

Regular Council Meeting
March 23, 2015

1. Mayor Scott Schultz called the meeting to order at 7:30 pm. Present were council members Bruce Swihart, Carla Lampe, Roger Jensen, Dale Weeks and Paula Keller. Also present were Police Chief Shane Guggenmos, City Attorney Mike Day, City Clerk Glorianne Milne and Lila Whitmore. Superintendent JR Landenberger was absent.

2. Minutes from the March 9 meeting were distributed and read. It was moved by Bruce and seconded by Carla to approve the minutes. Motion passed.

3. Consent Agenda: It was moved by Dale and seconded by Roger to approve the following items on the consent agenda: Permission for Clerk to renew First National Bank CD #18620; Permission for Clerk to pay US36 Dues of \$100. Motion passed.

4. Visitors:

a. Helen Dobbs –Helen informed the Council that the Kansas Small Business Development Outreach Center is now located at Colby Community College. She shared information on some of the resources they have available. She updated the Council regarding the Byway Program. At a recent meeting of the Kansas Byway Committee approval was given to go forward to establish the 12th Kansas Byway. The Byway begins in Sharon Springs and continues on Kansas Highway 27 through Goodland, Wheeler and St. Francis ending at the Kansas – Nebraska State line. At some point they will need a resolution from the City supporting the Byway. The only requirement other than a resolution is once a Byway is in place no off-premise signage will be allowed. Existing signage will be grandfathered in as long as it is kept in good condition.

b. Carl and Kate Jenkins – Mr. Jenkins explained their plans to expand the kitchen and remodel the back bedroom in the Spencer House Bed & Breakfast in order to provide their guests with additional meals and afternoon tea as well as offering catering and hosting special events. They will be obtaining the necessary license and permits. Council confirmed that there would be no additional variances required.

c. Eric Fiala – Mr. Fiala requested the Council to consider discontinuing the use of the siren which sounds daily at 7AM, noon and 6PM. After Mr. Fiala's presentation and some discussion, the Council agreed to silence the sirens for a two week trial period beginning April 1. Information will be sent out with the next utility bill and also included in the St. Francis Herald stating that during the trial period citizens should contact the City Clerk office to voice their opinions. The Council will re-address the issue at the April 13 meeting.

5. Police Report – Police Chief Shane Guggenmos reported on the vandalism at the Band Shell. He has a couple of possible leads but nothing solid. The Council gave permission to Shane to permanently loan the dart gun used to sedate animals to Dr. Judy Baxter, DVM at Republican Valley Veterinary Clinic. Dr. Baxter has the necessary skills to correctly utilize the dart gun and has agreed to assist the Police Department if needed to tranquilize an animal. Chief Guggenmos shared the new schedule that the Sheriff's Department and the Police Department are now following. The Council approved the new schedule. Chief Guggenmos indicated that the police department still needs to come up with 16 hours of training before July. He and Police Officer Wes Guggenmos will be attending some training in May. The Council gave permission to the Police Department to leave an unoccupied patrol car parked along River Road as a deterrent to speeders. It was moved by Paula and seconded by Bruce to approve the Police Report. Motion passed. Chief Guggenmos left the meeting.

6. New Business:

a. Senior Center Report – Art Krueger talked about recent remodeling which was completed at the Senior Center. He also provided a detailed financial report. He indicated that their insurance carrier had dropped their coverage and they have found it difficult to find affordable insurance. A policy was found through Neitzel Insurance but at a substantial increase in cost over the previous policy. There has been a decline in the number of people eating at the center. The Council thanked Mr. Krueger for his report.

b. Alumni Beer Garden – Kenny Bracelin requested permission from the Council to have a beer garden during the Alumni Celebration on June 20. The format will be the same as last year with the basketball court area being used for the beer garden. It was moved by Dale and seconded by Roger to approve a Special Event Cereal Malt Beverage License. Motion passed.

c. Kip Weise – Mr. Weise is working with Larry Lafferty and Amazing-E Entertainment from Colorado Springs to present two battle of the band competitions in St. Francis. The first will be a one-day event on May 23, Saturday of Memorial Day weekend. The second will be a two-day event on Labor Day weekend September 5 and 6. They are expecting 6 to 10 bands to perform. They would also like to have food vendors in and around the park and a beer garden in the bandshell area. After discussion it was moved by Roger and seconded by Carla to approve the Band Shell Rental applications with the understanding that music will not be played until after 1:00PM on Sunday September 6. Motion passed. It was then moved by Paula and seconded by Dale to approve a Special Event Cereal Malt Beverage license for the two events contingent upon Mr. Weise meeting with local law enforcement to discuss the logistics of the beer garden location and contingent upon Police Chief Guggenmos reporting back to the Council regarding the same. Motion passed.

d. KMEA Board of Directors – The Council appointed Bruce Swihart as Director #1 and Scott Schultz as Alternate to the KMEA Board of Directors.

e. Bank Accounts – It was moved by Bruce and seconded by Paula to remove Glorianne Milne as an authorized signer and as the online banking administrator and to add Lila Whitmore as an authorized signer and as the online banking administrator for the City of St. Francis accounts at Bankwest and First National Bank.

