**City of Westwood Hills**

**City Council Meeting Minutes**

**July 12, 2021**

**Meeting #862**

The Westwood Hills City Council meeting was held on July 12, 2021, in the community room at Westwood City Hall.

A regular session of the city council was called to order in due form by Mayor Paula Schwach at 7:03 p.m.

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

Westwood Councilpersons Jeff Harris and Laura Steele were in attendance.

Westwood Hills resident David Schmitz was also present.

**Motion by Anfang and second by Gogol to move the Treasurer’s report from the Consent Agenda to the first item under old business and to approve the agenda as modified. All aye. Motion approved.**

**Motion by Gogol to approve the Consent Agenda as modified. Second by Anfang. All aye. Motion approved.**

**Welcome Jeff Harris and Laura Steele from Westwood City Council**

Mr. Harris and Ms. Steele presented Westwood View survey results regarding students walking and biking to school.

**Old Business:**

Treasurer's Report

**Podrebarac moved and Anfang seconded to revise the encumbrances on the June 2021 report as follows:**

* Green Lawn: remove the $327.48 encumbrance for the sprinkler system and remove $148.60 for sprinkler repairs.
* 48th Terrace alleyway: move $34,000.00 encumbrance from the CIP fund to the Special Highway Fund.
* 48th Terrace: move $6,898.00 encumbrance from the CIP fund to the Special Highway Fund.

**All aye. Motion carried.**

Lamp Rynearson Contract for Engineering Services Amendment 1

Amendment No. 1 to this contract adds $800.00 to the engineering design fee and extends the terms of the agreement from July 31, 2021, to October 21, 2021. **Podrebarac moved and Gogol seconded to adopt Amendment #1 to the Lamp Rynearson Engineering Services contract. All aye. Motion carried.**

Budget Discussion

**After discussion among councilmembers, Anfang moved that, as the city does not intend to exceed the Revenue Neutral Rate (RNR) for its 2022 budget, and there is not a need to have an RNR hearing, the city advise the county clerk of no need for an RNR hearing. Villasi seconded the motion. All aye. Motion carried.**

**New Business:**

American Rescue Plan Act Resolution

Mayor Schwach presented Resolution 2021-2 ratifying the application filed with the State of Kansas Office of Recovery for an award of Coronavirus State and Local Fiscal Recovery Funds. **Anfang moved and Podrebarac seconded to adopt Resolution 2021-2. All in favor. Motion carried**.

2021 Standard Traffic Ordinance (STO) and Uniform Public Offense Code (UPOC) Manuals Encumbrance

O’Bryan requested an encumbrance of $60.00 to purchase Two Electronic/Hard Copy combinations of both the UPOC and STO. Cost is $51.00 plus shipping. **Gogol moved and Podrebarac seconded to encumber $60.00 to purchase the STO and UPOC manuals. All in favor. Motion carried.**

Stormwater Drain Inlet Cleanout

In her clerk’s report, O’Bryan outlined her process for choosing A-1 Sewer and Septic (A-1). Since the report, O’Bryan attempted to contact or contacted five additional companies. None of these businesses do the type of work needed. O’Bryan also reported that there is not an estimate from A-1 for the entire project. However, A-1 did provide an hourly rate and will be given a maximum of $5,000.00 to inspect and clean out the inlets. In addition to cleaning, the City will ask A-1 to provide detailed descriptions of inlet conditions and advise the City of any additional work needed. **Podrebarac moved to enter into an agreement with A-1 to clean out the stormwater inlets, not the stormwater pipes, in an amount not to exceed $5,000.00. Second by Anfang. All in favor. Motion adopted.**

Website Redesign

O’Bryan reported in her City Clerk Report that, after researching and receiving quotes from multiple companies, she felt the best company to host and redesign the City’s website would be GovBuilt. The cost for the redesign of the website and for web hosting the first year is $1,500.00. The second-year web hosting cost is $400.00, with a maximum 5% increase each year thereafter. O’Bryan requested that the Council encumber $1,500.00 for GovBuilt’s services and authorize the mayor to work out the contract details and to enter into an agreement with GovBuilt. **Podrebarac moved and Anfang seconded to encumber $1,500.00 for GovBuilt’s design and hosting services and to authorize Mayor Schwach to enter into negotiations and to execute an agreement with GovBuilt for web design and web hosting. All aye. Motion passed.**

Sprinkler System Remote Control

Green Lawn installed the new sprinkler system on The Green. Because the City does not have an easement agreement with property owner Jeff Clayton, the City could not place a sprinkler line/head at the locations previously discussed (50th Street Memorial Garden and 50th Terrace city sign base). Green Lawn offered a remote control to run the sprinklers in order for City Gardener Brian Ritter to hook up a hose to water those areas that are on Clayton’s property and others without opening the control box. The cost for the remote control is $249.00. **Gogol moved and Podrebarac seconded to encumber $249.00 for a remote control for the sprinkler control box to keep in Brian Ritter’s possession and to be returned if services are terminated between Brian and the City of Westwood Hills. All in favor. Motion passed.**  Money for the remote control will come from the project line item.

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

Villasi received two phone calls from citizens on 49th & 50th Streets who claim drivers are speeding down these streets. The city will look into rental of temporary speed radar devices.

**Motion to adjourn by Anfang. Meeting adjourned at 8:48 p.m.**