

**Greensburg City Council  
November 18, 2013  
City Hall**

**Item 1: Opening Session**

**Call to Order; Pledge of Allegiance; Invocation; Roll Call**

Mayor Robert Dixson called the meeting to order at 6:00 p.m. on November 18, 2013. The Pledge of Allegiance was said. Dixson gave the invocation. Council present: Matt Christenson, Mark Trummel, Haley Kern, Sandra Jungemann, and Erica Goodman.

**Additions/Deletions to the Agenda**

Kern made a motion to approve the agenda as presented. Trummel seconded. Motion passed 5-0.

**Mayor's Report**

There was no report from the Mayor.

**Council Member's Report**

There were no reports from the Council.

**City Administrator Comments**

City Administrator Ed Truelove briefed Council on the following topics:

- A. The annual Rotary sponsored Lighted Christmas Parade will be held December 8<sup>th</sup> at 6:00 p.m. Truelove has worked with Greg Waters and approved his parade route from North Main to the school.
- B. Truelove has been contacted by representatives of Triplett, Woolf & Garretson, attorneys representing Kansas Assisted Living, LLC, regarding the redemption of and option to purchase the City of Greensburg, Kansas, Assisted Living Facility Revenue Bonds, Series A, 1999, and Taxable Assisted Living Facility Revenue Bonds, Series B, 1999. A closing date for the redemption of the bonds is scheduled for December 30, 2013. The matter will be on the December 2<sup>nd</sup> Council Agenda. City Attorney Gordon Stull is working with staff to complete this requirement.
- C. On Thursday, November 21<sup>st</sup>, Truelove will conduct training for City Staff on Hazardous Communications and the new Global Harmonized Standard. This training will satisfy our requirement to train our employees prior to the December 1<sup>st</sup> deadline.

**Item 2: Public Comment**

Dixson welcomed those in attendance. There were no comments from the public.

**Item 3: Consent Agenda**

Jungemann made a motion, seconded by Goodman, to approve the consent agenda as presented. Motion carried 5-0.

**Item 4: Items of Business**

**A) Consider Ordinance 1048, to amend the 2011 Sustainable Land Development Code, to permit the usage of existing, freestanding sign structures located at 204 E. Kansas Ave., 506 E. Kansas Ave., 803 E. Kansas Ave., 419 W. Kansas Ave., 605 W. Kansas Ave. for off-premise signage along US 54.**

This agenda item was tabled at the last Council meeting. Staff continues to work with the City Attorney to improve the Ordinance 1048 provided in the Council Packet and the process it details. Article 16 of the Sustainable Land Development Code requires a public hearing before the code could be amended. Staff requested the Ordinance be tabled until the next Council meeting. With Council's approval of the wording of the Ordinance, it would then be sent to the Planning Commission with direction to call a public hearing on the possible code amendments. Trummel voiced concern over concrete remaining on the vacant lots referenced in the draft Ordinance. Trummel also voiced his preference for sign standards that would not allow plywood as a building material or hand painted designs. Discussion on addresses referenced in the code and the permitting process ensued. Truelove clarified

that all references to specific addresses will be removed from the Ordinance and a more generic reference to pre-tornado sign structures will be used. Currently the permit application allows for a tenant to apply for a permit, but they must list the owner of the property. Staff will request a copy of an agreement or a letter from the owner, allowing a tenant to pull a permit. Jungemann made a motion to table Ordinance 1048 to the next meeting. Kern seconded. Motion passed 5-0.

**B) Consider an employee health plan for 2014, and a change from Preferred Health to Blue Cross Blue Shield (BCBS).**

Truelove discussed the proposed BCBS benefits provided on a comparison sheet in the Council Packet. The total monthly premium for will be significantly less than that offered by Preferred Health. Coinsurance would be improved from the current policy and the annual deductible for employees will be significantly less than the current plan and the 2014 Preferred Health package. Monthly premiums for employees will go down with the exception of four (4) employees (due to age related insurance regulations); however, the difference in premium will more than be recouped by the employee through the significantly lower deductible and coinsurance. Current Life Insurance, Dental, and Vision coverage will remain the same with very minimal or no change in monthly premium. Christenson made a motion to approve the proposed BCBS plan for 2014. Jungemann seconded. Motion passed 5-0.

**C) Discuss amending the Personnel Policy Handbook, Section 5, Employee Benefits, 5.19 Longevity Pay, to reinstate a previous employee benefit of \$5 per month of continuous service to the City.**

Truelove explained that, in November 2006, City Administrator Steve Hewitt had requested an increase in longevity pay for employees. Council approved a change from \$3 to \$5. When the new Personnel Manual and Classification and Pay Plan were adopted last year, it is believed that author Jay Newton was not aware of the Council Minutes that reflected the increase and placed the rate back at \$3. Historically, employees have continued to be paid at the \$5 rate since 2006. The current budget allows for \$5. Truelove requested direction from Council to prepare a Resolution to change the policy manual to the previously approved \$5. Christenson asked how many pay adjustments employees received over the course of the year and if the City had a COLA policy. Employees have the opportunity for one merit raise annually. Periodically Council has approved cost of living raises, but the City does not have an adopted COLA policy. Truelove explained that longevity is to show employees that the City values their continued service and is much less costly to the city that replacing employees. Also discussed was the possibility of reestablishing a cap on longevity. In 2006 the cap was \$1,000. Currently there is no cap in place. Various scenarios of caps and additional bonuses were discussed. Goodman made a motion, seconded by Kern to instruct Staff to prepare a Resolution to amend longevity pay to \$5. Motion passed 5-0.

**D) Discuss amending the Personnel Policy Handbook, Section 6, Voluntary Supplemental Benefits, 6.1 Sick Leave Bank, to increase the effectiveness of the plan for City employees.**

Truelove requested that Council direct staff to develop a Resolution to amend the current sick leave bank policy, making it less cumbersome. Current exclusions to the policy prohibit employees from utilizing the benefit in many situations. Truelove prefers a less restrictive policy with the requirement to pay back time borrowed from the bank, putting more responsibility on the employee to manage his sick time. Discussion was held on the current policy and sick leave bank policies of other employers. Dixon requested that, should staff be directed to bring an amended policy to Council, they provide a "markup" copy that shows what is being deleted and what is being added. Kern made a motion to direct staff to develop a Resolution to amend the current sick leave bank policy. Goodman seconded. Motion passed 5-0.

**Item5: City Attorney's Report**

Stull reported that he has received and has been reviewing documents concerning the previously mentioned IRBs (Internal Revenue Bonds). He also reported that \$4,632.50 has been received from the Kiowa County District Court abatement case against John Colclazier. \$15,099.40 has been received from the Municipal Court case. The Municipal Judge has ruled that the remaining \$9,900.60 in fines will be eliminated if the properties in question are brought into compliance within 60 days (by January 6, 2014).

**Item 6: Executive Session**

There was no need for executive session.

**Item 7: Adjournment**

Dixon noted that the Annual Theatre Board meeting would begin at the Methodist Church at 7 p.m. With nothing else to come before the Council, Dixon declared the meeting adjourned at 6:45 p.m.

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Robert A. Dixon, Mayor

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Christy Pyatt, City Clerk

APPROVED