

**Greensburg City Council  
August 17, 2015  
City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on August 17, 2015.

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was said. The invocation was given by Dixon.

**C) ROLL CALL & APPROVAL OF THE AGENDA**

Council present: Matt Christenson, Mark Trummel, Sandy Jungemann, Rick Schaffer, and Haley Kern. Trummel made a motion, seconded by Jungemann, to approve the agenda as presented. The motion passed 5-0.

**D) CITIZEN COMMENTS**

Dixon welcomed citizens to the meeting and opened the floor for comments. There were no comments from citizens.

**E) RECOGNITIONS, PROCLAMATIONS, AWARDS, & NOMINATIONS**

City Administrator Kyler Ludwig introduced a new addition to the Council Agenda that allows for items such as recognition of employees, mayoral proclamations, presentation of awards, or nominations for committees. There were no items to be presented at this time.

**F) CONSENT AGENDA**

Trummel made a motion, seconded by Schaffer, to approve the Consent Agenda as presented. The Motion passed 5-0.

**G) ITEMS OF BUSINESS**

**1. Kennedy McKee & Company Presentation of 2014 Audit**

John Hendrickson of Kennedy McKee & Company presented results of the 2014 Audit. Council was presented with a bound copy of the audit, which Hendrickson reviewed with them. Hendrickson mentioned a few items that he and his staff found during the audit, which they worked with City Staff to correct while they were on site. The City was given a clean opinion of financial statements and accounting practices.

Christenson asked for confirmation that the electric debt service would mature in 2016. Hendricks confirmed this by referencing pg 11 of the report. Christenson pointed out that this will provide the City budget with an additional \$160,000/year (in the 2017 budget).

Jungemann made a motion to accept the 2014 Audit report. Christenson seconded the motion. The motion passed 5-0.

**2. 2016 City Budget Hearing**

Dixon convened the advertised public hearing for the 2016 City Budget and opened the floor for oral or written comments from the public. Receiving no comments, Dixon closed the public hearing and pointed out that the mill levy for 2016 decreases from 2015. Christenson made a motion to adopt the 2016 Budget as certified. Kern seconded the motion. The motion passed 5-0.

**3. Standard Traffic Ordinance 2015 Update**

Ludwig requested that Council adopt Ordinance 1066, adopting the 2015 edition of the Standard Traffic Ordinance (STO). Ludwig stated that the STO is adopted by most Kansas cities and allows them to maintain compliance with applicable Kansas statutes. Christenson made a motion, seconded by Trummel to adopt Ordinance 1066 as presented. Dixon called for a roll call vote. Christenson: yes; Trummel: yes; Jungemann: yes; Schaffer: yes; Kern: yes. The motion passed 5-0.

**4. Uniform Public Offense Code 2015 Update**

Ludwig requested that Council adopt Ordinance 1067, adopting the 2015 edition of the Uniform Public Offense Code (UPOC). Ludwig explained that the UPOC allows Kansas Cities who adopt it to maintain compliance with applicable Kansas statutes. Jungemann made a motion, seconded by Kern to adopt Ordinance 1067 as presented. Dixon called for a roll call vote. Christenson: yes; Trummel: yes; Jungemann: yes; Schaffer: yes; Kern: yes. Motion passed 5-0.

**5. Consultation Services Agreement**

Ludwig presented a Consultation Services Agreement offered through Mr. Jay Newton. The City would be charged an hourly rate for services received from Newton for projects that he initiated during his time as Interim Administrator, and as a resource on large projects. The City's Attorneys have approved the contract to form.

Assistant City Attorney John Beverlin stated that Newton is reviewing a second draft of the document. Beverlin recommended Council approve the proposed hourly rate and the City Administrator to work with the City Attorney to complete the document. Newton will furnish his own liability insurance and pay applicable taxes. Council was also asked to authorize the Mayor to sign the document once Newton approves it.

Christenson noted an error on the signature line of the draft document. Trummel made a motion to approve the consulting rate of \$60/hour and to authorize the Mayor to sign the document once complete. Jungemann seconded the motion. The motion passed 5-0.

**6. Industrial Park Development Architect R.F.Q.**

Ludwig advised that the PEC had met and discussed developing Lot 3 of the Business Park. While serving as Interim Administrator, Newton had begun working with a prospective business to develop a compatible facility for business development. Staff and Newton met with PEC, City Engineers, who have prepared an RFQ asking for submittals of architectural firms interested in the project. The RFQ requests submissions be turned in by September 1<sup>st</sup>. Council would review the submissions at the September 8<sup>th</sup> regular Council meeting. Ludwig confirmed that PEC is working with 5-6 firms. The structure would be a very simple building. Once the cost of the structure is available, the City can establish an appropriate lease amount and the perspective business can work that number into their business plan.

It was the consensus of the Council to direct Staff to issue the RFQ as presented.

**H) CITY ATTORNEY'S REPORT**

City Attorney Gordon Stull was out of town. There was no report from Assistant City Attorney Beverlin.

**I) CITY ADMINISTRATOR'S REPORT**

Ludwig presented Council with a memo prepared by Jay Newton and a copy of a prepare City Administrator's Report. The following topics were discussed in the report:

- Pool – A schedule for the remainder of the season and average attendance numbers were provided. Ludwig plans to present a year end summary and potential pool policy updates in the near future.
- Big Well – A report of sales and attendance for July was included.
- Incubator – Staff will be approving leases or changes on two spaces. Emblazon Designs has requested to move to the larger, corner space. Great Plains Fluid Service has expressed intent on moving into space #207. Staff has also been working with local entrepreneurs to determine if space #117 would fit the needs of a potential restaurant. Council will likely hear a proposal at the September 8<sup>th</sup> meeting, discussing changes needed to the space.
- Airport – Staff met with Matt Jacobs from Lochner to discuss future grant options for the airport project. Jacobs recommended that the City return the unused planning and design KDOT grant money, and hold on to the remaining construction grant funds. Staff plans to request the use of the construction/land acquisition grant on essential electric infrastructure projects. The deadline for next year's KDOT grants is September 30<sup>th</sup>. Staff is also looking into FAA grant opportunities.
- Street Preservation – A list of roads that ProSeal has treated was provided. Staff has been crack sealing streets as well.

Ludwig also mentioned that a resident has expressed interest in locating a camper trailer outside of a business here in town, to use as his residence. Staff advised against this as current commercial zoning does not allow for this use. Ludwig asked that Council discuss with him if they would like to pursue the request.

**J) GOVERNING BODY COMMENTS**

There were no additional comments from the Council.

**K) ADJOURNMENT**

With no additional items to come before the Council, Dixon declared the meeting adjourned at 6:42 p.m.

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Robert A. Dixon, Mayor

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Christy Pyatt, City Clerk