

REGULAR MEETING; COUNCIL CHAMBERS; WASHINGTON, KANSAS; DATE: NOVEMBER 1, 2004

The Governing Body of the City of Washington, Kansas, met in Regular Session in the usual meeting place in said City on Monday, the first day of November, 2004, at 7:00 P.M. with the following members present: Mayor Travis Kier; Council Members Dawn Kramer, Meyler Gibbs, Jon Snapp, Roxanne Schottel and Kevin Williams.

ABSENT: None.

ALSO PRESENT WERE: City Attorney Paul Monty; City Administrator Tim Schook; City Clerk Denise Powell; Bill Hays, Washington County News; Terry Morse, Power Plant Superintendent; Don Imhoff, Superintendent of Cedar Hills Golf Course; Leland Cook, Director of EMS; David Cunningham, Don Cunningham and Mike Graham, Cunningham Cable and Connie Walenta, Health Insurance Consultant.

Mayor Travis Kier called the meeting to order at 7 p.m.

Copies of the minutes of the previous regular council meeting of Monday, October 4, 2004, were given to the Mayor and each council member for review. Mayor Travis Kier noted the minutes need to be amended to reflect Nov. 2 not Nov. 3 as election day. Council Member Roxanne Schottel made a motion to accept the minutes as amended. Council Member Jon Snapp seconded the motion. Motion carried.

#### COUNCIL MEETING NOTES

GOLF COURSE: Don Imhoff, Superintendent of Cedar Hills Golf Course, asked for Council approval to purchase a new greens mower, Greensking IV, at a cost of \$16,279.00. Council Member Meyler Gibbs made a motion to allow the Golf Course to purchase the Greensking IV greens mower at a cost of \$16,279.00. Council Member Roxanne Schottel seconded the motion. Motion carried.

AMBULANCE: Leland Cook, Director of EMS, visited with the Council concerning EMS daytime staff shortage. City Administrator Tim Schook stated last month the Power Plant had to change shifts in order to provide day coverage for the ambulance. Cook stated the City has an option to allow Registered Nurses to run. Cook asked for the Council's thought before approaching that avenue. Registered Nurses are required to carry their own malpractice insurance.

On motion by Council Member Dawn Kramer that the City Council go into executive session for approximately five minutes for the purpose to discuss non-elected personnel. City Attorney Paul Monty, EMS Director Leland Cook and City Clerk Denise Powell were asked to join the executive session. From 7:36 p.m. to 7:41 p.m. Council Member Kevin Williams seconded the motion. Thereupon the motion carried unanimously

On motion by Council Member Meyler Gibbs that the Council reconvenes to the regular session at 7:41 p.m. Thereupon Council Member Kevin Williams seconded the motion. Motion was declared carried. No action taken.

CABLE TV FRANCHISE AGREEMENT: David Cunningham and Don Cunningham discussed the Cable TV Franchise agreement. The City's current franchise agreement expires Dec. 27, 2004. City Administrator Tim Schook stated he had inquired if the City received a franchise fee on Internet service. David Cunningham stated FCC doesn't allow tax on Internet service. Travis Kier stated he has heard no complaints on cable service and commended Cunningham's on the job they do. Mayor Kier stated the City must hold a public hearing before the contract may be renewed.

HEALTH INSURANCE: Connie Walenta, Health Insurance Consultant, presented Health Insurance quotes for 2005. Walenta stated she had one other respondent, Allied Health Systems, other than Blue Cross Blue Shield. The BCBS renewal went down about two and one-half percent this year. Walenta said with Allied employees would see a lot of co pays. Walenta suggested staying with BCBS and felt it was the better choice. Council Member Roxanne Schottel made a motion to sign a contract with BCBS for the 2005 proposed rates of Employee Only \$294.68; Employee/Child \$569.80; Employee/Spouse \$632.70; and Employee/Dependant \$907.81. Council Member Kevin Williams seconded the motion. Motion carried. Council Member Meyler Gibbs abstained.

WELCOME SIGN: Council Member Dawn Kramer stated Graphic Designer Kelli Oestreich had requested changes be made by the sign company on the design. Kramer stated she has viewed the final design and was in hopes the billboard would be done by the end of November.

KUHLMAN BUILDING EASEMENT: City Attorney Paul Monty spoke with Bob Jones concerning the contract for the easement on the fence behind the Kuhlman building. Jones told Monty he was not the sole person involved in making the decision about signing the contract or moving the fence and stated he would contact the parties involved. Jones is to get back to Monty prior to the December Council meeting with a decision.

