

Regular Council Meeting
February 22, 2016

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, City Clerk Lila Whitmore and Police Chief Shane Guggenmos.
2. **Minutes** from the February 8th meeting were distributed and read. There was one correction to the minutes. It was moved by Carla and seconded by Roger to approve the minutes as corrected. Motion passed.
3. **Visitors:** None
4. **Police Report:** Chief Guggenmos asked the Council to consider adding a new police vehicle to the 5-year plan. One of the current vehicles has over 100,000 miles on it. Shane found two retired 2014 state patrol vehicles with all-wheel drive and approximately 50000 miles at a cost of \$21500 each. Shane also had a quote of \$8700 to get one of the spare vehicles ready to go with the necessary paint, decals and equipment. This car has a little over 30,000 miles. Since this vehicle has been sitting for some time the council instructed Shane to have a mechanic look at it and determine if there are any major issues and if so what it would cost to fix them. The Council will then revisit this topic at the next meeting. It was moved by Bruce and seconded by Amanda to accept and file the police report. Motion passed. Chief Guggenmos left the meeting.
5. **New Business:**
 - a. Kenny Bracelin, representing the Alumni Association, was present to request the Council's permission to have a beer garden during the Alumni celebration on June 18. The format will be the same as last year with the basketball court area being used for the beer garden. It was moved by Roger and seconded by Carla to approve a beer garden for the alumni celebration. Motion passed. The Alumni Association will need to submit an application for a Special Event Cereal Malt Beverage License.
6. **Attorney Report:** a) Attorney Day updated the Council regarding the cost of insurance for the Motorcycle Museum. Kelly Frewen with Frewen Insurance has indicated it is difficult to find a company that will insure a museum. Roxie Neitzel is checking with Employer's Mutual (EMC), the City's current insurance company. If the building is under the city's insurance it would be easier to find a company that will issue a policy. It is Mr. Frewen's recommendation that the city maintain the insurance of the building for the coming year and re-evaluate it at renewal in April of 2017. This would be of no cost for the city as the museum will be paying for the coverage. They are also checking with the motorcycle museum in Marquette to see what they do for insurance. Attorney Day will update the Council at the next meeting. b) Attorney Day reported that the Court of Appeals has recently rendered a decision in the Phillip J. Wolters vs. The City of St. Francis workers compensation claim in favor of the City. c) Attorney Day drafted a letter to be sent to the St. Francis Herald to clarify the City's position with regards to the new pool and to explain the process that the City has gone through to arrive at its decision for funding of the pool. All Council members signed the letter. It was moved by Bruce and seconded by Carla to accept and file the attorney report. Motion passed. Attorney Day left the meeting.
7. **New Business Continued:**
 - a. Alejandra Juarez with Blue Cross Blue Shield of Kansas discussed health insurance costs with the Council. Following her presentation, it was moved by Amanda and seconded by Paula to sign the Blue Cross Blue Shield contract for plan year 2016-2017. Motion passed. City Contributions to the Health Savings Account of those employees taking the high deductible health plan will be: Employee - \$932, Employee/Child - \$1868, Employee/Spouse - \$2004, Employee/Family - \$2940. This is the difference between the premium of the Comprehensive Major Medical and the premium for the High Deductible Plan. The Council also agreed that the dental plan could be offered to the Employees, as it would be a supplemental plan paid for through employee payroll deductions.
 - b. With the Council's approval and consent, the Mayor made the following appointments to the pool board: Kevin Lampe, Margaret Poling, Larry Finley, Jenny Busse, JR Landenberger, and Bruce Swihart.
 - c. The Mayor appointed Dan Blair as the primary voting delegate and John Larson as the alternate for the 2016 Kansas Rural Water Association meeting in Wichita on March 31.
8. **Old Business:**

- a. **Property Cleanup** – Mike will be sending out letters for some additional properties that need attention. There was some discussion regarding the transient guest tax and what the City has received from the state. Clerk Whitmore will bring this information to the next meeting.
 - b. **Pending Projects:**
 - Keller Pond** – Roger and Jr will be meeting with Carol Sloper and others in March to discuss moving forward on the trails grant.
 - Roadside Park Electrical Hookups** – Carla and Jr are working on this.
 - Bandshell Sail Shades** – Paula is still in contact with tenshon.com but no new updates.
 - Washington Street Beautification Project** – The committee plans to meet next week.
 - Parking of RVs on City Streets** - Carla was approached by a citizen regarding allowing the parking of campers on the city streets during the summer months and asked that this topic be placed on our pending projects list or on the agenda for the next meeting.
9. **Building Permits** – It was moved by Amanda and seconded by Carla to approve the following building permits: Lauer Brothers – 614B West Business US Hwy 36, remodel of building; Janet White – 206 W. Jackson, tear down old garage (Razing Permit). Motion passed.
 10. **Superintendent Report** – a) It was moved by Amanda and seconded by Bruce to authorize JR to spend up to \$5000 from the utility fund for the purchase of led lights to keep in stock for use as needed. Motion passed. b) There is a section of property along the frontage road between Colledge and Frances that is currently zoned residential. The Council agreed it would make more sense to make this section residential/commercial as the surrounding properties are zoned commercial. JR will get with Mike to have the description amended for the code book. c) The City crew removed the other large dead tree from the park. JR requested 5 minutes of executive session for personnel. It was moved by Carla and seconded by Paula to accept and file the Superintendent report. Motion passed
 11. **Clerk Report** – a) Clerk Whitmore handed out copies of the Personnel Policy with recommended changes and requested the Council review the document so that it can be discussed and finalized at the March 14th meeting. b) Lila asked how to handle utility incentives for a customer who is receiving incentives but is consistently late paying their bill. The Council agreed that the policy should be changed to reflect that utility incentives will be forfeited if an account is delinquent. Clerk Whitmore will get with Attorney Day to make this change. c) It was moved by Amanda and seconded by Paula to add the Mayor and Council President to the list of authorized signers for the accounts held at First National Bank and to increase the number of required signers to “2” for the collections account and petty cash. Motion passed with Carla abstaining. d) It was moved by Roger and seconded by Paula to approve renewal of the trash waiver for CLAS Family LLC for the property at 216 ½ Webster. This is the address for the basement of an apartment complex. Each apartment has its own trash service. Motion passed with Carla abstaining. It was moved by Amanda and seconded by Carla to accept and file the clerk report. Motion passed.
 12. **Council comments:** Paula – none, Amanda – none, Roger – requested executive session for personnel, Carla –none, Bruce – none
 13. **Mayor Comments** – none
 14. At 9:45 it was moved by Amanda and seconded by Roger to adjourn to **executive session** for personnel.
 15. At 9:50 it was moved by Carla and seconded by Bruce to come out of **executive session**. No action was taken.
 16. At 9:52 it was moved by Paula and seconded by Amanda to adjourn to **executive session** for personnel.
 17. At 10:13 it was moved by Roger and seconded by Amanda to come out of **executive session**. No action was taken.
 18. **Adjournment:** A motion was made by Carla and seconded by Amanda to adjourn the meeting. Motion passed.