

Regular Council Meeting
May 23, 2016

1. **Mayor Scott Schultz called the meeting to order at 7:30.** Present were Council Members Bruce Swihart, Carla Lampe, Roger Jensen and Paula Keller. Also present were City Superintendent JR Landenberger, City Attorney Mike Day, Police Chief Darrell Thomas and City Clerk Lila Whitmore. Council member Amanda Milne was absent.
2. **Minutes** from the May 9th meeting were distributed and read. It was moved by Bruce and seconded by Paula to approve the minutes as presented. Motion passed.
3. **Consent Agenda** – It was moved by Paula and seconded by Roger to approve the following item on the Consent Agenda: Permission for Clerk to renew First National Bank CD #18382. Motion passed.
4. **Visitors:** None
5. **New Business – Eagle Communications:** Marty Melia presented information to the Council regarding Eagle Communications' efforts to bring high speed internet to the residents of St. Francis. They will be applying for a grant from the USDA which requires that the City provide a location to serve as a Critical Community Event Center that would be open regular business hours during the week, one evening a week and Saturday mornings. The event center would need to have computers available for public use accessible during those times. The library is the recommended location. Eagle Communications would pay for the cost of the computer equipment and for the salaries for library employees to work the extended hours. It was moved by Roger and seconded by Carla to approve the St. Francis Library as the Event Center, pending formal approval by the library board. Motion passed. Mr. Melia also requested that Council members provide letters of support.
6. **Police Report:** Chief Thomas reported that the training he attended in Dodge City was excellent. He gave an update regarding the Enterpol software which has a setup date of August 21. He will need to purchase one new computer for this in addition to the server that comes with the package. He expects it will cost around \$500. There are several cases still being worked. The sheriff's department has offered the police department two body worn cameras. The only cost will be an annual fee of \$75 per camera for the software. Chief Thomas requested 10 minutes of executive session for personnel. It was moved by Bruce and seconded by Paula to accept and file the police report. Motion passed.
7. **New Business Continued:**
 - a. **Community Safe room** – On behalf of Carol Sloper, grant writer, Carla talked about the need for the city to designate a location for the community safe room in order to move forward in the grant application process. It was initially to be housed in the new assisted living facility but those plans are no longer going to work. Carla shared the specifications of the safe room that is being proposed. It was moved by Bruce and seconded by Carla to approve a site at the roadside park behind the EMS building as a potential location for the safe room and to provide the site preparation that is needed to support the building including leveling the site and bringing in electricity and water. Motion passed.
8. **Old Business:**
 - a. **Property Cleanup** – Cleanup of weeds is ongoing.
 - b. **Hill Trash Service Contract** – It was moved by Paula and seconded by Bruce to approve the one year contract with Hill Trash Service, which will begin on June 7. Motion passed.
 - c. **Pending Projects:**
 - Verizon Lease** – JR is expecting to receive an updated contract from Verizon agreeing to pay the same tower rent fee that AT&T is paying, which is \$500 per month.
 - Roadside Park Electric Hookups** – JR is expecting an itemized list "not to exceed \$10000" to complete the work of 8 hookups in 4 locations.
 - Scout Hut siding** – Kevin Bowan completed a test blasting of the siding at the scout hut and will be providing an estimate for the cost to do the entire building.
 - Pool Repair and Painting** – This will be removed from the pending projects list. Painting was not done, but with the new pool being built there is no need for it at this point.
 - Library Roof Repair** – JR has been in contact with Roof Pros who have been in touch with the insurance adjuster. They are waiting for confirmation back from EMC as to the additional amount of

insurance funds that will be paid. The bid from Roof Pros is for \$32,139.55. The Council agreed that JR could move ahead with the repairs of the library roof, fascia and windows with the contract with Roof Pros as long as EMC insurance agrees to pay the remaining amount of the bid above what has already been paid to the City.

Washington Street Beautification Project – The committee met and has come up with a drawing of a proposed plan. Paula and Carla talked about getting flower pots for some of the corners. The pots would cost approximately \$1000 each. There was considerable discussion but no decisions were made. Paula will talk to Dana Belshe about trimming/pruning the existing trees.

