

REGULAR MEETING, COUNCIL CHAMBERS, WASHINGTON, KANSAS, APRIL 7, 2003

The Governing body of the City of Washington, Kansas, met in regular session in the usual meeting place in said City on the seventh day of April, 2003, at 7 p.m. with the following members present: Mayor Travis Kier; Council Members: Meyler Gibbs, Dawn Kramer, Jon Snapp, Kevin Williams and Roxanne Schottel.

ABSENT: None.

ALSO PRESENT WERE: Tim Schook, City Administrator; Paul Monty, City Attorney; Janet Jones, City Clerk; Denise Powell; Bill Hays, Washington County News; Herb Dyck; Bonnie Miller, AFLAC representative; Les Spence, Moore Agency, Linn; Caroline Yungeberg, fulltime EMT; Mark Hoover, Key Office Equipment; Brad and Donna Portenier, owners of Bradford Built.

Copies of the minutes of the previous regular meeting of Monday, March 3, 2003, and adjourned minutes of March 10, 2003, were given to the Mayor and each Council Member for review. Councilman Meyler Gibbs requested a correction to the minutes from the March 10 meeting to reflect his late arrival to the meeting was due to being out on an ambulance call. With the correction noted the minutes were approved.

COUNCIL MEETING NOTES

SWEARING IN: Janet Jones, City Clerk, swore in Travis Kier as mayor and Roxanne Schottel and Dawn Kramer as new members of the Council. Kier, Schottel and Kramer signed their loyalty to oath.

ELECT PRESIDENT OF COUNCIL: Mayor Travis Kier accepted nominations for president of the Council. Councilman Meyler Gibbs nominated Dawn Kramer. Councilman Jon Snapp seconded the nomination. Motion carried.

487TH SUPPORT: Mayor Travis Kier read a letter he wrote in support of the 487th Engineering Detachment.

VEHICLES ON CITY STREETS: This issue was revisited as per the March Council meeting. Don Alldredge came to the March meeting and asked if something could be done concerning large vehicles parked on city streets for an extended period of time. After discussion, no action was taken.

REFUSE: Item was tabled until the May meeting.

FARM LEASE BID: Denise Powell noted the farm lease agreement on ground at the industrial park was drafted and has been signed by John Fredrick Stigge, Stigge and Sons, Inc. and former Mayor Herb Dyck.

COPIER: The Council reviewed options on a new copier. Mark Hoover, Key Office Equipment, visited the Council about Cannon copiers. The Mayor requested Hoover bring the Cannon copier to the city hall to try and the Council would make a decision in 30 days.

INSURANCE: Bonnie Miller, AFLAC representative, discussed the need of getting the account setup for the unreimbursed medical plan. Several options were discussed. City Attorney Paul Monty will visit with the City's CPA and AFLAC's legal department about the city's liability. The item will be revisited at the May meeting. Also discussed with Miller was health insurance consulting. Miller stated her consulting charges a flat \$3 per person per month for personnel who carry the City's health insurance.

Councilman Jon Snapp reminded the Mayor and Council that they would need to make a decision on an insurance consultant.

INSURANCE: Les Spence, Moore Agency of Linn, visited the Council about their current health insurance plan with American Medical Security. Under the plan, employees are able to choose between two PPO's, Midlands Choice and Preferred Health Professionals (PHP). The Washington County Hospital and Doctors Hodgson and Thompson have been approved for PHP. Midlands Choice is not accepting new doctors or hospitals at this time. The displeasure regarding the insurance situation is not with Les Spence the Moore Agency, Linn, but with Midlands Choice.

HIPAA: Caroline Yungeberg, City's fulltime EMT, asked the Council to adopt the Health Insurance Portability and Accountability Act policies, procedures and forms as mandated by the Federal government by April 15, 2003. Yungeberg stated as the Privacy Officer for Washington EMS she would train the staff approving the adoption. Councilman Meyler Gibbs moved to adopt the HIPAA policy and Councilman Jon Snapp seconded the motion. Motion carried.

WILDLIFE & PARKS: Councilman Meyler Gibbs made a motion authorizing the Mayor to sign The Land and Water Conservation Fund Annual Operation and Maintenance Assurance Statement. Councilwoman Roxanne Schottel seconded the motion. Motion carried.

