

Special and Regular Council Meetings
April 10, 2017

1. **Mayor Scott Schultz called the special meeting to order at 7:00 pm.** Present were Council Members Kale Dankenbring, Amanda Milne, Roger Jensen, Carla Lampe and Bruce Swihart. Also present were City Attorney Mike Day, City Superintendent JR Landenberger, and City Clerk Lila Whitmore. Head Librarian Michelle Wolff and members of the Library Board and the Northwest Kansas Library System board of directors were also present. Michelle shared the library financial report with the Council and talked about the recent upgrades to the library that were made possible by a Hansen Grant. The Council, Michelle, and library board members discussed the landscaping in front of the library and the need to update the flooring in the building. Options for both were considered. The Council requested that the Library Board put together proposals for both projects and present them to the Council at a future meeting.
2. A motion was made by Amanda and seconded by Kale to adjourn the special meeting. Motion passed.
3. **Mayor Scott Schultz called the regular meeting to order at 7:38pm.** Present were Council Members Kale Dankenbring, Amanda Milne, Roger Jensen, Carla Lampe and Bruce Swihart. Also present were City Attorney Mike Day, City Superintendent JR Landenberger, Police Chief Darrell Thomas, and City Clerk Lila Whitmore.
4. **Minutes** from the March 27 meeting were distributed and read. It was moved by Amanda and seconded by Kale to approve the minutes as presented. Motion passed.
5. **Consent Agenda** - It was moved by Roger and seconded by Carla to approve the following items on 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; Permission for Clerk to pay Payment Service Network bills when due. Motion passed.
6. **Visitors:** County Commissioner Terry Rieger was present and extended an invitation to Council members to attend the Commissioner meetings. Clerk Whitmore will contact County Clerk Houtman to set up a schedule.
7. **Police Report:** **a)** Chief Thomas pointed out that there would be a computer purchase in the bills paid that had been authorized by the Mayor as it was an emergency purchase that was required immediately for a specific purpose. **b)** Chief Thomas shared the most recent statistics. **c)** The department continues to issue warnings and follow up on expired tags. **d)** Darrell is still looking for a police vehicle to purchase. **e)** With warmer weather approaching, the Council requested citizens be reminded to renew their golf cart tags. It was moved by Bruce and seconded by Amanda to accept and file the Police report. Motion passed.
8. **New Business:**
 - a. Elizabeth Yeager, Marketing Director for Eagle Communications, and members of the local internet committee were present to talk about Eagle Communications' plan to bring high-speed fiber internet to St. Francis. The Council agreed that having fiber infrastructure in the city will be a huge benefit to the community and its citizens. Eagle requires that 200 people register for the service before the process will begin. This number does not include current Eagle customers. The Council approved putting information inserts provided by Eagle Communications in next month's utility bills to encourage citizens to sign up. Clerk Whitmore will ensure a notice is placed on the LED sign as well.
9. **Old Business:**
 - a. The Council reviewed the **Safe Room Operations & Maintenance Plan**. It was moved by Roger and seconded by Amanda to approve the plan. Motion passed.
 - b. The Council discussed the **highway signs and city logos** and considered the designs submitted by the SFCHS Media Class. No action was taken.
 - c. **Property Cleanup** – There were no updates on property cleanup. However, with warm weather coming there will be additional focus on property cleanup.
 - d. **Pending Projects** - **a)** Carla and Roger will be looking into replacing the teeter totter at the park in order to utilize the remaining grant funds received for playground equipment upgrades. Lila mentioned that we have a \$40 donation from First National Bank that could be used to purchase a tree for the Courthouse Park. Carla will check into this. **b)** There was further discussion regarding the library landscaping. The Council will wait for the library board input before making a decision. **c)** Police Chief Thomas plans to clean out the back area of the City Hall building as an evidence room. At this point there does not need to be a garage door installed but the area would need to be secured. JR will check with Eagle communications regarding the room they have access to in the area.

d) The safe room should be installed soon. Once this is completed the placement of the electrical hookups at the roadside park can be determined.

- 10. Public Building Commission Report** –The deepest part of the pool floor has been poured. They are still dewatering but the volume is less than was initially expected. Opening is still projected for August. It was moved by Amanda and seconded by Bruce to accept and file the PBC report. Motion passed.
- 11. Theater Report** – The Theater board approved wage increases for the employees. They will be looking into replacing the locks on the doors with programmable keypad entry locks. It was moved by Bruce and seconded by Carla to accept and file the theater report. Motion passed.
- 12. Building Permits** – It was moved by Roger and seconded by Amanda to approve the following building permit: Tina Kehl – 218 W. Emerson, permit to raze a building. Motion passed.
- 13. Superintendent Report** – **a)** JR and four employees attended the KRWA Conference in Wichita. Justin Gardner received his sewer certification and Blaine Werner received his water certification. John Larson is also certified in both. **b)** The Council approved a revised bid for chemicals from the St. Francis Equity. The initial bid that was approved by motion was for \$4599.15, but this included an incorrect calculation and the correct bid should have been \$5050.65. **c)** The air compressor at the power plant is in need of repair. The boiler also went out of service and JR is waiting for a repair estimate. **d)** The city crews will soon be boring the street for power to the pool. **e)** The Council gave permission for Justin Gardner and JT Woodcox to attend confined spaces training in Garden City on May 4. It was moved by Carla and seconded by Amanda to accept and file the Superintendent report. Motion passed.
- 14. Attorney Report** – Attorney Day had nothing to report.
- 15. Clerk Report** – **a)** Clerk Whitmore and JR presented a bill from Prairie Land Electric in the amount of \$7894.46 that was for storm work/replacement of poles that had been done in June of 2016. It was moved by Amanda and seconded by Roger to approve payment of the bill. Motion passed. **b)** The Council gave approval for the department heads to bring wage increase proposals to the Council for consideration. **c)** Jen and Lila will be busy preparing for the auditors who will be here on May 10 and 11. **d)** Clerk Whitmore presented a request from Tara Bierg who is wanting to raise dwarf goats at the property located at 917 S. River. The keeping of non-domesticated animals within the city limits is prohibited by City Code 2-107. The council did not approve an exception to the code. It was moved by Bruce and seconded by Kale to accept and file the Clerk report. Motion passed.
- 16. Council comments:** **Kale** – indicated he has received complaints from citizens regarding the condition of Valley Street. **Amanda** – let the Council know that there is a petition circulating to request the city to install a smaller whistle to sound 3 times a day like the old one did. **Roger** – is excited about the technology updates that are happening in the city. **Carla** – reminded everyone about the Bill and Cindy Keller recognition dinner on April 17. The Senior Center would also like to invite Council members to a meal sometime in June. **Bruce** – The pool board will be meeting on Thursday April 13 to conduct employee interviews.
- 17. Mayor Comments:** Scott has received several complaints regarding the condition of streets in town. There was considerable discussion about this, the costs involved in the maintenance and repair of streets, as well as budget constraints that dictate the work that can be done. There was additional discussion regarding the library improvements. Mayor Schultz will be absent from the April 24 meeting.
- 18.** All bills on **Ordinance #1001** were reviewed. It was moved by Bruce and seconded by Amanda to approve the bills in the amount of \$219,660.73. Motion Passed.
- 19. Adjournment:** A motion was made by Bruce and seconded by Kale to adjourn the meeting. Motion passed.

City Clerk