

Regular Council Meeting
July 27, 2015

1. **Mayor Scott Schultz called the meeting to order at 7:30pm.** Present were Council Members Bruce Swihart, Carla Lampe, Roger Jensen, Amanda Milne and Paula Keller. Also present were City Superintendent JR Landenberger, City Attorney Mike Day and City Clerk Lila Whitmore. Police Chief Shane Guggenmos was absent.
2. **Minutes** from the July 13 meeting were distributed and read. It was moved by Carla and seconded by Bruce to approve the minutes as read. Motion passed. Minutes from the July 20 Special Meeting were distributed and read. It was moved by Amanda and seconded by Paula to approve the minutes as read. Motion passed.
3. **Visitors: None**
4. **Police Report:** Chief Guggenmos was absent. Mayor Schultz stated that Shane will be taking off from work every other weekend for the next two months.
5. **New Pool Discussion.** Members of the Recreation Commission and the Citizens for a New Pool Committee were present. Attorney Day explained the plans that the Council had formulated at the last Council meeting. All were in agreement that there should be a special election initiated by the County Clerk whereby city electors would vote on the establishment of a charter ordinance which would authorize the creation of a public building commission consisting of members of the City Council and the Rec Commission. The PBC would have the authority to issue bonds up to a specified dollar amount. In addition electors of USD 297 would vote on whether or not they would be in favor of a mill levy increase for the Rec Commission. There are some issues that still need to be worked out. Attorney Day will continue to work with Kevin Cowan of Gilmore & Bell and will keep all parties updated on the progress made. The new pool will remain on the Council Agenda for future meetings.
6. **New Business:**
 - a. Prairieland Electric presented their proposal for the purchase of the City's electrical distribution system. JR will prepare an analysis of the proposal and will bring this back to the Council for review.
 - b. Ivonn Vargas, a victim's advocate from Options Domestic and Sexual Violence Services, met with the Council to explain the work they do and to share the statistics for Cheyenne County. It was moved by Paula and seconded by Bruce to support the organization with a \$2,000 donation. Motion passed.
 - c. Robert Grace, representing the theater board, talked to the Council regarding a failure with the main server for the theater's movie projection system. It was moved by Carla and seconded by Paula to approve the purchase of a new Dolby server for the price of \$5500 with funds from capital outlay. Motion passed.
7. **Old Business:**
 - a. **Trash/City Code Review** – The Council discussed the existing city code regarding trash service and the updates that need to be made. They reviewed a list of customer's who will be affected by a code change. Attorney Day will create a new City Ordinance to clarify the rules regarding trash service.
 - b. **"Friends of the Park" Grant** – Roger stated that he received a proposed bid of \$2200 for soda blasting the playground equipment. He is still looking for someone to do the bobcat work to level the area around the swing sets. JR will measure the border/barrier and get that ordered. Carla indicated that the actual work on the project will not start until after the Fair, which is August 5-8. At the County Commissioners meeting on July 15, the County agreed to give the City \$2400 for the project.
 - c. **Bandshell Sail Shades** – Paula shared an update from tenshon.com. Per the Council's request, Paula will contact the company to request tension data and specifications for poles and hardware.
8. **Budget Review:** After reviewing the final version of the budget, it was moved by Carla and seconded by Roger to publish the notice of public hearing for August 10 at 7:30pm. Motion passed.
9. **Pool Report:** Bruce reported that the pool will close on August 19. Bruce requested 2 minutes of executive session for personnel. It was moved by Roger and seconded by Amanda to accept and file the pool report. Motion passed.
10. **Building Permits:** There were no building permits submitted for approval.
11. **Superintendent Report:** a) The city crews have been busy with cleanup of leaves following the storms last week. b) JR has contacted the insurance agents regarding damage caused by the storms which includes 22 broken windows at the plant and broken street lights. c) JR reported that all parts for the handrails on

Washington Street have been received and the installation should be completed by this fall. **d)** There was discussion regarding utility trailers and campers parked for extended periods of time on city streets. This could be considered a violation of the nuisance section of the city code. JR requested the Council take a look around town and see if they believe it is an issue that needs to be addressed. **e)** Roy Harbach contacted JR asking for consideration to rezone property on South Frances between Frances and Parkway for a light manufacturing business. This would include construction of a 200' x 80' building with 18' high walls. The city code requires that an application be made to the board of zoning appeals (the City Council) and will require a blueprint of the proposed building be submitted for review as well. JR will let Mr. Harbach know what is needed. **f)** JR asked if the employees could have Friday afternoon of the fair off as was done last year. The Council agreed that the time off be allowed. It was moved by Amanda and seconded by Paula to accept and file the Superintendent's report. Motion passed.

