

**Greensburg City Council  
November 21, 2016  
City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on November 21, 2016.

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was said and the invocation given by Pastor Franklin Ruff.

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

Council present: Matt Christenson, Mark Trummel, Haley Kern, Rick Schaeffer, and Sandra Jungemann.

Trummel made a motion, seconded by Christenson, to approve the agenda as presented. The motion passed 5-0.

**D) CITIZEN COMMENTS**

There were no comments from those in attendance.

**E) CONSENT AGENDA**

Jungemann made a motion, seconded by Kern, to approve the Consent Agenda as presented. The motion passed 5-0.

**F) ITEMS OF BUSINESS****1. Hearing on Junked Motor Vehicles**

City Administrator Kyler Ludwig requested Council table the scheduled hearing on junked motor vehicles located at 903 N. Sycamore until December 19th. The property owner had requested the hearing, but is unable to attend.

Trummel recommended that the Council review the current code on junked motor vehicles and asked what the next step in the abatement process would be if the property owner was unable to attend the next scheduled hearing. Ludwig advised that the current code was presented at the September 19, 2016 Council Meeting, during which the consensus of the Council was to move forward with enforcement of the code. Ludwig stated that an ordinance violation could be filed with the Municipal Court or Council could pass a resolution to allow staff to remove the blight from the property. Ludwig has discussed charges with the local towing company. If the vehicle was towed, the property owner would pay the towing company to retrieve his/her vehicle (\$50 pick-up and \$25/day storage). Christenson asked if the City would need a contract with the third party. That would not be the case. The property owner could pay the towing fee and retrieve the vehicle or give the title of the vehicle to the towing company. If the City were to be assessed a fee at any time, the property owner would be invoiced. If the invoice was not paid within the required amount of time, the cost would be assessed to his/her property taxes.

Kern made a motion to table the hearing for 903 N. Sycamore to December 19<sup>th</sup>. Jungemann seconded, and the motion passed 5-0.

**2. Junked Motor Vehicle Abatement Resolutions**

Staff presented a proposed resolution for a junked motor vehicle located at 507 S. Grove. Staff has made multiple attempts to contact the owner through phone calls, a friendly letter, and a certified letter (which was returned unclaimed). There has been no contact with the owner. The vehicle falls under the junked vehicle code as its tag is several years out of date. The code allows for unregistered vehicles if they are garaged.

Trummel, Schaffer, and Kern voiced concern that the vehicle is parked in the owner's drive way, is not causing any problems, and is not surrounded by weeds. Christenson and Ludwig noted that the criteria of "no registration" makes the code less subjective and gives the city the ability to remedy a junked motor vehicle without going to the extent of having to have an owner attempt to operate the car. City Attorney Gordon Stull stated that the wording of the code puts the burden on the owner to explain why the vehicle should not be declared a junked vehicle. Discussion continued on the current code and possible changes that could be discussed. Ludwig clarified that a copy of the code and pictures of some of the properties that would be lettered for junked vehicles had been provided in the September 19<sup>th</sup>. Should Council not feel comfortable deeming a vehicle "junked" they can simply not pass the prepared abatement resolution.

Christenson made a motion, seconded by Schaffer, to table action on the vehicle located at 507 S. Grove until a later date. The motion passed 5-0. The consensus of the Council was to review the current code for possible added changes.

**3. Position Classification and Pay Plan Resolution**

Ludwig presented a resolution to change the Position Classification and Pay Plan to reflect the change to the Lineman position that was approved at the last Council meeting. He also advised that the Department of Commerce has approved the City's apprenticeship program based on the changes made. Christenson made a motion to approve Resolution 2016-06, amending the Position Classification and Pay Plan. Jungemann seconded the motion, which passed 5-0.

**4. Blue Cross Health Insurance Renewal 2017**

A quote for continued employee health insurance coverage through Blue Cross Blue Shield (BCBS) was provided in the meeting packet. As planned for in the 2017 budget, the quote shows a premium increase of 15%. The deductible would be the same as last year, with an increase to the maximum out of pocket expense. Kern made a motion to approve BCBS of Kansas as the City's Health Insurance provider for 2017. Schaffer seconded the motion. The motion passed 5-0.

**5. COLA Discussion**

In January 2012 the City gave employees a \$1.00/hr cost of living increase. No COLA increase has been awarded since. Since 2012, the estimated rate of inflation is more than 5%. Over the past 10 years, staff has seen only two COLA increases. Ludwig asked Council for direction on what information they would like staff to put together regarding a City COLA.