- 9. Pool Report** – Ann Burr will be providing the lifeguard training which begins May 24. The pool will open on Friday, May 27. Admission prices and pool hours will remain the same. Margaret Poling, who is WSI and Red Cross certified, will be teaching all lessons. It was moved by Carla and seconded by Paula to accept and file the pool report. Motion passed.
- 10. Public Building Commission Report** – The PBC has selected the grade school playground as their first choice for the location of the new pool pending approval from the school board. There was discussion regarding the bond issue and other details. It was moved by Paula and seconded by Bruce to accept and file the PBC report. Motion passed.
- 11. Building Permits** – It was moved by Roger and seconded by Carla to approve the following building permits: Lannie Robbins – 217 E. North, fence and building addition; Merlyn Sherlock – 219 W. Second, patio cover; Steve Jenkins – 304 W. Spencer, replace sidewalk; Melvin Confer – 514 S. River, replace driveway. Motion passed.
- 12. Superintendent Report** – **a)** Michelle Wolff at the library has indicated they do not have any memorial funds that can be used to purchase a picnic table. JR recommended a particular type of picnic table for \$759 but it is not very aesthetically pleasing. The Council asked JR to talk with Michelle to confirm what kind of table she is wanting. **b)** JR indicates he believes the school board will vote at their next meeting to approve paying 10% of the cost for the repairs of the college street asphalt work. However, the work needs to be done regardless of their decision. At the May 9 meeting the Council had made a motion to accept the bid from McCormick Excavation and Paving contingent upon the school district approving funding a portion of it. The Council agreed JR could move ahead with the project. **c)** The City still has the old grader at Yost. The City has been offered \$500 for it. Council approved to accept this. **d)** The surveys along First Street have been completed but JR has not yet received the final report from Miller & Associates. **e)** JR showed the Council some new heavy duty street signs. The Council gave approval for JR to replace signs that are currently missing and then begin replacing all signs, starting with primary streets such as College, River and Washington. The cost is \$123 per intersection. **f)** JR is looking into a purchasing a new pool vacuum that would be more efficient and could be used with the new pool as well. It was moved by Paula and seconded by Carla to accept and file the Superintendent report. Motion passed.
- 13. Attorney Report** – Attorney Day reported that he has received numerous complaints regarding the Empire Motel. He will be investigating possible action that the City might be able to take. It was moved by Bruce and seconded by Roger to accept and file the Attorney report. Motion passed.
- 14. Clerk Report** – **a)** It was moved by Paula and seconded by Carla for Helen Dobbs to move forward with applying for additional grant funds from the Hansen Foundation to install a message Kiosk at the roadside park. There would be no cost to the City. Motion passed. **b)** Kary Zwegardt has agreed to serve on the Roadside Park Board. **c)** The City received a franchise fee from Midwest Energy for \$1088.98. We also received reimbursement of \$2002.00 from Bill Keller/Stanion Electric for LDB Landscape architecture fees for Keller Pond. **d)** It was moved by Bruce and seconded by Roger to allow the Bike Across Kansas participants to camp at Sawhill Park on June 3. Motion passed. Lila let the Council know that she and Jen will be handing out bottled water from the City and welcoming the participants to St. Francis at the registration at the high school. **e)** Jessica Nelsen returned the appropriate number of signatures required for her zoning variance request. **f)** Clerk Whitmore gave a sample bee keeping ordinance to Margaret Lister. If they decide to pursue it they will come to a future Council meeting. **g)** It was moved by Roger and seconded by Paula to transfer the Hansen Foundation Grant funds of \$300,000.00 for the new swimming pool to the Public Building Commission. Motion passed. **h)** Lila reported that the auditors were here May 18 and 19 and it had gone

smoothly. **i)** It was moved by Carla and seconded by Bruce for the City Clerk to purchase a new invoice scanner for \$1,540. Motion passed. It was moved by Roger and seconded by Carla to accept and file the Clerk report. Motion passed.

- 15. Council comments:** **Paula** – The Senior Living committee is having a public meeting June 8 at the High School auditorium at 7PM, **Amanda – Roger** – none, **Carla** – none, **Bruce** – none
- 16. Mayor Comments:** Mayor Schultz called for 10 minutes of executive session for personnel. He also let everyone know that the Motorcycle Museum is having their grand opening on Saturday May 28.
- 17.** At 9:55 it was moved by Bruce and seconded by Carla to adjourn to **executive session** for 10 minutes for personnel. At 10:05 it was moved by Bruce and seconded by Carla to come out of executive session. It was moved by Paula and seconded by Carla for Darrel to hire the applicant he feels is best suited for the police clerk/municipal court clerk position at the salary discussed in executive session. Motion passed.
- 18.** At 10:08 it was moved by Paula and seconded by Roger to adjourn to **executive session** for 10 minutes for personnel. At 10:18 it was moved by Bruce and seconded by Paula to come out of executive session. It was moved by Roger and seconded by Carla to approve a wage increase for City Superintendent JR Landenberger to the amount discussed in executive session. Motion passed.
- 19. Adjournment:** A motion was made by Bruce and seconded by Roger to adjourn the meeting. Motion passed.

City Clerk