

MINUTES OF WORKSHOP: OCTOBER 3, 2023

Mayor Muska called the workshop to order at 5:32 pm. Natalie Kelinske, David Pratka, Cody Harris, and Matt Miller were present. Joe Pustejovsky was not in attendance.

Nelisa Heddin was present and went over the water/wastewater rate study that she had conducted for the city council. She stated that it was a 4-step process in configuring the numbers: 1) determine revenue requirements, 2) functionalize revenue requirements into cost components, 3) allocate cost components to customer classes, and 4) design rates. She said that our current water rates are sufficient, and she does not recommend any cost increases. She does recommend increasing our wastewater utility rates either by status quo (flat monthly fee) or winter averaging. Winter averaging assumes that during the winter months, residential water use isn't being used for watering your lawns, it assumes that it is straight sewer costs. The average is based on three months of consumption and is the most common billing method that water utility companies use. Nelisa also presented the council with 4 rate design options: 1) includes subsidy from general fund, using winter averaging for residential customers, 2) includes subsidy from general fund, charging residential customers a flat monthly base fee, 3) no subsidy from general fund, winter averaging used for residential customers, and 4) no subsidy from general fund, residential customers charged a flat monthly base fee.

Workshop ended at 5:58 pm.

MINUTES OF MEETING: OCTOBER 3, 2023

1. Call to order: Mayor Tommy Muska called the meeting to order at 6:01 pm.
2. Mayor Muska gave both the invocation and the pledge.
3. Roll Call: present council members – Mayor Muska, Natalie Kelinske, David Pratka, Cody Harris, and Matt Miller were present. Joe Pustejovsky was not in attendance.
4. On a motion by David Pratka, seconded by Cody Harris; Approve minutes for September 5, 2023. All in favor, motion carried.

5. On a motion by David Pratka, seconded by Matt Miller; Approve bills for September 2023. All in favor, motion carried.

6. On a motion by David Pratka, seconded by Natalie Kelinske; Approve monthly departmental reports. All in favor, motion carried.

7. There were no citizen comments.

8. Nelisa Heddin went over in the workshop the 4-step process to determine the best options for our water/wastewater rates. Her analysis determined that there should be no changes to the water rate but that the wastewater rate would need to be increased due to the new debt from the Wastewater Treatment Plant expansion project. The average residential water customer uses 4,000 gallons of wastewater. Matt Miller believes that people should pay only for what they use, and he would like to see an option 5 on paper for a 5-year plan to reduce the subsidy with winter averaging as well as an option 6 for an 8-year plan to do the same. On a motion by Matt Miller, seconded by Natalie Kelinske; Table this item until an option 5 and 6 can be presented. All in favor, motion carried.

9. Matt Nemecek, the owner of Topsy Lion, stated that during the last street dance he had a mobile food vendor back out at the last minute, so he needed to find a food truck vendor quickly. He said that many of those he spoke to complained about the cost of the permit and did not want to pay it. He suggested that instead of paying the \$250 yearly permit fee, possibly have a one time fee of \$50.00, in which the vendor would pay that flat fee every time they come into the city to sell. Natalie Kelinske previously worked with developing the fee and serving on the committee. She said their main concerns were recouping local sales tax and creating a yearly, one-time permit fee for the city office. Mayor Muska asked if Natalie, Matt Miller, and Bill Hunt would work on looking into possibly a temporary or special event permit fee for mobile vendors. No action was taken.

10. Nicole Nemecek with the West Chamber of Commerce said that they are planning a Trunk or Treat for Saturday October 28, 2023, with Main Street shut down from 5:00 pm to 8:00 pm. This way individuals and businesses can have a safe trick or treat event. The street would be closed from Pine Street to Broadway. On a motion by David Pratka, seconded by Matt Nemecek; Approve shutting down Main Street. All in favor, motion carried.

11. Nicole Nemec, owner of the Topsy Lion, would like to host a kid friendly Halloween Karaoke Bash event at her restaurant on October 31, 2023, from 6:00 pm – 11:00 pm. She would like to block 3-4 parking spots in front of her storefront for a kid friendly haunted house that will take place upstairs, along with face painting and cookie decorating. On a motion by Cody Harris, seconded by Natalie Kelinske; Approve blocking 3-4 parking spots in front of the Topsy Lion on October 31, 2023, from 6:00 pm – 11:00 pm for a kid friendly Halloween Karaoke Bash event. All in favor, motion carried.