NEGOTIATIONS: Brad and Donna Portenier, owners of Bradford Built, was in to visit about possible contract negotiations. On motion by Councilman Kevin Williams that the City Council go into executive session for approximately 10 minutes for the purpose to discuss contract negotiations. From 8:10 p.m. to 8:20 p.m. Thereupon Councilwoman Dawn Kramer seconded the motion. Thereupon the motion carried unanimously. On motion by Councilwoman Dawn Kramer that the council reconvenes to the regular session at 8:20 p.m. Thereupon Councilman Meyler Gibbs seconded the motion. Motion was declared carried. Councilman Jon Snapp abstained.

On motion by Councilman Meyler Gibbs that the City Council go into executive session for approximately 10 minutes for the purpose to discuss contract negotiations. From 8:23 p.m. to 8:33 p.m. Thereupon Councilman Kevin Williams seconded the motion. Thereupon the motion carried unanimously. On motion by Councilwoman Dawn Kramer that the Council reconvenes to the regular session at 8:28 p.m. Thereupon Councilwoman Roxanne Schottel seconded the motion. Motion was declared carried.

Councilwoman Dawn Kramer moved to have City Attorney Paul Monty draw up a contract conveying the East half of what is designated as Lot 8 at the Industrial Park to Brad and Donna Portenier, for them agreeing to construct a building thereon. Councilman Meyler Gibbs seconded the motion. Motion carried.

CITY ADMINISTRATOR TIM SCHOOK'S BUSINESS:

KMU: Schook reminded the Mayor and Council of the upcoming KMU Conference May 7-9 at Wichita. Schook stated he need to know who plan to attend as soon as possible.

LKM: Schook handed out an invitation from The League of Kansas Municipalities to the Mayor and Council about attending the Governing Body Institute Municipal Leadership Academy May 16 & 17 at Topeka.

SUMMER HELP: Schook asked the Council to hire three summer employees under the set pay scale. Upon the Council's approval last year's employees, Scott Manning, Nick Uhlrich and Tyler Hodgson, would be hired back. Roxanne Schottel, Councilwoman, moved to hire three summer employees. Councilman Meyler Gibbs seconded the motion. Motion carried.

SWIMMING POOL: Schook reported this year's lifeguards would be Addie Chapin, Nick Durst, Teresa Baskerville, Danielle Strickland, Megan Sherlock and Brooke Dragastin. Head lifeguards will be Megan Sherlock and Addie Chapin. City employee Caroline Yungeberg will oversee the operation. Amy Hoover, Greenleaf, will organize swimming lessons.

City employee Mike Uhlrich reported to Schook the low dive board needs replaced. The approximate cost is \$1500. Councilman Jon Snapp moved to order a new low dive board. Councilwoman Roxanne Schottel seconded the motion. Motion carried.

SALARIES: Schook reminded the Council they need to discuss Denise Powell's salary. As of the May meeting she will be taking over for City Clerk Janet Jones who is retiring. Schook also reminded the Council that pay raises for city employees need to be considered in June.

KANSAS GAS SERVICES: Schook will meet Tuesday, April 8 with Larry Devine, Kansas Gas Service, concerning the franchise agreement. The current contract is at two percent. Schook stated he visited with Kim Gulley from the LKM and the going rate is five percent with a five-year contract. The Council will need to vote on this issue at the May 5 meeting.

SOUTHWESTERN BELL: Schook reminded the Council that the Southwestern Bell Telephone franchise would expire July of 2004. Schook stated he contacted the LKM about this and they are in the process of drawing up a sample ordinance for cities to model off of.

CABLE: Mike Graham recently visited with Schook about getting cable out to the industrial sight. Cunningham Communications would like the City to split the cost of approximately \$10,000. Councilwoman Dawn Kramer stated she thought it was a lot of money for one customer. After discussion, no action was taken.

EARTHMOVERS: Terry Bailey, owner of Earthmovers, contacted Schook about getting input from the Council on what they would like to see for fencing at the industrial sight. Bailey is getting ready to put a security fence around the bottom. The Council is concerned with the unsightly grounds and would like to see a solid fence put up.

MINNEAPOLIS: Schook gave the Council an article about a program the City of Minneapolis is doing to build population. The City of Minneapolis has taken land it gained through the nonpayment of special assessment taxes and gave away some of the lots to promote housing development. Councilman Jon Snapp stated it was a novel idea.

GOLF COURSE: Schook stated he talked with the golf course board about cutting their budget by 10%, the same as all other departmental budget cuts. Councilwoman Dawn Kramer moved to cut the Golf Course budget by 10 percent from \$5,000 to \$4,500. Councilman Kevin Williams seconded the motion. Motion carried.

