

Regular Council Meeting
October 12, 2015

1. **Mayor Scott Schultz called the meeting to order at 7:30.** Present were Council Members Bruce Swihart, Carla Lampe, Roger Jensen, Amanda Milne and Paula Keller. Also present were City Superintendent JR Landenberger, Police Chief Shane Guggenmos, and City Clerk Lila Whitmore. Attorney Day was absent.
2. **Minutes** from the September 28th meeting were distributed and read. It was moved by Amanda and seconded by Paula to approve the minutes as read. Motion passed.
3. **Consent Agenda:** It was moved by Bruce and seconded by Carla to approve the following items from the Consent Agenda: Permission for Clerk to pay insurance at time of billing; Permission for Clerk to pay utilities at time of billing; Permission for Clerk to pay utility incentives before the 25th of the month; Permission for Clerk to pay theater bills when due. Motion passed.
4. **Visitors: None**
5. **Police Report:** **a)** Chief Guggenmos reported that Roger Sauer has made progress on his property at 121 W. Webster. **b)** The trailer issue is almost resolved. **c)** Chief Guggenmos requested 5 minutes of executive session for personnel. It was moved by Paula and seconded by Bruce to accept and file the police report. Motion passed.
6. **New Business: Theater Report** – Robert Grace reported that the theater cash balance is getting very low with the current balance being \$1864. Clerk Whitmore shared some charts showing the downward trend. There was considerable discussion regarding how to resolve the issue to avoid a possible cash violation in the budget. It was moved by Roger and seconded by Carla to allow the Clerk to pay the theater bills and expenses from the general fund as necessary until the end of the year. Motion passed. Lila will check with the auditors on the best way to do this and will also find out about making the theater a department in the general fund rather than a separate budgeted fund.
7. **Old Business:**
 - a. **Property Cleanup** – The trees at the Royce Neitzel property at 606 S. River are being removed.
 - b. **Ted McCoy** – Mr. McCoy informed the Council that he is withdrawing his request for a zoning variance on the property at 500 S. Benton.
 - c. **Highway 36 Lighting (Majestic/Dollar General)** – JR indicates that we have the lights, poles and breakaway bases but we will need to get a permit from the state. The council agreed that JR should move forward with installation of the lights as soon as he can.
8. **Executive Session** – At 8:22 Mayor Schultz called for executive session for 5 minutes for personnel matters of nonelected personnel. At 8:27 a motion was made by Paula and seconded by Amanda to come out of executive session. It was moved by Bruce and seconded by Carla to accept police officer Wesley Guggenmos's resignation. Motion passed. Police Chief Guggenmos left the meeting.
9. **Old Business (continued):**
 - d. **Bird City Recycling** – Roger reported that Bird City is moving forward with setting up their recycling center at their city shop and they have indicated they would like the baler to be able to do the cardboard.
 - e. **"Friends of the Park" Update** – Carla reported that the landscaping is done, the sod is cut and Teagan Callicrate will be leveling the dirt on October 13. The next step will be installing the border and the pea gravel.
 - f. **Bandshell Sail Shades Update** – Paula reported that tension.com is supposed to get in touch with JR to discuss the plans but they have not yet done so. The Council further discussed the proposed plans and recommended some possible modifications. Paula will follow up with her contact at tension.com.
 - g. **New Pool Update** – none, item will remain on the agenda
 - h. **Electrical Infrastructure Update** – Resources are just now becoming available. A few poles needed to be added but will not increase the cost. Wire has not yet been received.
 - i. **5-year plan** – nothing new, item will remain on the agenda
 - j. **Review of City Code book chapters** – The Council agreed that getting together for a work session separate from a regular council meeting would be a good idea as this task will take some time. Clerk Whitmore will touch base with Attorney Day to discuss and decide on a date.
10. **Building Permits:** It was moved by Roger and seconded by Amanda to approve the following building permits: Eagle Store, remove and replace parking lot; pending JR's approval: Ian DeWaal – 211 N. Ash, enclose existing covered patio. Motion passed.

- 11. Superintendent Report:** **a)** Pallet fences have become a problem. JR requested Amanda Miller with the St. Francis Herald get the word out so the community is aware of the Council's decision not to allow fences constructed of pallets within the city limits. **b)** JR presented data on two possible pickups to purchase. It was moved by Roger and seconded by Paula to approve the purchase of a pickup with funds from equipment reserve, not to exceed \$30,000. Motion passed. **c)** JR did not sign the contract with Roofmasters that had been approved at the previous meeting. Upon further investigation he had found that the estimate was not in line with the estimate from the insurance adjuster. JR is getting a bid from another company and will also talk to the insurance adjuster. **d)** Reclosure controllers are on order and should be installed this fall. **e)** A letter has been sent to Prairieland declining their offer for purchase of the city's electrical infrastructure. **f)** JR reported on the KDOL safety inspection report. The deadline for compliance is November 16th and we are approximately 1/3 of the way thru the corrections noted on the report. They are primarily minor issues. It was moved by Bruce and seconded by Amanda to accept and file the superintendent report. Motion passed. **g)** JR presented two quotes for the roadside park furnace: Comfort Source - York 100,000BTU \$2612; Neitzel Plumbing and Heating – Coleman 100,000BTU \$1395. It was moved by Roger and seconded by Paula to accept the lower bid from Neitzel Plumbing and Heating. Motion passed. JR also pointed out that the roadside park is typically closed around Halloween and opened again in the spring, but since the facility is heated year round there isn't really a reason to close it. The Council agreed to keep it open during the winter months.
- 12. Attorney Report:** Attorney Day was absent from the meeting.
- 13. Clerk Report – a)** A motion was made by Carla and seconded by Roger to approve the tree trim license for Infinite Connections/Kerry Dunker. Motion passed. **b)** It was moved by Bruce and seconded by Amanda to approve the trash waiver for CLAS Family LLC. Motion passed with Carla abstaining. **c)** Council members signed the First National Bank business card access agreement. **d)** It was moved by Amanda and seconded by Carla for the Mayor and Council President to sign a letter of support for the proposed public transportation initiative. Motion passed. At the June 22, 2015 council meeting, \$10,700 was allocated in the 2016 budget for this project. Carol Sloper is in the process of applying for grant funds. **e)** It was moved by Bruce and seconded by Paula for Lila to have the donation plaque that hangs in the City Hall office updated with the names of past donors. The cost will be approximately \$325 for the engraving. Motion passed. It was moved by Paula and seconded by Carla to accept and file the Clerk report. Motion passed.
- 14. Council comments:**
- Paula – none
Amanda – none
Roger – none
Carla – Carla and Paula talked about the need for a committee to look at improving the downtown area, to include people with certain areas of expertise such as a horticulturist. The Council agreed that Paula and Carla could move forward with organizing a committee of business owners, a horticulturist and other interested parties.
Bruce – none
- 15. Mayor Comments –** Mayor Schultz requested JR to continue looking at properties in town requiring cleanup. There are numerous properties that need attention.
- 16.** All bills on **Ordinance #983** were reviewed. It was moved by Bruce and seconded by Carla to approve the bills in the amount of \$226,622.32. Motion passed.
- 17. Adjournment:** A motion was made by Roger and seconded by Carla to adjourn the meeting. Motion passed.

City Clerk