

**Greensburg City Council**  
**April 4, 2016**  
**City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on April 4, 2016.

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was said. The invocation was given by Pastor Jeffrey Miller.

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

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

**D) CITIZEN COMMENTS**

Dixon welcomed citizens to the meeting and opened the floor for comments or questions.

Carolyn Irvin thanked the City for their attention to the alley behind Kwik Shop and encouraged them to continue to address other allies she feels are in need of maintenance.

Mary Merhoff thanked the Council for entertaining the idea of allowing poultry on residential properties. She feels that changing the code will allow city kids to have small, contained 4-H animal projects. She encouraged strict guidelines such as requiring fowl be contained, no roosters, and that the wings be clipped.

**E) CONSENT AGENDA**

Staff provided an amended Appropriation Ordinance for Council's approval. Kern made a motion, seconded by Jungemann, to approve the amended consent agenda as presented. The motion passed 4-0.

**F) ITEMS OF BUSINESS****1. Cyber Insurance**

Council reviewed the City's insurance coverage for this year at the March 21<sup>st</sup> meeting. Jeanine Hassiepen, People's Insurance, has gathered additional information on the Cyber Solutions Insurance that was offered at \$921.00. Hassiepen informed Council that there is not a minimum level of security needed prior to obtaining coverage. The insurance helps cover costs of viruses and data loss (i.e. computer hack). The insurance would also cover losses sustained through data recovery efforts when business data has been compromised. A brochure was provided through EMC that more fully summarizes what is covered by the insurance. EMC also provides recommendations and assessment tools that can be used to help ensure the City is secure. City Administrator Kyler Ludwig provided the names of several Kansas cities that have moved toward purchasing cyber insurance, noting that some including Sedgwick County have opted out of purchasing this type of coverage.

Kern and Christenson voiced their preference to focus on prevention before purchasing insurance, but noted that the coverage would provide resources to assist with that evaluation and process. Staff was asked to review policies and procedures that would assist in protecting the city's data.

Christenson made a motion, seconded by Kern, to approve the purchase of cyber insurance. The motion passed 4-0.

## **2. Crack Fill Equipment Purchase**

Ludwig advised Council that \$5,400 was allocated in the 2016 budget for the purchase of a cold-pour crack filler. The City currently has a gravity fed unit that fills cracks with cold tar. Staff has found the current process to be slow and inefficient. Staff has received two bids on a CrackPro 3500. Seal Master presented the lowest bid of \$5,360. Team Lab's bid for the same equipment was for \$5,400. The system would include an air-wand to blow dirt out of cracks prior to the seal being applied; the machine can also be used to apply sealant to the road and in cracks.

Jungemann made a motion, seconded by Trummel, to approve the Seal Master bid of \$5,360. The motion passed 4-0.

## **3. Commercial Outdoor Contract Renewal**

Staff has received a billboard lease agreement from Commercial Outdoor, LLC for the billboard located next to Rick's on the west side of Pratt. The Tourism Board unanimously approved the agreement and has the funds within its budget; however, the two year contract exceeds the \$5,000 spending limit of the board. Earlier this month the City's billboard was erroneously taken down because of a miscommunication. The current artwork will be replaced at no charge. The City will still have the option to select a new design in the future. Replacement of the design would cost \$600.

Christenson made a motion to approve the 2 year contract with Commercial Outdoor, LLC. Jungemann seconded the motion. The motion passed 4-0.

## **4. Iroquois Center Land Bank Donation**

Ludwig has been approached by the Iroquois Center about a donation of two properties into the Land Bank. The first property is located at the southwest corner of Kansas Avenue and Grove Street. The second property is located on South Olive Street. The properties are county appraised at a combined value of \$5,940. City Attorney Gordon Stull has reviewed the properties and found there to be good titles on both, with no liens and only the current taxes owed. Taxes on the properties would be removed should they be placed into the Land Bank. Staff feels that the property located on Kansas Avenue is a great property for a potential business and would allow the City an economic development incentive for an interested business.

Dixson convened the Council as the Land Bank at 6:19 pm.

