

**City of Walnut  
City Council Meeting  
March 14<sup>th</sup>, 2022, 7:00 P.M.**

**Call to Order**

Mayor Karen Crapson called the meeting to order with Council Members Brian Kirkpatrick, Brian Crapson, and Cory Scott, in attendance. Also in attendance were City Clerk Saralyn Boyd, City Treasurer Samantha Guy, City Superintendent Craig Kirkpatrick, and City Attorney Timothy Fielder. Council Members Jamie Burke and Joshua Sturm were absent.

**Approval of Agenda**

Brian Kirkpatrick made a motion to approve the meeting agenda. Brian Crapson seconded the motion. All were in favor.

**Approval of Minutes**

Brian Kirkpatrick motioned for approval of the minutes from the previous regular meeting. Cory Scott seconded the motion. All were in favor.

**Approval of Bills**

Brian Crapson made a motion to approve the bills. Brian Kirkpatrick seconded the motion. All were in favor.

**Clerk's Report**

The account balance as of March 14th, is \$90,977.03. As for delinquent utility accounts for February, two were remaining to be collected. The number of utility bills left for March collection was reported at six accounts at the time. The City Clerk asked the council for permission to add the City Treasurer as an Administrator on the City Facebook page. Brian Crapson made this motion. Brian Kirkpatrick seconded the motion. All were in favor. The City Clerk reminded all attending the dates of City Wide Clean-Up, scheduled for April 29th, 30th, & May 1st. The City Clerk requested approval of a renewal for the Quickbooks software that is required to be updated every three years. Brian Crapson made this motion. Brian Kirkpatrick seconded the motion. All were in favor.

**Treasurer's Report**

City Treasurer, Samantha Guy, reported all was accurate for the reports for February.

Sam presented an ARPA Funds Reporting Update stating she received a list of estimated cost figures from Craig and that she will start preparing the reporting documents that are due by the end of April. She also gave a brief summary of what the county was wanting the City to report in order to receive the additional funds from them. Sam noted that she was going to reach out to the county with some questions regarding the reporting process and dates.

### **Old Business**

Discussion on a heat & air unit estimate for City Hall was tabled for next month's meeting again.

Sam presented designs for the City Park Signs to the council to choose from. The council chose a design with trees. The plan is to have the signs installed before the first weekend in May, when there will be extra traffic in town when the Kansas Road Trip visitors will be through town.

### **New Business**

The council selected an applicant for the 2022 Mowing Bids. The winning bid went to Frank Hays for \$250/mowing. Brian Kirkpatrick made this motion. Brian Crapson seconded the motion. All were in favor.

The City Insurance Policy was at the time for renewal. It was presented to the council at a renewal cost of \$12,608.00. Brian Kirkpatrick made this motion. Cory Scott seconded this motion. All were in favor.

The Annual Update of the Emergency Water Supply Plan was due. There were no changes/updates to the plan. Brian Kirkpatrick motioned the annual update. Cory Scott seconded the motion. All were in favor.

### **Maintenance Report**

The new heater that was purchased last month has been installed in the Maintenance Building.

Craig mentioned there was an issue with the sewer pond, but with the help of Jason from KRWA, they were able to get it unplugged and working correctly.

There is a KRWA convention being held on March 29th-30th in Wichita. Since Craig is already attending with a different water district, Brian Kirkpatrick mentioned he would like to be given the opportunity to attend as well. The council approved to cover the cost of Brian K. to attend, including the cost of hotel stay for the conference. Brian Crapson made a motion. Cory Scott seconded the motion. All were in favor.

### **Librarian's Report**

There was nothing to report for the Librarian's report.

**Councilmember Concerns**

A council member asked the City Attorney how to address the issue of consistently absent councilmembers. The City Attorney offered to send official letters to the council members to ask for better attendance or resignation.

**Public Comment**

There was no public comment at the time.

**Call for Adjournment**

Cory Scott made a motion to adjourn the meeting. Brian Crapson seconded the motion. All were in favor.