WASHINGTON COUNTY SHERIFF CONTRACT: Contract between Sheriff and City expires Dec. 27, 2004. City Administrator Tim Schook stated he would contact Sheriff Bill Overbeck to attend the December meeting..

UTILITY BILLING: City Attorney Paul Monty and City Administrator Tim Schook did not have the code ready for review.

HOUSING CLEAN-UP FUND POLICY: The deed was received and filed on the property at 217 East Third (Hyland). City Administrator Tim Schook stated all the houses are torn down and the two properties the City owns are cleaned and filled. Schook stated the City is ready to move forward with acquiring applications for the new housing lots. Mayor Travis Kier stated he would like to have the commercial and residential properties advertised on the City's web page and would also like to see a sign on the Westside lot. Schook stated he would look into a sign and have Yungeberg add the information to the City's web page. City Attorney Paul Monty stated the properties have been placed on the no tax role.

NEIGHBORHOOD REVITALIZATION PLAN: City Attorney Paul Monty and City Administrator Tim Schook did not have the plan for review.

ZONING: City Attorney Paul Monty stated he had made changes to the Zoning policy. He will get the changes to City Clerk Denise Powell or Full-time EMT Caroline Yungeberg and then Powell will get a copy to each Council member.

CITY HALL: City Hall is compliant according to the American with Disabilities Act in time for the election. City Administrator Tim Schook stated he would visit with Clinton Stamm about replacing the stone on the front of City Hall.

PERSONNEL POLICY: Article D of the Personnel Policy was to be reviewed. However, Mayor Travis Kier stated to the Council in order to give ample time to the Personnel Policy he felt separate meetings need to be scheduled. Kier asked that a time be set later in the meeting.

SNOW REMOVAL POLICY: City Administrator Tim Schook had the snow removal policy proposal and a map outlining the emergency snow route for review. City Attorney Paul Monty stated if the policy and route were adopted signs would have to be put up identifying the Emergency Snow Route. Council Member Jon Snapp made a motion for City Attorney Paul Monty to draw up the Snow Removal Ordinance according to City Administrator Tim Schook's specifications. Council Member Meyler Gibbs seconded the motion. Motion carried.

MAJOR THEATER: Tim Schook, City Administrator, said he is waiting on Clinton Stamm, Stamm Masonry, for a bid to close up the end caps on both adjacent buildings. City Administrator Tim Schook said he is still working with a client on putting a building on the lot.

CURB AND GUTTER PROGRAM: City Administrator Tim Schook is to contact interested parties of the curb and gutter program to get the contracts signed if they are still interested.

SPCC: Power Plant Superintendent Terry Morse is getting cost estimates involved with becoming compliant with the SPCC plan. In July, EPA gave an 18-month extension for implementation of the SPCC. New extension dates are Feb. 17, 2006, for amending the SPCC plan and Aug. 18, 2006 for full compliance.

ELECTRIC UTILITY: City Administrator Tim Schook and Power Plant Superintendent Terry Morse met with Mikel Kline of Segal on Tuesday, Oct. 26, 2004, about exploring alternatives for cheaper rates. Schook stated he will have a rough draft of Kline's estimate and scope of work and Kline will attend the December Council meeting. Aquila has given their 36-month notice to renegotiate their contract with the City. Kansas Municipal Energy Agency is having a meeting for all cities currently served by Aquila to figure out a negotiating strategy.

TRUCKS: Sewer and Waste and Water Superintendent Greg Metz is looking for a truck with a utility bed.

TELEPHONE SERVICE: City Administrator Tim Schook is to contact other telephone companies who do business in the City of Washington and work up contracts concerning the franchise fees. They should be equalized with SBC.

CEMETERY SEXTON: Linus Linenberger is retired as of Oct. 29, 2004, which leaves this position vacant. City Administrator Tim Schook recommends Greg Metz take on this position. Council Member Meyler Gibbs moves to accept the Mayor's recommendation for Greg Metz as cemetery sexton. Council Member Jon Snapp seconded the motion. Motion carried. As with Linenberger's retirement Metz takes over as Superintendent of Street Department. Council Member Dawn Kramer moved to increase Greg Metz's wage to 14.11 an hour effective Nov. 1, 2004. Council Member Kevin Williams seconded the motion. Motion carried.