WESTSIDE: Schook reported the City now has the Westside deed and it has been recorded. As soon as the power plant project is complete, demolition will begin.

BALL PARK: Schook asked the Council what they wanted to do about concession stand operations at the ball fields. He stated Lori Cook has run them the last two years and has expressed interest this year. Mayor Travis Kier said he felt it needed to be put up for bid. The Council asked Schook to place an ad in the Washington County News for two weeks and bids would be opened at the May Council meeting.

NO BURN ORDINANCE: Schook stated he had a request that the No Burn Ordinance be changed to allow the burn off of lawns. Schook is to talk with City Fire Chief Delwin Wiemers and have City Attorney Paul Monty draw up an ordinance for the May Council meeting.

487th: Deb Hill, VFW Auxiliary and Schook have visited about co-sponsoring the 487th Engineering Detachment in the adopt-a-unit program. Councilman Meyler Gibbs moved to co-sponsor the 487th Engineering Detachment in the adopt-a-unit program. Councilwoman Roxanne Schottel seconded the motion. Motion carried.

KAN-STEP: The City received the Grant for the Fire/Ambulance building. A copy of the letter from the governor and an article that appeared in the Salina Journal was given to the Mayor and Council.

TWIN VALLEY: The City received a letter from Twin Valley Developmental Services, Inc. requesting the City to write a letter of support for a grant they are doing to purchase equipment needed to recycle textiles. They also requested permission to make a truck available for anyone participating in the citywide garage sales to put their leftover stuff in. Councilman Jon Snapp made a motion authorizing the Mayor to sign a letter of support for the grant. Councilwoman Dawn Kramer seconded the motion. Motion Carried. No action was taken on making a truck available during the garage sale.

POWER PLANT: Schook updated the Council about the Cooling Tower Project (known by the employees as WSAC) at the Power Plant. Schook invited the Mayor and Council to stop by and see the progress. The DC control system has been ordered for the circuit breakers. Schook stated he did not yet have an installation date from Mid-States.

AMBULANCE: Schook gave the Council a copy of a letter sent by the Washington County Commissioners outlining the new payment method for ambulance distribution.

FEASIBILITY STUDY: Schook stated he received the preliminary report from SEGA on the co-generation feasibility study. He stated the steam turbine could leave us with our pants down; it's specialized to the ethanol plant. A reciprocating engine would be more feasible and the excess power could be sold. Providing power was one phase and adding generation is the second phase. The City's insurance carrier EMC will probably not allow another engine in the existing power plant stated Schook.

SEWER PLANT: Schook reported that a gate valve has failed at the sewer plant and there is no way the City's employee can repair it. There is a company in Hastings, Nebraska, that can do a hot tap at the lift station. Approximate cost is \$3100. At the time of repair, the valves, pumps, etc. would be inspected. Councilwoman Dawn Kramer moved to have a shut-off valve installed in the main line at the plant so repairs can be made at an approximate cost of \$3100. Councilman Kevin Williams seconded the motion. Motion carried.

RETIREMENT PARTY: Schook informed the Mayor and Council of the retirement party for Glenn Mills, Power Plant Superintendent, and Janet Jones, City Clerk. The party is May 3 with a golf tournament at 8 a.m. at Cedar Hills Golf Course and a barbecue at 4 p.m. at the Washington City Park.

HANDOUTS: Denise Powell gave the Council updated Personnel Policies, the Mayor Travis Kier and Councilwoman Roxanne Schottel handouts of the Washington County Solid Waste plan and a Governing Body Handbook to Schottel

There came on for consideration an Ordinance entitle:

APPROPRIATIONS ORDINANCE NO. 2003-04

“AN ORDINANCE ALLOWING FOR PAYMENT OF THE CITY'S BILLS AND DEBITS.”

Thereupon on motion made by Council Member Kevin Williams moved for its adoption, that the City Clerk is hereby authorized and directed to issue payroll Check _____ through _____ and warrant Check _____ through _____ in payment of just bills and claims against the City and debit the appropriate fund for each expenditure. Thereupon Councilwoman Dawn Kramer seconded the motion. Thereupon the mayor declared the motion carried.

Councilman Jon Snapp made a motion to adjourn to 7 p.m. Monday, May 5, 2003, at City Hall. Councilwoman Dawn Kramer seconded the motion. Motion carried.