

Regular Council Meeting  
November 23, 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, City Attorney Mike Day, Police Chief Shane Guggenmos and City Clerk Lila Whitmore.
2. **Minutes** from the November 9th meeting were distributed and read. It was moved by Amanda and seconded by Bruce to approve the minutes as read. Motion passed.
3. **Consent Agenda:** It was moved by Bruce and seconded by Amanda to approve the following item from the Consent Agenda: Permission for Clerk to renew First National Bank CD 18382. Motion passed.
4. **Visitors: Ted McCoy** was touching base with the Council to confirm that there were no concerns from the City regarding the property line behind the Empire Motel. JR explained that there is not a city alley behind the building and it is all private property.
5. **Police Report: a)** Chief Guggenmos shared two applications that have been received for the police officer position. The Council requested Clerk Whitmore assist Shane in investigating other means of advertising for the position and expanding the search area in an effort to get more applications. The Council also instructed Shane to contact one of the potential candidates and conduct an initial interview and also find out if the academy gives credit for military police training. Amanda asked about the redacted logs. Shane stated he has not had time to redact them. It was moved by Paula and seconded by Bruce to accept and file the police report. Motion passed.
6. **New Business: none**
7. **Old Business:**
  - a. **Property Cleanup** – Mike stated that the Goodell Greenhouse property will be on the delinquent tax sale. JR will put together a list of properties still needing attention. Amanda will get a list of the properties on the delinquent tax list per Carla's request.
  - b. **Pending Projects:**
    - **"Friends of the Park"** – It was moved by Amanda and seconded by Roger to approve the purchase of border to replace the old border on the west side of the playground area at a cost of \$900 or less. Motion passed.
    - **Bandshell Sail Shades** – a representative from Tenshon.com contacted JR. JR provided input to them and the company will be submitting updated plans for the sail shades that may better suit our needs.
    - **Bird City Recycling** – Roger stated that Bird City is getting close to being able to bale their cardboard. Roger has offered for Earl or one of our other employees to show them how to use the baler.
    - **Roadside Park Electrical Hookups** – no current updates on cost. Carla is going to draw up plans for possible locations for the hookups.
    - **Verizon / AT&T Lease** – Attorney Day has sent another letter to AT&T. He has not heard back from Verizon or AT&T.
    - **Pool Repair/Painting** – JR will confirm that Torrey brothers will be sandblasting and painting the pool in the Spring (March timeframe).
    - **Metal Coverings for Grates on Washington Street** – All but 3 of the holes have been filled with heavy rock. Work continues.
    - **Sewer Leveling System Repair** – JR reported that Miller and Associates has submitted the plan to KDHE for approval. JR has received two bids on the project and he will bring them before the Council once the project has been approved by KDHE.
    - **Electrical Infrastructure** – Prairieland has made significant progress.
    - **New Pool Update** – Attorney Day stated that the School Board approved the resolution for the Rec Commission to raise their mills. It will be published in the paper and will be subject to a protest vote. At the next Council meeting Mike will submit a charter ordinance for creation of a public building commission.
    - **Washington Street Beautification Committee** – Scott requested that painting of the light poles be added to this project.

- **Revisit Existing Business Electrical Upgrade Policy** – JR and Mike will create a new policy to present to the Council.
  - **Fall Cleanup Review** – totals have not yet been calculated.
  - **Recodification** – Mike reminded Council members to read and review their assigned chapters prior to the special meeting that will be held December 1<sup>st</sup>. Per recommendation from JR and Mike, it was moved by Roger and seconded by Amanda to purchase the latest editions of the Universal Building Code, Fire Code, Electrical Code, Plumbing Code and Housing Code at a cost of approximately \$2400. Motion passed.
  - Police Chief Guggenmos left the meeting.
8. **Building Permits:** It was moved by Roger and seconded by Paula to approve the following building permits: Dan Blair – 611 S. Scott, shed; Bruce Swihart – 118 E. 2nd, replace fence. Motion passed.
  9. **Superintendent Report:** **a)** Superintendent Landenberger has spoken to Ronnie Krien to let him know he would need to bring before the Council his proposal for purchase of the city owned property he is interested in. **b)** Hydrants have been repaired. JR talked about the possibility of purchasing the equipment that is needed to perform such repairs as opposed to hiring it done. It would potentially be more cost effective. No decision was made. **c)** All but 3 of the metal grate holes on Washington Street have been filled with heavy rock. Work continues and should be done by the light parade. **d)** The City crews have put up all of the Christmas lights. **e)** JR has spoken to the property owner regarding the rezoning of the property along HW 36 between U-Save Liquor and the Eagle store. The property owner understands he will need to present an application to the Council for the property to be rezoned from residential to commercial. **e)** It was moved by Carla and seconded by Roger to authorize JR to replace the furnace at the north roadside park at a cost of \$1395. Motion passed. **f)** There was some discussion as to what to do with the 1972 firetruck that is not useable as a firetruck but is being stored. No decisions were made. **g)** JR attended the County special meeting regarding health insurance. JR shared his insights with the Council. It was moved by Amanda and seconded by Bruce to accept and file the Superintendent report. Motion passed.
  10. **Attorney Report:** no updates
  11. **Clerk Report** – **a)** Clerk Whitmore reported that Carol Sloper had resubmitted the grant request to the Hansen Foundation for updating roadside park signage. The grant has been approved and Helen Dobbs will be addressing the Council at the December 14<sup>th</sup> meeting with a progress report. **b)** Lila presented to all council members a letter and a survey from Carol Sloper with regards to the public transportation grant that she is working on. **c)** The Mayor signed the call for the special of the governing body: A special meeting of the governing body is hereby called to be held at the offices of Kite & Day, 112 West Washington, on December 1, 2015 at 5:00 o'clock, p.m., the object of said meeting being Recodification Work Session. **d)** It was moved by Roger and seconded by Amanda to approve the cereal malt beverage license for 2016 from Pizza Hut. Motion passed. **e)** Plans were finalized for the Christmas party/employee recognition. It was moved by Bruce and seconded by Paula to accept and file the Clerk report. Motion passed.
  12. **Council comments:** Paula – none, Amanda – requested an executive session for personnel, Roger – none, Carla – none, Bruce – none
  13. **Mayor Comments** – none
  14. Attorney Day and Superintendent Landenberger left the meeting
  15. **Executive Session** - At 8:52pm it was moved by Roger and seconded by Paula to adjourn to executive session for personnel. At 9:16 it was moved by Amanda and seconded by Paula to come out of executive session. Paula will be contacting Police Chief Shane Guggenmos to discuss the concerns expressed during executive session.
  16. **Adjournment:** A motion was made by Roger and seconded by Carla to adjourn the meeting. Motion passed.

Special Council Meeting - Draft  
December 1, 2015

Mayor Scott Schultz called the special meeting to order at 5:00. 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. The purpose of the meeting was a recodification work session. All chapters in the city code book were reviewed and discussed. Some minor changes and corrections in spelling and grammar were recommended. Attorney Day's office will make the corrections and present the updated city code book for approval at the December 14<sup>th</sup> council meeting. At 9:00pm it was moved by Bruce and seconded by Carla to adjourn the meeting. Motion passed.

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City Clerk