Carolyn Irvin, Iroquois Center Board Member, stated that the Kansas location was the original site of the Iroquois Center. The Center is no longer able to maintain the properties.

Stull advised that with a clean title the City could obtain a deed and go to title closing; however, should the Center be seeking a specific valuation he would recommend a contract be signed.

Jungemann made a motion, seconded by Christenson, to accept the donation of both properties into the Land Bank. The motion passed 4-0.

Council returned to open session at 6:22 pm.

### 5. Bike Program

Ludwig advised that at their last meeting the Tourism Board approved the launch of a test project, offering visitors a unique opportunity to see our community in a sustainable way. The board approved spending \$500 of their budget to help launch a free bike program that would be based out of the Big Well Museum. Residents and visitors would be allowed to borrow a bike for a few hours, with helmets being available during business hours. The Safe Kids Program has agreed to donate helmets and the Greensburg Recreation Commission has proposed a \$1,000 donation to the program as part of a health initiative. A similar program was started in Manhattan, KS over this past year. Tourism has secured residential volunteers to perform weekly bike maintenance. The City would store the bikes indoors during the winter season. Tourism is requesting \$500 from the City's General Fund to help with the purchase of 12 bikes and two "co-pilots" at a cost of \$1,753. Photos of the proposed bikes were provided in the meeting packet. Tourism Director Stacy Barnes has researched the initiative and has seen a desire from visitors for such a service. The City of Manhattan has seen their project be successful and has experienced very little vandalism.

Christenson questioned the difference in the price quoted and the amount of funding being requested. Kern, Council's representative to the Tourism Board, stated that overage was for decals, tires, and other maintenance items.

Christenson made a motion to approve \$500 from the General Fund for the program. Jungemann seconded the motion. The motion passed 4-0.

### 6. Draft Chickens Ordinance

At their last meeting, Council expressed interest in reviewing amendments to the Animal Control Ordinance to allow the keeping of fowl on residential properties. Staff provided a rough-draft amendment to the Code that would allow for chickens with some exceptions. As proposed, a property owner could apply for a permit for 6 chickens. The cost of the permit would be \$50 the first year and \$15 each year thereafter. The property proposed to house the chickens would need to be occupied by the applicant and the applicant could not have received an animal violation within the last 2 years or a notice of non-compliance for any environmental or housing violation within the last year. The draft also gave distance requirements for the storage of manure, coops, runs and tractors; setback requirements; feed storage, and standards of care requirements; and penalties for violating the code.

Christenson and Trummel noted that the draft does not require privacy fences or notification of neighbors. Council had voiced the preference of both at the last meeting. The draft also only permits chickens, not fowl (ie. ducks). Kern asked for clarification on the price of a permit. Ludwig voiced concern that requiring privacy fences would create a significant cost barrier for those wanting to have chickens, and privacy fencing is not required by most cities. If Council desires privacy fences to be required, Staff requested that Council specify fence height and construction. Pyatt clarified that the cost of the permit is for 6 chickens, not for each bird, and is to cover the initial cost of staff time in the permitting process. Christenson asked about the placement of coops and runs in street setbacks. Coops and runs would not be allowed in front yards and current zoning setbacks would prevent them from being placed in setbacks. With many houses having so few neighbors, Ludwig feels that requiring a percentage of neighbors to agree to the applicant's request would prove to be an issue as one neighbor could create veto power. Trummel believes that notifying property owners is only fair. Ludwig noted that only 2 of 41 cities that he researched require any form of notification. Of those two cities, one required simple notification of property owners within a 200 foot radius of the applicant's property. The other city required a petition be signed and that all those within the notice area approve the request. Kern suggested that only adjacent property owners be notified and that notification was not necessary if

a property was vacant. Ludwig advised that occupied and unoccupied properties should be treated equally as owners may have plans for future development. Trummel and Christenson requested notice be mailed to property owners within a 200 foot radius. Ludwig suggested property owners be given two weeks to respond. Trummel would like to see 100% approval from those noticed. During a brief discussion on the types of fowl to be allowed, Christenson stated that if he was to approve chickens then he would also approve of ducks. Jungemann and Kern concurred that ducks should be allowed and that an applicant could possess 6 birds total (a mixture of chickens and ducks).

