

Regular Council Meeting

March 27, 2017

1. **Mayor Scott Schultz called the meeting to order at 7:30 pm.** Present were Council Members Kale Dankenbring, Amanda Milne, Roger Jensen, Carla Lampe and Bruce Swihart. Also present were City Attorney Mike Day, Police Chief Darrell Thomas, and City Clerk Lila Whitmore. City Superintendent JR Landenberger was absent.
2. **Minutes** from the March 13 meeting were distributed and read. It was moved by Amanda and seconded by Bruce to approve the minutes as presented. Motion passed.
3. **Consent Agenda** - It was moved by Carla and seconded by Roger to approve the following item on the Consent Agenda: Permission for Clerk to pay Highway 36 Association Membership Fee of \$100. Motion passed.
4. **Visitors:** None
5. **Police Report:** **a)** Chief Thomas re-introduced Police Officer Matt Grogan to the Council. **b)** There are still some untagged and unregistered vehicles that are being addressed. **c)** DeseRay attended NCIC Certification and TAC training last week. It was moved by Bruce and seconded by Kale to accept and file the Police report. Motion passed.
6. **New Business:**
 - a. Art Krueger and Ken Quigley presented the Senior Center financial and operating report for 2016 and thanked the Council for their support.
 - b. Tom Keller and Carol Sloper presented an update on the Keller Pond Trail Project. The Sunflower Foundation has approved the bid from Brock McAtee Construction for \$63,100 along with \$1,280 for trees and \$302.70 for signage for a total of \$64,682.70. The Sunflower Grant will cover 50% of this, \$32,341.35. The City has already received \$25,000 from the Hansen Foundation and has committed \$5,000 from the capital improvement fund for this project. The remaining \$2,341.35 will be paid for by the St. Francis Community Foundation. There is a second bid from McAtee Construction to create a concrete ADA parking area connected to the bridge, create 12 rest areas along the new trail, and install benches in each rest area. The bid for this is \$23,105. This work did not qualify for grant funds but will be paid for by the St. Francis Community Foundation, along with \$60 for additional shrubs. In summary the cost of the Keller Pond Trail Project will be paid for as follows: Sunflower Grant - \$32,341.35, Hansen Grant - \$25,000, City of St. Francis - \$5,000, and St. Francis Community Foundation - \$25,506.35. A motion was made by Amanda and seconded by Carla to accept the bids from Brock McAtee Construction for \$63,100 and \$23,105. Motion passed. A motion was made by Bruce and seconded by Kale to approve the purchase of \$1,340 worth of trees and shrubs from the Cheyenne County Conservation District. Motion passed. A Motion was made by Bruce and seconded by Amanda to approve the purchase of signage not to exceed \$500. Motion passed. Tom Keller then talked about a grant that the County has received to remove Russian olive trees, salt cedars and other invasive trees from along the River Walk. The cost for this work, above the grant amount, is \$10,000 of which the county will pay 75%, or \$7,500. The remaining balance is the responsibility of the landowner/entity. Mr. Keller asked the Council to consider paying for half of this with the other half being paid for by the St. Francis Community Foundation. It was moved by Roger and seconded by Kale to pay \$1,250 for the removal of the trees along the River Walk. Motion passed. Carol updated the Council on funds available from the Hansen Foundation which are to be used in such a way as to encourage communities in each County to work together towards common goals. Funds available are \$100,000 a year for up to 4 years.
 - c. Carol Sloper shared an update on the community safe room . The County Commissioners accepted a low bid of \$51,995 from Protection Shelters. Of this, FEMA will pay \$38,996.25 and the County will pay \$7,036.25. The City's portion of \$5,962.50 had been allocated in the 2017 budget. A motion was made by Bruce and seconded by Carla to transfer \$5,962.50 to the Cheyenne County Safe Room Grant Fund. Motion passed. The site location at the roadside park has been marked. The City will need to complete the site prep work as soon as possible. After this is completed, the shelter will be set in place and the generator and inside electrical wiring installed. After the shelter is in place, the City will be responsible for creating the sidewalk pads with ADA slope for the doors. The St. Francis Community Foundation recently awarded the City \$500 for this. Any funds left over can be used for a

highway sign directing traffic to the shelter. The Council will need to review and formally approve the Shelter Operations Plan.

