

**City of Westwood Hills  
City Council Meeting Minutes  
March 11, 2019  
Meeting #832**

A regular session of the city council was called to order in due form by Mayor Paula Schwach at 7:07 p.m.

Present: Mayor Schwach, Mary Becker, Rosemary Podrebarac, Karen Shelor Sexton, Ludwig Villasi, and Beth O'Bryan. City Attorney Jim Orr was present.

Johnson County Commissioner Becky Fast was in attendance.

No citizens were in attendance.

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**Motion by Podrebarac to approve the agenda. Second by Becker. All aye. Motion approved.**

**Motion by Becker to approve the Consent Agenda. Second by Shelor Sexton. All aye. Motion approved.**

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**Commissioner Becky Fast -**

Commissioner Fast handed out a sheet on Board of County Commissioners' Priorities. Fast gave a brief overview of her resume and a few priority issues that the county is working on:

**Mental Health**

Public Transit - On Demand App. - currently cities of Merriam and Shawnee participate. Buses to KU Med are being utilized.

Addressing lack of affordable housing to buy and/or rent.

Waste System - plans to reform the solid waste system

The County will host a solid waste management hearing April and reassess the five-year plan. The Deffenbaugh landfill is projected to fill up in 20 years making it important to develop alternatives to the current solid waste disposal program.

**Old Business:**

**Brian Ritter Landscape Agreement** – Becker and Villasi reported the cost for Brian Ritter's services for 2019, as outlined in the Agreement presented, is \$15,480.00. The Foundation will provide the soil pep for the flower beds, which item is not included in the contract price. **Becker moved and Villasi seconded to approve finalizing the agreement for 2019 landscaping services with Brian Ritter. All in favor. Motion passed.**

Boxwood Trimming - Schwach reported that Brian Ritter suggested the City trim the boxwoods in 2019. Last season, City residents did some trimming, but Ritter thinks the boxwoods will need more trimming this year. Ritter will trim all of the boxwood on islands, entryways, and the Green for \$475.00. This trimming would be for a smooth straight cut for the hedge sections and smooth rounded cuts for individual bushes. This price is for one trimming. Becker said the work needs to be done, and she trusts Ritter's advice. **Podrebarac moved and Shelor Sexton seconded to encumber \$475.00 for Ritter to trim the boxwoods when the temperature and season is appropriate. All aye. Motion carried.**

Street lighting analysis - Mayor Schwach received a proposal to provide a street lighting analysis and design recommendation for the residential street lighting for the City. Merge Midwest, LLC was recommended by Larkin Lampe and the City of Overland Park. Public Works Director John Sullivan looked at the plans and provided feedback to Mayor Schwach.

**The scope of the work proposed under the agreement with Merge Midwest, LLC:**

To complete the required street lighting analysis, Merge Midwest Engineering, LLC will provide the following services:

A. Contact the local KCPL representative for Westwood Hills to obtain the existing street lighting circuit and fixture information for all existing street lights in Westwood Hills and discuss possible additional fixture specifications.

B. Meet with City representatives to identify specific areas of concern for lighting. Develop three different street lighting configuration options.

C. Calculate photometrics and voltage-drop calculations for all existing and proposed street lights for three different configuration options. Configurations may include swapping out existing luminaires from high-pressure sodium (HPS) to LED's, or the addition or relocation of street lights. For each configuration, Merge Midwest will provide recommended spacing of street lighting poles and prepare a schematic diagram over a Google Earth image for the City's consideration.

D. Once a final configuration is selected, Merge Midwest will prepare street lighting plan sheets and a wiring diagram of street lighting circuits for submittal to KCPL.

**E. Merge Midwest will stake the location of any proposed new street lights.**

**Proposed Fee:**

Merge Midwest Engineering, LLC will complete the work described in the above listed Scope of Services on an hourly rate plus expenses basis not to exceed a maximum fee of Two Thousand Four Hundred Twenty-Seven Dollars (\$2,427.00). Invoices will be submitted for work completed during the previous month, and will become due and

payable within thirty (30) days.

