

Greensburg City Council
October 17, 2016
City Hall

A) CALL TO ORDER

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on October 17, 2016.

B) PLEDGE OF ALLEGIANCE AND INVOCATION

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

C) ROLL CALL & APPROVAL OF THE AGENDA

Council present: Mark Trummel, Rick Schaeffer, Sandra Jungemann, and Haley Kern. Matt Christenson was absent. Trummel made a motion to approve the agenda as presented. Schaffer seconded. Motion passed 4-0.

D) CITIZEN COMMENTS

There were no citizen comments.

E) CONSENT AGENDA

Jungemann made a motion, seconded by Kern, to approve the Consent Agenda as presented. The motion passed 4-0.

F) ITEMS OF BUSINESS

1. Quarterly Report

City Administrator Kyler Ludwig presented the 2016 Quarter 3 Report of Key Indicators. These indicators are chosen from a list of performance measures that Staff compiles monthly. The report compares totals from the first three quarters of 2016. One indicator that was discussed in depth was water loss. Trummel asked if the pump meter has been tested against a residential meter to see if they are calibrated the same. He also asked how the well house meters compared to those at the water treatment plant. Dixon commented that the general rule is that anything under 10% loss is acceptable. Ludwig noted that there will always be some degree of loss, just in transmission.

2. Quarterly Financials

City Clerk Christy Pyatt presented Quarterly Financials. Pyatt explained that the street budget is more than 75% expended due to crack sealing that has been and continues to be done. Water is showing greater expenditures than revenues year to date because Staff has gone ahead and paid off the water bond. Court was under budgeted in 2016. The court anticipates lower expenses in the coming months, due to a decrease in court activity. The Industrial Park is showing excessive expenditures compared to what was budgeted. That is due to Council's approval of working with Kansas Gas Service to install a gas line to the park, a project that was not planned when the budget was compiled. Pool expenses for the season were just under \$20,000 lower than projected. Pool revenue was up significantly from 2015. The Incubator Fund shows greater revenues than expenditures to date, and is significantly under budget. The Incubator has required fewer repairs this past year, has seen higher occupancy rates, and continues to be under the neighborhood

revitalization program. A letter will be going out soon to tenants who have occupied the facility for more than 4 years. Council previously approved a rate increase for those tenants as of January 1st.

3. Uniforms

As previously discussed, the City's uniform contract with Aramark ends in November. Council had directed staff to obtain a contract with UniFirst. Staff also obtained a bid from Cintas for comparison. UniFirst's bid was considerably lower through a joint purchasing agreement through NJPA, a no cost organization that provides group purchasing. Staff recommended accepting the bid from UniFirst. The contract provided would run through August 2019. Staff plans to slightly reduce the number of uniforms provided, as the current arrangements allow for more than necessary. Staff will work with City Attorney Gordon Stull and UniFirst to resolve a concern Stull has with the contract. The contract states that New York Law will be used if there is a dispute. Stull would like that changed to Kansas Law and prefers to you the Kansas Arbitration System. Trummel made a motion, seconded by Schaffer, to authorize Staff to enter into an agreement with UniFirst for uniform services. The motion passed 4-0.

4. Asian Kitchen Equipment

Staff has received a motion, from the Economic Development Board, authorizing the City to sell equipment that remains at Asian Kitchen. Economic Development does have a lien on the equipment but does not have the manpower to carry out a liquidation. The Board asks that the City act as their agent and will allow the City to deduct outstanding bills from Asian Kitchen from the proceeds. Staff proposed advertising in local papers from October 26th through November 30th. Staff is willing to set up appointments with anyone interested in looking at the materials. The bids could be opened on December 1st, with a required pickup prior to December 30th. Staff has received some interest in the vacated space, but nothing pressing. Kern made a motion to allow staff to proceed with sealed bids on behalf of Kiowa County Economic Development. Schaffer seconded the motion and it passed 4-0.

G) CITY ATTORNEY'S REPORT

There was no additional report from the City Attorney.

H) CITY ADMINISTRATOR'S REPORT

Alley Project: Staff is working on the alley east of the Crazy Mule. The alley will remain closed until October 28th.

Electric Lineman: Thayne Muntz has started his transition as an Electric Lineman Apprentice. He will be working with the electric utility, and helping as needed in streets and parks.

Water Treatment Plant: Mike Hayes returned to work last week, and started cross training in the water treatment plant. Mike spent last week in the plant to learn about the day to day processes of the facility.

Council Retreat: Please reserve November 14th starting at 5:30 pm for a council retreat. The meeting will be held in the SunChips Incubator. Sandwiches will be provided, and it is expected that the meeting will go until 8pm.

Early Voting: Please encourage your friends and neighbors to vote in the upcoming election. Early voting starts on October 19th.

Christmas Light Parade: The Power-Up organization has taken on the responsibility for the Lighted Christmas Parade, to be held Sunday, December 4th. Please encourage local businesses to contact a member of Power-Up if they are interested in participating.

Trunk-or-Treat: The annual Trunk-or-Treat event will be held on October 31st from 5:30p.m.-7p.m. The first block of Main Street will be closed for this event.

Collection Bureau of Kansas (CBK): On May 16th the council consensus was to look further into utility and court collections through CBK. After reviewing the contract, the City Administrator and City Attorney felt uncomfortable with the proposal from CBK.

Bay Street Property Deed: The previously approved deed to the City Land Bank for property known as 223 S. Bay has been filed at the Register of Deeds Office.

Colclazier Properties: Properties formerly owned by John Colclazier, which have been in abatement processes for a number of years, are beginning to see some improvements. The house on Cedar St. is receiving a new roof and the garage on S. Spruce has been resided.

I) GOVERNING BODY COMMENTS

Trummel asked about progress on the Meadowlark House. Ludwig stated that the Hayses are in the process of obtaining windows and doors from an alternate company. The Hayses have been asked to attend Council meetings but have been unable to.

Dixson announced that a group of 35 individuals from VOLT will be attending electrical training here in town the first week of December. Participants are electrical contractors and union members. They have booked the hotel for the week and will be dining in town. They plan to make a donation to the Fellowship of Christian Athletes when they attend the soup supper that follows the Lighted Christmas Parade. They have also rented the theatre and will be showing the movies Sully and Lincoln. The community will be invited to join them. They have contracted with the Media Center for their video needs. Also, one of the members has built a large Santa sled that will be brought in and donated to the City in time for the parade. A similar group will be coming from Denver November 17th – 18th. There will be 35-40 in attendance for those meetings. Dixson is encouraged by both economic opportunities that are happening at no cost to the citizens.

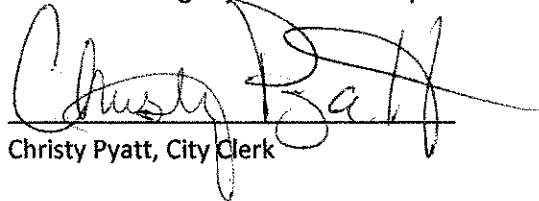
J) EXECUTIVE SESSION

Ludwig requested a 10 minute executive session for non-elected personnel. Trummel made a motion, seconded by Jungemann, to go into executive session until 6:55 p.m. for non-elected personnel. The motion passed 4-0. Council returned to open session at 6:55 p.m.

K) ADJOURNMENT

With nothing else to come before the Council, Dixson declared the meeting adjourned at 6:55 p.m.


Robert A. Dixon, Mayor


Christy Pyatt, City Clerk