12. Attorney Report: **a)** Attorney Day reported that the Ted McCoy property needs to be re-inspected to ensure compliance with city code. **b)** Royce Neitzel has been served an Order of Violation for the property located at 606 S. River **c)** Ty Faulkender with Bankwest has requested planters be installed where the trees have been removed from in front of the bank. JR will consider this request when he develops a plan for replacement of the trees and the Council will discuss it further at a later date. Bankwest would also like to move the time/temp sign but will need to submit a proposal to the Council for approval. It was moved by Paula and seconded by Amanda to accept and file the Attorney report. Motion passed.

13. Clerk Report – a) It was moved by Roger and seconded by Carla for the Mayor to sign a 3 year contract with Adams, Brown, Beran & Ball for audit and budget preparation services. Motion passed. **b)** Clerk Whitmore reported that she had been asked by Kay Shay if a variance would be needed if they run their real estate business from their home. The Council agreed that a zoning variance would be required. **c)** The City received a franchise fee from Midwest Energy for \$532.87. **d)** The City received a cost share check from Keller Ranch for \$2523.14. **e)** It was moved by Paula and seconded by Amanda to approve renewal of the City Animal Shelter license for \$200. Motion passed. **f)** Lila reported that the Cheyenne Bowl (Jenny Wright) has made a payment on their account. It is expected they will continue to do so. **g)** Lila reported that the City did not receive the Community Block Development Grant for the roadside park. The Hansen Grant application for the roadside park sign was also denied. **h)** Scott Thompson with the KDOL Division of Industrial Safety and Health will be in St. Francis on Tuesday August 11 at 10:00 AM to conduct a safety inspection. **i)** The Council discussed limiting time for visitors at the Council meetings. It was suggested that Clerk Whitmore add information to the agenda to state there would be a 5 minute limit for visitors to address the Council and also make the agenda available to all visitors as they enter. **j)** Clerk Whitmore requested 5 minutes of executive session for personnel. It was moved by Carla and seconded by Amanda to accept and file the Clerk report. Motion passed.

14. Council comments:

Paula – will be absent from the August 10 meeting.

Amanda - none

Roger – reported that he had attempted to visit with Ted McCoy regarding the concerns Mr. McCoy brought up at the last council meeting but has not yet been able to speak with him. There was discussion regarding the condition of the Empire Motel and also Mr. McCoy's property on Jackson Street. The Council agreed that the condition of the motel needs to be investigated along with the keeping of exotic animals therein. There is another property on 2nd street owned by Nicole Meyer that also has junk in the yard which needs to be investigated. Roger also recommended that police start issuing tickets for non-licensed vehicles that are parked on city streets. Attorney Day will visit with Chief Guggenmos to request he investigate the Empire Motel and also inventory non-licensed vehicles that are in violation of the city code (reference Chapter 8, Article 3). Roger also reported that the 6 month total for recycling last year at this time was 66.9 tons, and this year it is 90.5 tons, a significant increase.

Carla – none

Bruce – none

15. Mayor Comments –will be absent from the August 10 meeting.

- 16.** At 10:52pm it was moved by Roger and seconded by Amanda to adjourn to executive session for 2 minutes for personnel. At 10:54pm the Council came out of executive session. No action was taken.
- 17.** It was moved by Carla and second by Paula to go back into executive session for 5 minutes for personnel. At 11:00 the Council came out of executive session. It was moved by Bruce and seconded by Paula to approve payment of overtime in lieu of comp time for the current payroll for Police Chief Guggenmos. There will be further discussion regarding the use of comp time when Shane is present.
- 18.** Adjournment: It was moved by Paula and seconded by Amanda to adjourn the meeting. Motion passed.

City Clerk