Staff will add the recommended changes to the draft and have Stull review the draft. Council was asked to address any concerns with Staff prior to the next Council meeting. Staff will present an ordinance for a vote of the Council in May, allowing Council and citizens to review the proposal.

#### **7. Quarterly Financial Report**

City Clerk Christy Pyatt briefly discussed the Fund Balance and Treasurer's Reports for the first quarter of 2016, found in the meeting packet. Christenson voiced concern over the Sanitation Fund. Ludwig reminded Council that the old sanitation rates were charged to customers for the first 2 months of the year. Christenson asked if a budget amendment would be necessary. Ludwig stated that it was possible and pointed out that the fund does have a cash balance. Christenson also asked about the low percentage of expenditures thus far from the Incubator Fund. Ludwig noted that the budget was set very high, which creates the appearance of low expenditures. Ludwig believes that performance measures will allow Staff and Council to set better standards for specific times through the year.

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

There was no report from the City Attorney.

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

Ludwig provided a prepared City Administrator's Report to Council. The following topics were discussed in the report:

**Road Closures:** Union Pacific has requested road closures from April 5-7<sup>th</sup> at the railroad crossings in town. The crossing at Main Street will be closed for two days from April 5<sup>th</sup>-6<sup>th</sup>. The crossing at Grove Street will be closed on April 6<sup>th</sup> and Bay will be closed on the 7<sup>th</sup>.

**Code Enforcement:** Ownership of the Colclazier properties has changed. The new owner has given Colclazier 30 days to move his belongings, and will start cleaning the properties after that time.

**Business Incubator:** The Incubator has reached full capacity. City staff will be using the April 18<sup>th</sup> meeting to continue discussions about the finances of the facility.

**Old Pool at Davis Park:** Staff started discussions with the 5.4.7 Arts Center about potential public art murals, and other ways to use the former pool bathhouse as a place of public engagement. Staff will likely begin cleaning up some of the fencing in the coming weeks.

**Municipal Election:** The City Election will be at the Community Building from 7am-7pm on April 5<sup>th</sup>. Those present were asked to encourage their neighbors to vote.

**Fall Elections:** Staff will be preparing an ordinance to bring the City into compliance with State laws by changing elections to the fall. This will be a discussion item at the April 18<sup>th</sup> Meeting.

**Economic Development:** A County Economic Development meeting will be held at 5:00pm tomorrow at the Business Incubator. The meeting will focus on the Red Tractor loan.

**USPS Meeting:** The Post Office has asked to use the Council Chambers on April 14<sup>th</sup> for a Town Hall Meeting. The meeting will start at 6:00pm. The Post Office will be discussing changes in operations. Members of the community interested in learning about changes to their service are encouraged to attend.

**KPP Member Appreciation Dinner:** Members of the governing body and guest of their choice have been invited to the Annual Member Appreciation Dinner on May 4<sup>th</sup> at 6:30 pm in Wichita. Those interested in attending can register at [www.kansaspowerpool.org](http://www.kansaspowerpool.org). A representative from KPP will be at the April 18<sup>th</sup> Council meeting to give a brief report.

**Spring Clean Up:** The City Wide Spring Cleanup is scheduled for May 14<sup>th</sup>. The Methodist Church has volunteered to help individuals get things to the curb in preparation for that day. Staff will be working on an advertisement for the event.

**I) GOVERNING BODY COMMENTS**


Kern reported on the participation of Stomp Out Starvation, noting that 52,000-57,000 meals were packaged during the USD 422 event.

Dixson asked about the progression of dog registration, noting he has had multiple complaints about dogs. Chief Paul Alvarez said he will be distributing a letter giving citizens 30 days to comply with the registration requirements in the Animal Control Ordinance.

**J) ADJOURNMENT**

With no additional items to come before the Council, Dixson adjourned the meeting at 7:00 pm.

  
Robert A. Dixon, Mayor

  
Christy Pyatt, City Clerk