Item 1: Opening Session
Call to Order; Pledge of Allegiance; Invocation; Roll Call
Council President Mark Trummel called the meeting to order at 6:00 p.m. on June 18, 2012. The Pledge of Allegiance was said and the invocation given by Pastor Terry Mayhew. Roll call was taken. Council present: Mark Trummel, Matt Christenson, Erica Goodman, and Sandra Jungemann. Rex Butler was paged for a fire call just before the meeting and returned later in the meeting.

Additions/Deletions to the Agenda
City Administrator Ed Truelove requested that Council add agenda item 4I to discuss the streetscape project and the irrigation system problems in the Main Street planter boxes. Truelove will also address his signing of the Economic Development Administration’s (EDA) Final Acceptance Report as a prerequisite to closing out the project and processing the final EDA pay request in the amount of $230,068.50.

Christenson made a motion, seconded by Jungemann, to approve the agenda with Truelove’s requested addition. Motion passed 4-0.

Mayor’s Report
Mayor Bob Dixson was out of town.

Council Member’s Report
There were no reports from the Council.

City Administrator Comments
Truelove notified Council that his research indicates that Appendices B-E of the Personnel Policy Handbook approved by Council on 6/4/12, which were thought to have been omissions of previously adopted city policies, have in fact never been adopted policy. These appendices include the topics of blood borne pathogens, hazard communications, lockout/tagout, and confined space entry. Staff has access to documents on each of the subjects but has never had actual policies. Truelove is working with OSHA on obtaining nationally accepted sample policies and will rework those policies to make them locally applicable. Staff will review the policies before they are brought before Council for consideration. Jay Newton, former Administrator and author of the policy handbook, was under the impression that the City already had these policies in place.

On June 15th, Staff received a sweeping records request from Jeremy Butler, which is possibly in response to Council’s discussion at the last meeting regarding the City’s weed ordinance. Truelove listed the lengthy list of items requested. Staff estimates 16 hours of labor to fulfill the request with the appropriate fee. City Attorney Gordon Stull has approved the request. Butler has also requested to be on the next meeting agenda to request Council waive a mowing fee for the property at 312 E. Wisconsin.

Truelove advised that he had submitted a letter to Mr. Matt Deighton, asking him to remove the Ducksalt signs displayed throughout the community. The letter was included in the Council packet.
For agenda item 4F, Truelove provided two updated copies of Options 1 and 2, Special Purpose Vehicle Ordinance, to correct small errors and to remove pocket bikes and motorized scooters from Option #1. Truelove explained that he found no statutory approval for these type of vehicles to be allowed on City streets.

**Item 2: Public Comment**

Trummel thanked those citizens in attendance and opened the meeting to public comment.

Kiowa County Signal Editor Patrick Clement advised Council that dollar amounts quoted from the Signal by a citizen during public comment at the last Council meeting were that citizen's interpretation of what was printed rather than what was actually printed. The dollar amount quoted was not actually in the article. He also informed Council that the Signal will now carry weekly, year, to date tallies of Big Well visitors. Clement estimates a quarter million readers of the paper that contained the article on the opening of the Big Well and thanked Stacy Barnes and her staff for their assistance.

**Item 3: Consent Agenda**

Goodman made a motion to approve the consent agenda as presented. Jungemann seconded. Motion passed 4-0.

**Item 4: Items of Business**

A) Receive Gene Yohn requesting payment of a bill from Adams Electric & Plumbing, LLC to John Yohn (317 S. Olive) for repairs to the cold water line going to a water heater following City repair of a water leak. (Agenda item from 6/4/12 that was disapproved by Council.)

Trummel welcomed Gene Yohn. Yohn explained that water to his father’s home had stopped running following a city repair to a neighborhood water line. Yohn believes that the City should be responsible and that as a tax payer, a long time resident, and because of his age, his father should be paid at least half of the bill, if not the entire bill. According to Yohn, a City Employee told his father to bring the repair bill to City Hall, and he assumed that meant that the City would pay for it. Yohn believes that if the City has the equipment available to fix a problem, such as the one his father had, they should do so. He acknowledged that something happens every time the City works on the old line.

Jungemann asked which employee had told him to bring the bill to City Hall, to which he replied, Mick Kendall, the City’s Utilities Superintendent.

When asked if there had been any additional complaints from Yohn’s neighbors, Truelove stated that there had not been. Yohn stated that he had spoken to a neighbor across the street who said she has had low water pressure since repairs to the line were made. The neighbor advised that she finally has enough pressure to flush her toilets.

No action was taken by Council.

B) Receive Tanner Lucas, New Boston Creative Group, to present the Greensburg Tourism Marketing Action Plan.

Tanner Lucas of New Boston Creative Group gave a Power Point overview of the City’s Tourism Marketing Action Plan. At the end of the presentation, he advised that Council could obtain a copy of the Power Point by contacting Stacy Barnes.
Goodman thanked Lucas for the helpful information, acknowledging that Stacy Barnes, Tourism Director, will be very busy over the next few years.

C) Consider a partnership agreement with the Center For Innovation (CFI).
Truelove had included a copy of the proposed agreement between the City of Greensburg and the Center For Innovation in the Council packet. Stull has reviewed the contract and City Treasurer Pam Reves has confirmed that there are funds available to enter into the agreement. Truelove acknowledged that there has been continual contact between CFI, himself, and the Mayor. CFI is very interested in the City’s progress and have grant opportunities that they would like to include Greensburg on. Council was reminded that, with the proposed agreement, Greensburg will gain immediate access to entities on the national level. CFI would write the grants and City Staff would provide them information that they will need.