12. Application for a replat with a variance Zoning Ordinance Section 20 minimum front yard 25 ft. for Shook Addition Lots 6 7 Block 22 (MCAD 199887). This item was on last month's agenda and the owner did have the survey updated showing the structure on the property. Bill stated that this would have to be approved by Walker Partners, but the setbacks are not in ordinance compliance. Natalie Kelinske stated that we would have to approve a variance for setbacks and Matt Miller said that it seems like the owner is going around the ordinance, so they don't have to fix the issue. We are just moving from one variance to another. Mike Sulak said that no one showed up for the Planning and Zoning committee meeting when it was discussed, not the owners of the property or any of the neighbors. On a motion by Natalie Kelinske, seconded by Matt Miller; Deny replat and variance for Shook Addition Lots 6 7 Block 22 (MCAD 199887). All in favor, motion carried.

13. Application for a replat with a variance Zoning Ordinance Section 20 minimum lot depth 100 ft. for Davis Extension Lots 12 13C 13D Block 5, Lots 13B 14B Block 5, Lots 13A 14A Block 5 (MCAD 199099, 199098, 199100). Natalie Kelinske is against this, we are setting a precedent if we allow it. Matt Miller said that he understands what the owner is trying to do but it is still a variance. David Pratka stated that if we do not allow a variance, then they can not build on that property due to the setbacks. On a motion by Matt Miller, seconded by Natalie Kelinske; Deny application for a replat with a variance for Davis Extension Lots 12 13C 13D Block 5, Lots 13B 14B Block 5, Lots 13A 14A Block 5 (MCAD 199099, 199098, 199100). All in favor, motion carried.

14. Application for a replat with a variance Zoning Ordinance Section 21 Supplementary District C (4) carport or canopy minimum 5 feet from any side lot line for Davis and Marable Addition Lots A5 A6 A7 Block 8, Lots B5

B6 B7 Block 8 (MCAD 199384, 199385). Bill Hunt stated that if he's replating, he would need to move it over off the carport, but he would need to redraw the plans. On a motion by David Pratka, seconded by Natalie Kelinske; Table this item until plans are redrawn & resubmitted. All in favor, motion carried.

15. On a motion by David Pratka, seconded by Cody Harris; Approve Resolution #231003, of the West City Council, to adopt the Home Program application along with the affirmative action policy and waitlist policy. All in favor, motion carried.

16. Natalie Kelinske stated that there were several discussions on social media about trains blocking the railroad crossings. She said there are grants as part of an infrastructure bill that passed last year for existing railroad tracks and we might be eligible for 2 or 3. The railroad would have to be involved and logistics would need to be determined. Natalie said that she would like to pursue these grants to see if the city can qualify for them. No action was taken.

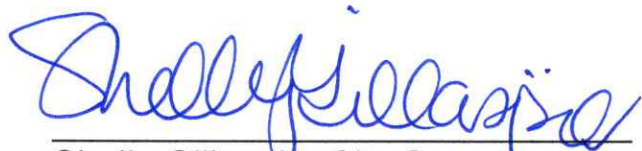
17. City Attorney Charles Buenger stated that the city has no obligation to remedy the tank debris issue that Mr. Gary Vrba has been having due to the reconstruction of Davis Street. Our attorney did say that whatever the council chooses to do, he will support the decision. Mayor Muska asked our legal team to write up a contract for reimbursement up to \$5,000 in support of Mr. Vrba's request. On a motion by David Pratka, seconded by Natalie Kelinske; Approve a contract of reimbursement of up to \$5,000 to remedy Gary Vrba's tank debris issue. All in favor, motion carried.

18. The city's legal team drafted up a contract with the West League Booster Club to lease the baseball/softball facilities. Natalie Kelinske will forward the draft to the Little League for approval. No action was taken.

19. Mayor Muska reminded the council that the next council meeting on November 7, 2023, will be held at the West Fire Department (110 S. Reagan) due to elections.

20. There were no council members comments/requests for items to be placed on future agendas.

21. Council adjourned at 7:48 pm.


Shelly Gillaspie, City Secretary


Tommy Muska, Mayor