

Regular Council Meeting
December 14, 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 23rd meeting and the December 1 special meeting were distributed and read. It was moved by Bruce and seconded by Amanda to approve the minutes as read. Motion passed.
3. **Consent Agenda:** It was moved by Carla and seconded by Paula 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:** **Helen Dobbs** with the Cheyenne County Development Corporation brought the Council up to date on the grant for the roadside park signage upgrade. This is a Hansen Foundation grant for \$2380. Painting will need to be deferred until the spring. She asked the Council members to stop by the park and provide her with input as to what they would like to see done to improve the signs. She spoke about the neighborhood revitalization tax rebate program. She will meet with the county commissioners and a public hearing will be held on December 31st to approve the renewal of the program. The Scenic Byway initiative is moving along ahead of schedule and should be completed in January.
5. **Police Report:** a) Chief Guggenmos updated the council on the trailer and truck parking issues that have not yet been resolved. He is still working on them. Shane indicated he was not able to complete an interview with the potential candidates who had turned in applications. He has received one additional application and has spoken to one other potential candidate who has not yet turned in an application. It was moved by Paula and seconded by Carla to accept and file the police report. Motion passed. Chief Guggenmos left the meeting.
6. **New Business:**
 - **Ron Krien** – Mr. Krien had submitted a written proposal for the purchase of city owned property along Gun Club Road. Attorney Day indicated that a survey should be done and suggested that in exchange for Mr. Krien paying for the survey the City could deed the property to him at no additional cost. Councilman Jensen will touch base with Mr. Krien to see if he would be interested in the proposal.
 - It was moved by Roger and seconded by Amanda to approve the application for utility incentives of \$100 a month for 6 months for **Play Parts, Inc. / Robin Francis**. Motion passed.
 - It was moved by Amanda and seconded by Bruce to approve the tree trim license application for **Able Tree Service**. Motion passed.
 - It was moved by Amanda and seconded by Paula to approve the **cereal malt beverage licenses** for the following: Majestic Service / Robert Erskin; Old Iron Pub / S & F Ventures; Diamond R / Michael Reed; Eagle Convenience Store / Colorado Retail Ventures. Motion passed.
 - Clerk Whitmore gave the Council copies of the proposed changes to the **Personnel Policy**. There are still some sections that need to be updated. There will be further discussion on the policy once all modifications have been made and the council has had time to review.
 - Clerk Whitmore presented the proposed **delinquent utility bill policy** for review. The Council requested the policy include information regarding late fees. Clerk Whitmore will amend the policy and resubmit for final approval at the December 28th Council meeting.
 - It was moved by Roger and seconded by Bruce to approve **Charter Ordinance No. 2015-2: A CHARTER ORDINANCE OF CITY OF ST. FRANCIS, KANSAS EXEMPTING SUCH CITY FROM THE PROVISIONS OF K.S.A. 12-1758, K.S.A. 12-1760 AND K.S.A. 12-1767 RELATING TO PUBLIC BUILDING COMMISSIONS AND THE ISSUANCE OF REVENUE BONDS THEREBY; AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS RELATING THERETO, INCLUDING A PROVISION THAT AUTHORIZES A CITY OF ST. FRANCIS, KANSAS PUBLIC BUILDING COMMISSION TO ISSUE REVENUE BONDS TO FINANCE SWIMMING POOL IMPROVEMENTS FOR THE CITY.** Keller – Aye; Milne – Aye; Jensen – Aye; Lampe – Aye; Swihart – Aye. Motion passed.

- Attorney Day indicated that protest petitions have been distributed to the 3 banks and the City office. We have met the required 64 signatures, but we are still trying to get more. The vote will take place on March 8th. At this point there needs to be a public information campaign to promote and explain to the public what the vote is for. The Council agreed that the new pool committee should be part of this process. Attorney Day will send an invitation to this committee to attend the January 11th council meeting to discuss.

7. Old Business:

- Property Cleanup** – JR will be sending out letters to four property owners regarding abandoned vehicles and junk in the yard in violation of city code. There are numerous other properties needing attention and he is still working on the list.
- Recodification** – It was moved by Amanda and seconded by Carla to approve Ordinance No. 601: AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CODIFICATION OF THE GENERAL ORDINANCES OF THE CITY OF ST. FRANCIS, KANSAS, AND THE PUBLICATION OF SUCH CODIFICATION IN PERMANENTLY BOUND OR LOOSELEAF BOOK FORM. Keller – Aye; Milne – Aye, Jensen – Aye; Lampe – Aye; Swihart – Aye. Motion passed.
- Pending Projects:**
 - **Bandshell Sail Shades** – still waiting on an update from tenshon.com. Paula will follow up.
 - **Verizon / AT&T Lease** – Attorney Day has sent letters and made contact with a representative from AT&T and she will be trying to find out what the status is.
 - **Electrical Infrastructure** – The section of the well line project that had been contracted with Prairie Land to repair has been completed. This is a section that goes across country where there is no road. There is more electrical infrastructure work that will need to be completed in 2016.
 - **Washington Street Beautification Committee** – Carla and Paula are working on setting up the committee and hope to begin moving forward with this after the first of the year.

8. Building Permits: None

- Superintendent Report:**
 - a)** Superintendent Landenberger indicated that McCormick Excavation has completed the crack filling on Denison Street. Extra material was available and work was also completed on other streets needing repair.
 - b)** JR contacted Torrey bothers regarding the pool painting. They will be out after the first of the year to assess the situation.
 - c)** There are ongoing trash issues with customer's who are not tying the bags and also are using bags that are not strong enough to hold trash and therefore break when being picked up. There is also a problem with illegal dumping (people putting trash in other people's dumpsters). It was moved by Bruce and seconded by Paula to accept and file the Superintendent report. Motion passed.
- Attorney Report:** Dollar General had previously made a request to extend Cherry Street across highway 36 and into their property. They have submitted a certified Cherry Street extension with the State. It was moved by Bruce and seconded by Roger to approve **Resolution 2015-3: A RESOLUTION BY THE CITY OF ST. FRANCIS, KANSAS ACCEPTING AND APPROVING A PLAT EXTENDING CHERRY STREET SOUTH AND THE DEDICATION OF THE SAME AS A CITY STREET.** Motion passed. It was moved by Amanda and seconded by Paula to accept and file the attorney report. Motion passed.
- Clerk Report** – It was moved by Carla and seconded by Amanda to pay the 2016 League of Kansas Municipalities Dues and Subscriptions for \$688.53. Motion passed. It was moved by Roger and seconded by Bruce to accept and file the Clerk report. Motion passed.
- Council comments:** Paula – Brought the Council up to date on the assisted living project, Amanda – shared the list of properties having delinquent taxes, Roger – none, Carla – none, Bruce – none. JR – let the Council know that two customers have been served papers for theft of services.
- Mayor Comments** – none
- Attorney Day and Superintendent Landenberger left the meeting.
- All bills on **Ordinance #985** were reviewed. It was moved by Bruce and seconded by Paula to approve the bills in the amount of \$276,877.43. Motion passed.

16. Executive Session - At 9:20 pm it was moved by Roger and seconded by Amanda to adjourn to executive session for personnel. At 9:58 it was moved by Carla and seconded by Bruce to come out of executive session. No decisions were made.

17. Adjournment: A motion was made by Paula and seconded by Bruce to adjourn the meeting. Motion passed.

City Clerk