7. Old Business:

a. EMS building contract update – Mike Day will contact county attorney Karan Thadani for an update.

b. Grant update – The City Office will be sending out the LMI surveys this week with a return deadline of April 8. The surveys are due by April 30. JR is working with Miller & Associates to provide a Scope of Work by the deadline of March 31. Glorianne went over the list of deadlines. Corinna Cox will be writing the grant. The grants are between 100,000 and 350,000 with a 10% match from the city.

c. Keller pond update – Roger will make sure the trees are ordered.

d. Bird City recycling agreement – Mike Day will contact the Bird City Clerk to follow up on the status of the agreement.

e. Band shell update – Mayor Schultz indicated we are in wait mode now. Greg Kite is still working on it. Lin Schamburg plans to come out for another visit, but there are no other details at this time. Roger will contact Tom Rohr about replacing the Band Shell windows that are cracked.

8. Pool Report – Bruce reported that they will be meeting Thursday March 26 at 6:00 pm to interview pool manager and lifeguard applicants. Bruce had spoken to Tina Sager who indicated there might be a WSI class in Bird City to train lifeguards to be able to teach swimming lessons. Ann Burr will provide lifeguard certification training. It was moved by Roger and seconded by Dale to accept and file the pool report. Motion passed.

9. Building Permits – It was moved by Dale and seconded by Paula to approve the following building permits: Greg Potter – 415 W. Spencer, portable carport, extending eaves on house ; Gale Pittman – 409 South Quincy, carport; St. Francis Motorcycle Museum – 110 East Washington, Metal Building w/brick front; Dollar General – 615 West Business HWY36 – Pre-engineered Metal Building. Motion passed. It was also noted that the proposed opening date for the Dollar General store per the building permit application is 9/30/2015. It was moved by Roger and seconded by Carla to waive the building permit fee for the Motorcycle Museum. Motion passed.

10. Superintendent Report – Mayor Scott Schultz presented the report in the absence of Superintendent Landenberger. Jett and Dustin Fromholtz have requested the City to split the electricity service at the Dusty Farmer Restaurant and Motel since it will now be two different businesses. This is a costly electrical upgrade but one that JR believes the city should be responsible for since it is an upgrade to the existing service. The Council discussed whether the business could be charged the cost upfront to be put into escrow and then refunded or applied to utility payments once the business has opened. This will need to be confirmed with the auditors. The Council decided to revisit the policy at a later meeting in order to get input from Superintendent Landenberger. For the Fromholtz business it was decided to proceed as has been done in the past with the City paying for the upgrade. Sewer report - The contractor has looked at the dykes at the sewer ponds. There is no permit needed but we are waiting for KDHE approval. Job Applicant – JR would like to extend an offer of employment to Justin Gardner for a position with the city. The Council agreed JR could move forward with the hiring process.

11. Attorney Report – none

12. Clerk Report – Glori reported that a representative from Goodwill has requested permission to park a trailer at the recycling center for a week for the purpose of collecting donations. It was moved by Dale and seconded by Bruce to accept and file the clerk report. Motion passed.

13. Council Comments

Paula - informed the Council that she is still a member of the Assisted Living committee and she will be attending a webinar about a “green plan for assisted living”.

Dale – no comments

Scott – The handrails for Main Street have been finished and they are waiting for sleeves to be completed after which the handrails can be installed.

Carla - is investigating the possibility of installing canvas sail shades at the bandshell to provide much needed shade. Roger and Carla will both check further into options for this. Carla also asked if additional trash receptacles could be placed on Main Street. There was some discussion but no action taken. Carla also inquired about the status of the trees on main street. Mayor Schultz stated that the dead trees should be removed sometime this summer. Carla also mentioned that there is a lot of junk and trash on the property located behind the Equity and also the Empire Hotel. Mike stated he would visit with the owner of the property behind the Equity.

Bruce - none

14. Mayor Comments – Scott brought up the fact that people are once again dumping trash and other junk at the compost site at the recycling center.

10:18PM it was moved by Paula and seconded by Bruce to go into **Executive Session** for 10 minutes for personnel.

10:28PM it was moved by Roger and seconded by Bruce to come out of **Executive Session**.

It was moved by Paula and seconded by Bruce to accept the proposal from Superintendent Landenberger and City Clerk Glorianne Milne for individual employee pay raises and to approve a 3% raise for department heads. Motion passed.

15. Meeting Adjournment - It was moved by Bruce and Seconded by Paula to adjourn the meeting. Motion passed.

City Clerk