

**City of Walnut**  
**City Council Meeting Minutes**  
**February 3rd, 2025, 6:30 P.M.**

Mayor: Brian Kirkpatrick

City Attorney: Timothy L. Fielder

Council Members: Jonathan Westhoff, Melissa Smith, (Vacant Seat #3), Bobbie Norris, Cory Scott

Clerk: Saralyn Boyd

Treasurer: Samantha Guy

Superintendent: Craig Kirkpatrick

---

**Call to Order**

President of the Council Cory Scott called the meeting to order with Council Members Melissa Smith, Jonathan Westhoff, and Bobbie Norris in attendance. Also in attendance were City Superintendent Craig Kirkpatrick, City Clerk Saralyn Boyd, City Treasurer Samantha Guy, and City Attorney Timothy Fielder. Mayor Brian Kirkpatrick was absent.

**Approval of Agenda**

Melissa Smith made a motion to approve the meeting agenda. Jonathan Westhoff seconded the motion. All were in favor.

**Approval of Minutes**

Bobbie Norris motioned for approval of the minutes from the previous regular meeting. Jonathan Westhoff seconded the motion. All were in favor.

**Approval of Bills**

Melissa Smith made a motion to approve the bills. Jonathan Westhoff seconded the motion. All were in favor.

**Clerk's Report**

The account balance as of February 3rd was \$34,287.14. The savings account balance as of February 3rd was \$118,768.55. As for delinquent utility accounts for January, all were collected.

**Treasurer's Report**

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

Street Banners were also discussed at this time. Samantha presented to the council a few different designs for the banners and that they would be \$150/banner, totaling \$900 for the six on Main Street. Melissa Smith made a motion to move forward with a flag design at the quoted price. Jonathan Westhoff seconded the motion. All were in favor.

**Old Business**

The City Fire Department ISO Rating was discussed as the city is starting to get calls from insurance providers and residents about the increase. Jamie Scott noted that she had spoken with the

ISO Coordinator/liaison a few days prior and had a list of items to send in before requesting the re-evaluation.

#### **New Business**

The 2025 Mowing Bid Application for mowing city properties was reviewed. Melissa Smith made a motion to release the bid application to the public. Bobbie Norris seconded the motion. All were in favor.

The 2025 Sewer Pond Application was discussed and ultimately Jonathan Westhoff made a motion to extend the current agreement with Chuck Zandler to mow the ponds. Melissa Smith seconded the motion. All were in favor.

The dates for City Wide Clean Up were presented for April 25, 26 and 27th. Bobbie Norris made a motion to order dumpsters for these dates. Jonathan Westhoff seconded the motion. All were in favor.

#### **Maintenance Report**

Craig noted that the water leak near Trish Norris' house would be fixed that week since the weather would be a little nicer and the ground was thawing out enough to get in to fix it.

#### **Librarian's Report**

Librarian Jamie Scott noted the January pancake feed would be Saturday, February 15th. Jamie also requested that some gravel be taken down to the library and spread on the north side of the building as it was becoming rutted up and very muddy.

#### **Councilmember Concerns**

There were no council member concerns.

#### **Public Comment**

There was no public comment.

#### **Call for Adjournment**

Jonathan Westhoff made a motion to adjourn the meeting. Melissa Smith seconded the motion. All were in favor.