

## **MINUTES OF WORKSHOP: JANUARY 2, 2024**

Mayor Pratka called the workshop to order at 5:31 pm. Natalie Kelinske, Joe Pustejovsky, Matt Miller, and Chris Nors were present. Cody Harris was absent.

**Agenda item # 6**, Appointment of Laura Pavlicek as Associate City Judge

**Agenda item # 7**, Discussion: The owner of a property located at 1013 North Reagan Street wishes to subdivide it into separate residential and commercial properties. The current zoning is mixed-use, which means that the proposal will need to be reviewed by the zoning board and variances may need to be considered. The owner plans to retain as much land as possible for the residential property. Once the zoning board meets they will relay their recommendations to the council.

**Agenda item # 8**, regarding the replatting of lot seven, six, and part of lot five, block eight of the Davis and Marable edition.

**Agenda item #9**, regarding the master fee schedule, it was discussed to wait until the sewage fee changes are finalized before moving forward with approval.

**Agenda item #10**, regarding the organizational chart and job descriptions of administrative staff.

**Agenda item #11**, regarding the City West facility agreement with the West Little League Booster Club. If Little League reps are present tonight, the contract can be approved. Otherwise, it can be approved pending their approval. Any amendments can be addressed at the next meeting.

**Agenda item #12**, regarding the cemetery easement for the Liberty Rest Cemetery on John Nors Road. There have been some concerns raised about potential liability issues related to the cemetery's location near an old dump ground. It was previously proposed to build a fence around the cemetery, but it's still being determined whether that plan is still in place. The city along with Walker Partners is currently in the process of conducting a survey.

**Agenda item #12**, regarding the lease agreement for a cardiac monitor between the City of West and West EMS that needs their lawyers' review. Garrett will provide more information.

Workshop ended at 5:39 pm.


## MINUTES OF MEETING: JANUARY 2, 2024


1. Call to order: Mayor David Pratka called the meeting to order at 6:00 pm.
2. Mayor Pratka gave the pledge. Joe Pustejovsky gave the invocation.
3. Roll Call: Council members present – Mayor Pratka, Natalie Kelinske, Joe Pustejovsky, Matt Miller and Chris Nors were present. Cody Harris is absent.
4. Citizens comments- None.
5. On a motion by Matt Miller, seconded by Natalie Kelinske; Approval of Consent Agenda: All in favor, motion carried.

On a motion by Natalie Kelinske, seconded by Matt Miller; Approval of Engineering report by Kyle Schultz and Jared Bierman from Walker Partners included updates on ongoing projects. The Projects include the Playdium Drive project, the Reagan, Marable, and Davis Street project, and the Liberty Cemetery easement, . The report highlighted that the construction on the wastewater treatment plant is progressing well, with the project currently being about 48% complete. Additionally, the report discussed the renewal of the permit for the wastewater treatment plant. All in favor, motion carried.

6. On a motion by Matt Miller, seconded by Natlie Kelinske; Appointment of Laura Pavlicek as Associate City Judge. All in favor, motion carried.
7. No action was taken on rezoning 1013 N. Reagan into two separate lots (commercial and residential). It's pending approval from the zoning board. Natalie Kelinske has requested to know the required variance for the commercial property. Bill Hunt was not in attendance to discuss.
8. Motion to table made by Matt Miller, seconded by Natalie Kelinske, Due to needing more information to Replat Lots 7 & 6 and a part of Lot 5, Block 8 of the Davis and Marable Addition with a variance for an existing carport closer than 8ft. from the side lot line. Natalie Kelinske questioned what would happen to lot 5, Bill Hunt was not in attendance to discuss.
9. No action was taken on the master fee schedule, due to changes in sewer fees.
10. No action was taken on organizational charts and job descriptions of administrative staff. Natalie Kelinske asked if we can add names on organizational charts and a summary of lead descriptions posted on the city website.

11. On a motion by Natalie Kelinske, seconded by Matt Miller; Approval of facility lease agreement between the City of West and the West Little League Booster Club ballfields. It was mentioned that everything is in place, but there is no one present from the baseball fields. The new agreement allows the league to lease out the fields for travel ball teams and such, which was previously prohibited under the original contract. There was a discussion about who pays for the utilities on the ballfields and whether there should be restrictions on their use to minimize utility costs. The City has historically paid for the utilities. However, if the league will lease the fields all year long, there may need to be some changes to ensure responsible use and minimize costs. All in favor, motion carried.
12. No action taken on the cemetery easement for Liberty Rest Cemetery. The survey team is working on the cemetery easement and the process is in progress.
13. No action was taken regarding the cardiac monitor license agreement between the City of West and West EMS, due to EMS attorneys reviewing the contract.
14. There were no comments and requests for items to be placed on future agendas other than the following tabled items:
  - Discussion, consideration, action, if any, re: Replat Lots 7 & 6 and a part of Lot 5, Block 8 of the Davis and Marable Addition with a variance for an existing carport closer than 8ft. from the side lot line.-Bill Hunt
  - Materfee schedule-Bill Hunt
15. Council adjourned at 6:44 pm.

  
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Vanessa Perez, City Secretary

  
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David Pratka, Mayor