Mayor Schwach inquired if the council wished to proceed with the study. Shelor Sexton wants to proceed with the engineering study. Becker, Podrebarac, and Villasi also support the proposal.

**Podrebarac moved to approve the agreement with Merge Midwest in substantially the form presented, to encumber an amount not to exceed \$2427.00 in order to pay the amount due under the agreement, and to give authority to Mayor Schwach to negotiate and enter into the final agreement. Becker seconded. All in favor. Motion carried.**

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### **New Business:**

State of the County Luncheon - Schwach reminded Council that the 2019 State of the County Address and Luncheon is Tuesday, March 26, 2019, from 11:30-1:15. All council members are invited to attend. The cost for the luncheon is \$35.00 per person. Mayor Schwach and City Clerk Beth O'Bryan will attend the luncheon. Registration deadline is March 20, 2019, at 12:00 PM. Schwach polled the rest of council, and no other members will attend the luncheon.

Non-Discrimination Ordinance – Schwach discussed adopting a non-discrimination ordinance for the City. Council reviewed the draft ordinance. Council would recommend the city's Prosecuting Attorney serve as the investigator and the city's Municipal Judge serve as the hearing officer. The ordinance language will use the titles listed above, and the officers will be selected by mayoral appointment. The Mayor may appoint the officers at the January City Council meeting each year. Other comments were made, and council members will provide comments to the draft ordinance. City Attorney Orr advised that the City cannot enforce a civil judgment, issued by a hearing officer, against an individual.

O'Bryan will put the draft ordinance on a Google Drive, and council members can provide suggestions (versus edits) directly to the document. Council will continue this discussion at the April 2019 Council Meeting.

AIMS Data Agreement - Schwach reported that the JOCO Stormwater Management Program is in the process of rolling out the stormwater system management data. JCSMP will show the City's stormwater assets and assign an associated risk score based on estimated or observed conditions. The data is now available on AIMS. However, Westwood Hills is not a participating member of the AIMS data sharing agreement. The annual fee to participate in AIMS is \$300. This membership would allow the City to access all the applications, plats, new imagery, and other raw data, and to participate in JOCO's system replacement cost share program in the future. Schwach polled council as to whether the City should participate. **No motion was made for the City to participate.**

New Hard Drive - O'Bryan reported that the data drive used for the City is filling up. John O'Bryan suggested the City replace it with a more secure configuration like the one he uses for most of his clients.

He recommends the following:

Two (2) 4 TB Western digital read hard drives \$123.99 each (\$247.98 total).  
6 TB external hard drive \$125.00  
Synology DS 218+ NAS \$250.00 (network attached storage device (mini server)  
Total cost \$622.98 - City cost - \$311.49.

This configuration would effectively create a mini server just for the data. The City would use two hard drives in a raid array, which means that those two hard drives are identical copies of one another (these go inside the Synology DS). If one of the hard drives dies, the data remains safe on the other hard drive. The external hard drive is for making backups of the data. The external hard drive is slightly larger so that the City can keep multiple versions of the data, which is key for protecting against the growing threat of ransomware. The external hard drive is completely hidden from the network, meaning no malware can reach it. This whole setup provides data security, replication, backup and better protection against ransomware.

**Shelor Sexton moved and Becker seconded to encumber 311.49 for data hard drives and security. All in favor. Motion carried.**

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

There were no citizens in attendance.

#### 2018 Stormwater Annual Report

The report has been filed with KDHE, and is on the website for citizens to view.

#### March 16, 2019, Public Comment deadline for revised MS4 permit

Podrebarac reported that, although the City's permit has not expired, many other cities' permits, and the County's permit, have expired. KDHE is in the process of issuing new permits to all Kansas entities. The permit criteria in the new permits will change starting in 2020. The City will provide comments to KDHE regarding the draft permit.

#### Street Bids

The UBAS bid came in at \$212,000.00. The City will need to add an additional \$10,206.00 to pay for testing and site observation costs. Costs for repairs to the parking area at 50th & State Line will need to be added to the final contract as well.

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**Motion to adjourn by Shelor Sexton. Meeting adjourned at 8:39 p.m.**