the tar on the fountain’s cap bricks and the tree on the corner have been removed. Shelor Sexton will work on scraping the tar off the fountain. Shelor Sexton wanted to have the fountain turned on (even if the bowl is not yet installed) once the above are completed. Shelor Sexton believes the tree dropping debris into the fountain was the issue causing the twice a month maintenance but agreed after discussion to adopt a wait and see approach to turning on the fountain given that the pedestrian improvement project could impact the immediate area around the fountain. Gogol suggested the fountain maintenance be changed from twice a month to monthly when the fountain is turned on.

Green Lawn Contract

The cost for the sprinkler startup, shut down and four monthly checkups is $900.00. **Gogol moved and Shelor Sexton seconded to execute the contract with Green Lawn for the sprinkler system and encumber $900.00 to start up, shut down, and maintain the sprinkler system. All in favor. Motion carried.**

Gogol reported that the pipe Guier Fence broke under the bridge during the rail installation may need to be repaired. **Gogol moved and Podrebarac seconded to encumber $250.00 for Green Lawn to repair the broken pipe, if needed. All in favor. Motion carried.**

**New Business:**

2021 Paper Shredding and E-Cycle Event

Fairway is hosting the paper shredding and e-cycle event on September 25, 2021, 9 am to noon, in the KU parking lot at 4350 Shawnee Mission Parkway. If all seven cities participate, the cost will be $228.57 per city. The City needs to provide volunteers to help unload the vehicles. Mission, Mission Woods and Fairway have already committed. We will ask for volunteers in our May newsletter. **Podrebarac moved and Gogol seconded to encumber $270.00 to participate in the Paper Shredding and Electronics Recycling Event. All in favor. Motion carried.**

Johnson County Health Order Adoption

On December 14, 2020, the City adopted the County’s Health Order and entered into an enforcement agreement which allows the County to provide enforcement of the Health Order within the city limits of Westwood Hills. The County subsequently adopted an additional health order which expires April 30, 2021 and required a new enforcement agreement. **Gogol moved and Anfang seconded to adopt the Johnson County Health Order Enforcement Agreement. All in favor. Motion passed.**

Emerald Ash Borer (EAB) Treatment

Arborists recommend that Ash trees be treated every two years to keep from an EAB infestation. For the Ash tree located on The Green, the cost for a two-year treatment from Country Club Tree Service is $291.50. **Gogol moved and Shelor Sexton seconded to encumber $291.50 for the EAB treatment. All in favor. Motion carried.**

Best Management Practices (BMP) Cost Share Agreement

Podrebarac discussed the program and reminded the Council that Bridging the Gap will be administering the program. **Podrebarac moved and Gogol to adopt the 2021 BMP Cost Share Agreement. All in favor. Motion passed.**

**Tree Board Meeting**

Gogol moved and Shelor Sexton seconded to suspend temporarily the council meeting and start the Tree Board Meeting. All aye.

After the Tree Board Meeting, the regular Council meeting resumed at 8:56 pm. Council Villasi was not present when council entered back into the meeting, but rejoined at 9:05 p.m.

Council Action on the Tree Board Meeting

**Podrebarac moved and Gogol seconded to adopt the recommendations from the Tree Board and encumber up to $7,018.37 for a new sprinkler system, encumber up to $300.00 to plant a tree in celebration of Arbor Day**, **and approve the proclamation marking April 22, 2021 as Arbor Day in Westwood Hills. All in favor. Motion carried.**

**Informational items – no action to be taken**

There were no items from Citizens in attendance.

Climate Action Plan

Shelor Sexton gave an overview of the plan.

Westwood Hills Garden Tour

Shelor Sexton reported that the City has had garden tours in the past, and the tours were well received. Shelor Sexton suggested Saturday, June 19, 2021, from 9:00 am to 2:00 pm as the day for a garden tour. Renee Miller requested an article in the newsletter to ask residents to offer their yards for the tour. Mayor Schwach asked if the HOA were interested in sponsoring the tour. The tour will only be open to residents of Westwood Hills and their guests and check in for the garden tour will be on The Green. The City will provide BMP information and allow use of The Green.

GovBuilt Permitting Process

The City of Westwood (WW) will be moving to GovBuilt for online permit processing. There are no additional costs to Westwood Hills as WW views it as a way to improve service delivery. WW believes the GovBuilt system will save time and make the internal process easier. One benefit is that Leslie, Abby and Eddie will be able to view all the permits issued. The system also shows an electronic map where active permits are currently in place. Residents will be able to apply for building permits online but may also continue to walk-in to apply in person at the Westwood City Hall. The system will prompt applicants regarding which documents are required to be submitted. The WW building inspector will review the permit applications and send them to the State Historic Preservation Officer for review. Residents will have the option to pay the permit fees by credit card (for a fee). Westwood Hills must opt in if we want to continue having WW provide building permitting services to Westwood Hills residents. Mayor Schwach, Councilwoman Podrebarac, and City Clerk O’Bryan will attend a virtual presentation by GovBuilt.

Budget Workshop Date

The 2022 Budget Workshop will be held at Higdon and Hale offices on Saturday, June 5, 2021, from 9:30 am -11:30 am.

In Person Meetings

Westwood may move to in-person meetings in May. If they do, Westwood Hills would also have access for Westwood Hills’ meetings. O’Bryan asked if the council would like to return to in person meetings or stay remote. Shelor Sexton’s preference is to wait until June or July possibly to return to in person meetings. Council is in agreement to meet remotely in May and to revisit moving to in person meetings after that time.

**Motion to adjourn by Gogol. Meeting adjourned at 9:30 p.m.**