

**MERRIAM CITY COUNCIL MINUTES  
CITY HALL  
9001 WEST 62<sup>ND</sup> STREET  
September 27, 2021  
7:00 P.M.**

**I. CALL TO ORDER - PLEDGE OF ALLEGIANCE**

Mayor Ken Sissom called the meeting to order at 7:00 pm.

**II. ROLL CALL**

Scott Diebold  
Chris Evans Hands  
Bruce Kaldahl via telephone  
Brian Knaff  
David Neal  
Bob Pape  
Jason Silvers  
Whitney Yadrich

Staff present: Ryan Denk, City Attorney; Jennifer Jones-Lacy, Assistant City Administrator; Jim MacDonald, Public Works Director; Jenna Gant, Communication and Public Engagement Manager; Bryan Dyer, Community Development Director; Donna Oliver, Finance Director; Bryan Dehner, Fire Chief; Anna Slocum, Parks & Recreation Director; Darren McLaughlin, Police Chief and Juli Pinnick, City Clerk.

**III. PUBLIC ITEMS**

Members of the public are encouraged to use this time to make comments about matters that do not appear on the agenda. Comments about items on the regular agenda will be taken as each item is considered. ***Please note: individuals making Public Comments will be limited to 5 minutes.*** In accordance with the *Governing Body Rules of Procedure*, the City reserves the right to refuse Public Comments that are personal, impertinent or slanderous.

There were no public comments.

**IV. CONSENT AGENDA**

All items listed under the heading are considered to be routine by the City Council and may be enacted by one motion. There will be no separate discussion of these

items unless a Councilmember so requests, in which case that item will be removed from the Consent Agenda and considered separate.

1. Consider approval of the minutes of the City Council meeting held September 13, 2021.
2. Consider bid award for repairs to Municipal Pipe Tool Co. for repairs to deteriorated storm water pipes at various locations.
3. Consider approval of a Final Plat located at 9405 W. 47<sup>th</sup> St.

**COUNCILMEMBER PAPE MOVED THAT THE COUNCIL APPROVE CONSENT AGENDA ITEMS 1-3. COUNCILMEMBER YADRICH SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

## **V. MAYOR'S REPORT**

Mayor Sissom commented that long-time resident and former Councilmember Chad Rowe recently passed away. Chad served on the council from 2009-2014. He stepped down from his council position when he moved out of the ward he represented. He continued to live in Merriam after that and remained active with the city through the Downtown Merriam Partnership and car show committee. He was a great community member who really cared about Merriam and will be missed.

1. Lifesaving award – Officer Nick Moeller

Police Chief Darren McLaughlin presented the Lifesaving Award to Police Officer Nick Moeller.

## **VI. PLANNING COMMISSION**

1. Consider approval of amendments to the Planning Commission By-laws.

Community Development Director Bryan Dyer provided the background for this item.

At their September 1, 2021 regular meeting, the Planning Commission unanimously approved amending their By-Laws. Attached are the “marked up” and “clean” versions of the amended By-Laws. The amended By-Laws are a result of a combination of Planning Commission and staff recommendations.

The following is a summary of the changes:

The language updates are changing “Chairman” to “Chairperson” and “he” or “his/her” to “they” or “their”

Changes to better reflect the city and Planning Commission’s practices

Revisions to allow the option of having “paperless” packets per the Planning Commission’s August 4<sup>th</sup> discussion

Revisions to allow the option of holding “virtual” meetings per the Planning Commission’s August 4<sup>th</sup> discussion

Removing language that is unclear and counter to state statutes and city ordinance

Revisions to allow the option of a Planning Commissioner to attend an in person Planning Commission meeting via telephone or virtual per the Planning Commission’s August 4<sup>th</sup> discussion

Per the By-Laws of the Merriam Planning Commission, the Planning Commission By-Laws must be submitted to the City Council for their review and confirmation.

**COUNCILMEMBER PAPE MOVED THAT THE COUNCIL CONFIRM THE AMENDMENTS TO THE PLANNING COMMISSION BY-LAWS. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

**VII. COUNCIL ITEMS**

1. Consider approval of an ordinance amending section 2-23 of the Merriam Code of Ordinances related to Governing Body meetings.

**COUNCILMEMBER YADRICH MOVED THAT THE COUNCIL APPROVE AN ORDINANCE AMENDING SECTION 2-23 OF THE MERRIAM CODE OF ORDINANCES. COUNCILMEMBER SILVERS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

2. Monthly Finance Report.

Finance Director Donna Oliver presented the Finance Report for the month of August.

3. Consider approval of an ordinance amending Chapter 26 of the Merriam Code of Ordinances related to stormwater best management practices (BMP).

**COUNCILMEMBER YADRICH MOVED THAT THE COUNCIL APPROVE AN ORDINANCE AMENDING CHAPTER 26 OF THE MERRIAM CODE OF**

**ORDINANCES. COUNCILMEMBER NEAL SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

4. Community Development Update.

Community Development Director Bryan Dyer commented that his department has been very busy with grants. The two Downtown Merriam Grant projects through MARC are finishing up the public input portion and the consultants should have the report from the public input very soon.

The Residential Exterior and Sustainability grants are wrapping up for this year with nearly all funds expended from both of these programs.

For 2022 the new driveway grant program will begin. This will be an income based program to help with repairs to driveways in disrepair or those driveways that are gravel to transition to hard surface driveways. Staff had identified many properties throughout the city with gravel driveways and are sending letters out to inform the residents of the new grant program. The program is income based and property owners must qualify for the grant funds. Applications will be received beginning October 4<sup>th</sup>.

**VIII. STAFF ITEMS**

Assistant City Administrator Jennifer Jones-Lacy reminded the Council that this Saturday is the Merriam Drive Live event. The day will begin with a 5k run then music and yard games in the afternoon. There is a low chance of rain so hopefully the weather will be good for this year's event.

The following Saturday will be the Community Recycling event. This year the event will be held at the Nations Holdings building on 67th St. Volunteers are still needed for the event. Contact Jenna Gant if you want to volunteer.

**IV. EXECUTIVE SESSION**

**V. ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL, COUNCILMEMBER PAPE MOVED TO ADJOURN AT 7:30 PM. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.**

APPROVED: October 11, 2021

Respectfully submitted,

*Juliana Pinnick*

City Clerk