Christenson stated that COLA increases should be directly tied to CPI increases. He believes that the wage study performed when the new pay plan was adopted accounted for the lack of COLA in the past. Christenson voiced that Council should review current pay versus the CPI and make adjustments to the pay scale floor and ceiling when the CPI reaches a given percentage. Ludwig concurred, stating that such a process would help eliminate future need for another pay study and make budgeting easier. Kern and Jungemann agreed that the pay scale should be reviewed annually. Trummel asked what other employee benefits Ludwig plans to look at increasing this year. Ludwig does not foresee any additional change requests. Ludwig also clarified that longevity pay is a set amount based on the number of months of service. Merit increases are at 3%, but are difficult to achieve at their maximum based on how the city's policy is written.

#### **6. Transformer – LTC testing results**

The City annually tests its transformer and LTC unit through SDMyers. The testing this year shows a significant increase in large carbon particles found in the LTC unit. This could be an indication that the system has some major flaws or leak that needs to be fixed. This issue is not common and can be caused by large lightening strikes, or incidents like squirrels getting in the transformer, as it did last year. Ludwig has researched the issue with other cities, who questioned the reading and recommended getting a third party to test the unit. SDMyers has provided a quote to filter and replace the oil while inspecting the unit. This would take the entire city off electricity for approximately 12 hours. The quote of \$11,850 does not include replacing any parts or repairs. This price may go up if additional services are requested (i.e. repairs, overtime, after hours, etc.). If a flaw is found within the system, parts will need to be ordered and replaced before the transformer could be put back online. Purchasing a repair kit would cost \$40-60,000, which may help speed up their process, but there would be a restocking fee for all unused parts. Ludwig recommended looking into another company to take a sample and provide a quote for service. He has located a company out of Oklahoma City and another out of Solomon, Kansas. Staff is seeking a quote from Southern Pioneer for a mobile transformer to keep power on during repairs. Staff will attempt to get a test done prior to the next Council meeting.

#### **G) CITY ATTORNEY'S REPORT**

There was no additional report from the City Attorney.

#### **H) CITY ADMINISTRATOR'S REPORT**

**Transfers:** Staff will be proposing the city's final transfers at the December 5<sup>th</sup> meeting. Council will need to decide if the transfer from the equipment reserve fund should be performed as scheduled.

**Stop Sign Request:** A request was made for a stop sign on Grant Street at the intersection with Walnut (near the City Pool). There is no current process for these types of requests. If members of Council would like Staff to look further, they were asked to reach out to staff and it will be added onto the agenda for a future meeting. It was the consensus of the Council to discuss the issue at a future meeting. Stull stated that an ordinance would be required to place a stop sign.

**RV Park:** The Planning Commission reviewed a request for an RV Park on North Bay, near the Kiowa County Fishing Lake. The final approval will need to come before the Governing Body at the December 5<sup>th</sup> meeting.

**Electronic Council Packets:** Staff will be looking for deals this coming week on tablets for Council to use during meetings, as previously approved.

**Thanksgiving:** City Hall will be closed on November 24<sup>th</sup> and 25<sup>th</sup> in celebration of the

Thanksgiving Holiday. Dixon asked if the Friday following Thanksgiving was part of the approved list of paid City holidays. Staff confirmed that this has been on the list for a number of years.

**KACM Annual Conference:** The Annual Conference for KACM will be in Newton Kansas on December 1<sup>st</sup> and 2<sup>nd</sup>. Ludwig will be out of the office on those days.

**Boards and Committees:** The City has positions to fill or reappoint on the Public Housing, Economic Development, and Tourism Boards. If Council knows someone who may be interested, they are asked to notify staff.

**Christmas Light Parade:** The Power-up organization has taken on the responsibility for the Lighted Christmas Parade scheduled for December 4<sup>th</sup>. Council was asked to encourage local businesses to contact a member of the Power-ups if they are interested in participating.

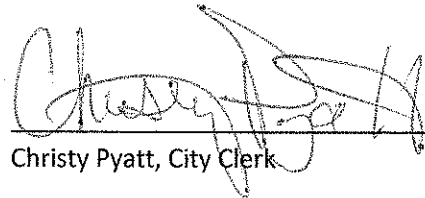
**I) GOVERNING BODY COMMENTS**

There were no additional comments from the Council.

**J) ADJOURNMENT**

With nothing further to bring before the Council, Dixon declared the meeting adjourned at 7:06 p.m.

  
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Robert A. Dixon, Mayor

  
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Christy Pyatt, City Clerk