7. Old Business:

- a. Property Cleanup** – There are no property cleanups pending at this time.
- b. Pending Projects** – **a)** Clerk Whitmore stated that Head Librarian Michelle Wolff has asked the Council to look into updating the library landscaping and flooring. After some discussion the Council decided to meet at the library for the next Council meeting on April 10th and take time to look at both concerns. There have been some citizen complaints regarding junk behind the library. JR or Chief Thomas will contact Gilbert Sherlock who owns that property. **b)** JR received a valid bid from JM Tree Service for \$2,800 for the Washington Street tree trimming. The other submitted bid from Nuckles Tree Care was \$3,500. The Council considered both bids. It was moved by Carla and seconded by Bruce to accept the bid from JM Tree Service for \$2,800. Motion passed. **b)** Amanda has been in contact with Rogie Wiswell. The students have been busy creating new logos for the City and working on designs for the highway signs. They are also working on a press release for the new pool. The Council discussed the signage for the highway and the pool. **c)** Clerk Whitmore indicated that she has been working with the LED sign and has found that it does not seem to be terribly time consuming. She has offered to take on this responsibility. Council approved. **d)** The door at the recycling center was damaged which was caused by an unknown person driving into the center and getting their vehicle caught on the door rope which pulled the door down. Insurance should pay for replacement of the door. However, to prevent this from happening in the future Roger suggested installing an electric operator for the door. A motion was made by Bruce and seconded by Amanda to approve up to \$1,600 for the purchase of an electric operator. Motion passed.

8. Public Building Commission Report – The PBC will meet on March 29th. There will also be a contractors meeting that morning. The PBC approved the roof extension. It was moved by Amanda and seconded by Roger to accept and file the PBC report. Motion passed.

9. Building Permits – It was moved by Carla and seconded by Roger to approve the following building permit pending JR's inspection: Dustin Maybury – 500 S. Denison, vinyl and wood fence. Motion passed.

10. Superintendent Report – none

11. Attorney Report – Attorney Day requested Clerk Whitmore contact Paula Keller to administer the Oath of Office for the Municipal Judge appointment. Mike is addressing the issue with maintenance of the islands along Highway 36. A letter was sent to the Kansas Department of Transportation and a representative of KDOT has been in contact with the City Clerk. Attorney Day will be checking into this further. It was moved by Bruce and seconded by Roger to accept and file the Attorney report. Motion passed.

12. Clerk Report – **a)** Clerk Whitmore pointed out that in the budget for 2017 the Council had approved \$1,000 for the Child Advocacy Center and also \$1,000 for Options Domestic Abuse. A motion was made by Amanda and seconded by Carla to approve paying these disbursements. Motion passed. **b)** In 2016 the City, on behalf of the Cheyenne County Development Corporation, had applied for and received a grant of \$5,982.81 from the Hansen Foundation for the Land and Sky Scenic Byway promotion. \$1,300 of these funds were used for the information kiosk at the roadside park, leaving \$4,682.81 of available funds. Helen Dobbs submitted an invoice from Land & Sky Scenic Byway for \$4,382.82 for the creation and printing of brochures. She is requesting this amount be disbursed as soon as possible so that the printing process can be started. The brochures are needed for the Kansas Sampler Festival in May. A motion was made by Carla and seconded by Kale to authorize an out of cycle payment of \$4,382.82 for the Land and Sky Scenic Byway. Motion passed. **c)** The City received a \$500 grant from the St. Francis Community Foundation for the installation of the ADA compliant sidewalks at the new tornado shelter. This award will be presented to a Council representative at the reception/dinner honoring Bill and Cindy Keller on April 17th. **d)** The City received a franchise fee from Midwest Energy of \$2,259.61. **e)** The City has received payment of \$2,168.34 from the County for the recycling tonnage, which is \$10 a ton for 216.834 tons in 2016. Of this amount, the tonnage for Bird City was 29.4995. A motion was made by Roger and seconded by Amanda to pay \$294.99 to the City of Bird City for their share of the tonnage payment from the County. Motion passed. It was moved by Amanda and seconded by Carla to accept and file the Clerk report. Motion passed.

13. Council comments: Kale – High Plains Public Radio's morning show on April 4 will feature "All Things St. Francis". Kale will be on the program to talk about St. Francis and requested input from the Council. HPPR will also be sponsoring a live concert at Fresh Seven Coffee on April 15 featuring the DustJackets. **Amanda** –

none **Roger** – none **Carla** – Carla is hoping to utilize the remaining grant funds that were received for the Courthouse park playground equipment to update one of the teeter totters. Carla also asked if the bathrooms at the park could be opened up now that the weather is getting nice. **Bruce** – None

14. Mayor Comments: None

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

City Clerk