EMERGENCY MEDICAL SERVICES: Council Member Dawn Kramer made a motion to increase the BLS-Emergency rate from \$400 to \$450; BLS Non-emergency from \$300 to \$350; Mileage from \$8.45 to \$8.50 effective Jan. 1, 2005. Council Member Roxanne Schottel seconded the motion. Motion carried.

LAUNDRY SERVICE: Bids were reviewed for City laundry service of rugs, mops and towels. Council Member Roxanne Schottel made a motion to accept the bid of NCK Commercial Laundry, Inc. of Concordia effective immediately. Council Member Dawn Kramer seconded the motion. Motion carried.

CITY LOAN/LEASE APPLICATION POLICY: Council Member Dawn Kramer moved to adopt the proposed City Loan/Lease Application Policy. Council Member Kevin Williams seconded the motion. Motion carried. The policy would provide written details about requests and allow time to figure out finances.

ATV'S & SIDEWALKS: Council Member Dawn Kramer discussed the possibilities of restricting the use of ATV's on City streets. Kramer also inquired about sidewalks on E Street. Kramer said the safety of kids is an issue and the City has a responsibility to enforce the Sidewalk Ordinance. City Administrator Tim Schook stated he would visit with Mike Stegman, USD 222 Superintendent.

487<sup>th</sup> ENGINEER DETACHMENT: Council Member Jon Snapp stated that he and Mayor Travis Kier drafted a letter of support in keeping the 487<sup>th</sup> Engineer Detachment in Washington. They also placed calls to the congressional delegations. Snapp stated it was a done deal and there was not much the City could do to prevent the move.

RETIREMENT: Linus Linenberger has officially retired as of Oct. 29, 2004. A retirement party will be planned as soon as he heals from his shoulder surgery.

POWER PLANT: Thomas Zabokrtsky has been hired as an operator for the Power Plant. His first day of employment was Oct. 21. As soon as Zabokrtsky is trained, Tim Pinnick will transfer to the Street Department.

REGIONAL SUPPERS: City Administrator Tim Schook gave Council members a sign up sheet for the League of Kansas Municipalities 2004 Regional Suppers. The suppers provide the opportunity to network with local officials about upcoming legislative sessions. Those interested in attending are to contact Schook.

LAND: City Administrator Tim Schook stated he would like definite property lines established and the land where the four-wheeler park will be located. No action taken.

PAY RAISES: City Administrator Tim Schook reminded the Council to be thinking about pay raises. COLA is 2.7 percent according to Social Security.

THANKSGIVING: Council Member Dawn Kramer made a motion to allow the City to be closed the day after Thanksgiving. Council Member Kevin Williams seconded the motion. Motion carried.

CHRISMTAS AND NEW YEARS: City Administrator Tim Schook stated with Christmas and New Year's falling on Saturday the City would be closed Friday, Dec. 24 and Friday, Dec. 31.

INSURANCE: The city received a dividend check of \$3,486.59 from EMC Insurance Companies as part of the Kansas Municipal Utilities Safety Group Insurance Program.

SCHOLARSHIP: Council members received a copy of a letter from Patty Gerwick, Mulvane, stating City Clerk Denise Powell was awarded a scholarship to attend the 2004 City Clerks and Municipal Finance Officers Association of Kansas Fall Certification Institute held Nov. 8-12 in Wichita.

NATURAL GAS: City Administrator Tim Schook gave Council members a copy of the Newsletter put out by the National Association of Gas Consumers. Schook stated the articles are worth reading and that the natural gas projected a 25 percent increase in price and there will be record high home heating bills for the Winter 2004-2005.

OSHA COURSE: Washington City Hall will be the site for an OSHA 10-Hour Outreach Training Program Dec. 9 & 10, according to City Administrator Tim Schook.

There came on for consideration an Ordinance entitled:

APPROPRIATION ORDINANCE NO. 2004-11

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

Thereupon on motion made by Council Member Roxanne Schottel moved for its adoption, that the City Clerk is hereby authorized and directed to issue payroll Check Numbers 1628 through 1682 and warrant Check Numbers 31015 through 31103 in payment of just bills and claims against the City and debit the appropriate fund for each expenditure. Thereupon Council Member Jon Snapp seconded the motion. Thereupon the Mayor declared the motion carried.

ADJOURNMENT: Council Member Roxanne Schottel made a motion to adjourn. Council Member Jon Snapp seconded the motion. Motion carried.