Goodman had several questions, including who would be responsible for working with CFI on joint activities and the various other items referenced in the agreement. Truelove believes that there will be regional participation in the project but that the City must be actively available to CFI and other interested parties. Greensburg cannot expect CFI to do all of the work. We will need to be prepared to host CFI or regional companies who are interested in Greensburg. Truelove hopes to work in cooperation with the local Economic Development Board. Greensburg would be the affiliated partner, but Truelove believes that this opportunity is for Kiowa County as a whole. Goodman asked if Economic Development has been brought up to speed on the proposed partnership. Truelove advised that some of the board members have been briefed on an individual basis but that he plans to speak to the entire group at their meeting tomorrow evening.

Goodman asked for clarification on the expense of the partnership. Truelove confirmed that the proposed agreement called for $25,000 each year for five years. Jungemann asked for confirmation that the partnership could be stopped at any time, by either party. Truelove confirmed her observation.

Trummel asked if CFI was wanting Council to move on the proposal. Truelove stated that they were anxious to get started, but that he wants Council to have answers to any questions they may have. Goodman stated that she thinks that this is a good offer, but that this is a lot of literature to review. She is not prepared to vote on the matter tonight. Christenson agreed stating that the agreement was a lot of money, but an investment with the potential for an even greater benefit down the road.

It was the consensus of the Council to table the agreement and invite CFI to speak to Council at their next meeting. Jungemann suggested that the Economic Development Board may want to be present for that conversation.

D) Receive a report from City Administrator Ed Truelove on the airport project.
Council was provided a copy of the initial airport report from H.W. Lochner. More information will be forthcoming as Lochner attempts to meet their goal of a final report in July. Truelove, Public Works Superintendent Mike Hayse, Utilities Superintendent Mick Kendall, and City Clerk Christy Pyatt have attended a very informative presentation of the report. Truelove advised that it is KDOT’s intention to have an airport capable of providing air ambulance service to every municipality within 30 minutes. They feel that Greensburg could be a mid-America stopover for fuel, a potential for additional revenue.

Truelove gave an overview of the report and the airport project as it stands today. Greensburg was dropped from the National Plan of Integrated Airport Systems (NPIAS) list but Lochner is confident that
it will be added back to the list. Until that time, the project is not eligible for FAA funding and will utilize state funds.

Butler arrived at 7 pm.

Truelove explained that KDOT funding does not cover hangars or terminals. Those items will have to wait for additional funding. Phase I will be a 3,200 x 60 ft turf runway with dirt work done for a 4,000 ft runway. KDOT has advised that it is possible that grant funds will be available for a paved runway phase before a plane ever lands on the turf. Truelove explained that with a 4,000 ft runway there is the need for easements at the north and south ends of the strip for a protection zone. He also addressed the possibility of the airport being an AWOS location (a frequency that gives weather updates to pilots), hanger options, and the potential that a terminal with specific amenities could attract larger numbers of aircraft on a regular basis.

E) Consider an Airport Modernization Agreement between the City of Greensburg and Secretary of Transportation of the State of Kansas for 90% grant funds ($270,000) to bury overhead power lines at the new airport site.

Council was presented with an Airport Modernization Agreement between the City and the Secretary of Transportation of the State of Kansas. Staff had been urged by KDOT to apply for a grant to bury the Southern Pioneer overhead power line that runs at the south end of the airport property. Lochner had obtained a rough estimate from Southern Pioneer of $300,000 to bury the line. Pyatt received the agreement before Council and the advisement from KDOT that 90/10 grant funds were available. The amount required by the City, $30,000 as referenced in the agreement, is currently available in the budget. Christenson made a motion, seconded by Goodman, to approve the signing of the Airport Modernization Agreement. Motion passed 5-0.

F) Consider Ordinance 1020 regulating the use of special purpose vehicles on City Streets and repealing Ordinance 943 Section 14-101 and Sections 114.1 and 114.2 of the 2007 Standard Traffic Offense Code.

Truelove explained that Council had been provided with an option 1 and option 2 to consider for Ordinance 1020 regulating the use of special purpose vehicles (SPVs) on city streets. Option 1 allows for all-terrain vehicles (ATVs). Truelove recommended option 2 which prohibits ATVS, pocket bikes, and motorized scooters. By statute, ATVs are allowed on city streets if a City has an ordinance allowing them and if vehicles meet equipment standards required by statute.

Council had several questions on the issue. Goodman questioned if seatbelts were part of the required equipment. She was advised that they were not but that most micro utility vehicles have seatbelts. Butler asked if adoption of the ordinance gave the Sheriff the authority to stop SPVs. Truelove clarified that it does not because the Sheriff already has the authority. He further explained that golf carts are not allowed by statute unless a city includes them in their ordinance. Goodman asked about the transportation of infants and small children in SPVs. This is not prohibited but most SPVs do not allow for the installation of a car seat. Trummel and Butler voiced concern over SPVs and motorized wheelchairs crossing the highway. Both are allowed to cross the highway but cannot travel along it. The City does not currently have a police department or a contract with the Sheriff’s Office so they do not have a way to enforce this ordinance; however, if the Sheriff’s Office stops an SPV driver and they do not have a City registration, they can be directed to do so. The Sheriff’s Office has shown considerable interest in the City adopting such an ordinance.
Butler stated that he was not in favor of a required registration if a driver must already be licensed. He reminded Council that there are several area farmers who use ATVs to get from one field to another and cross through town. Truelove stated that the City would potentially be in violation of state statute with no registration. Whether or not the City charges a fee is up to them, but it is key to covering staff time. Through the registration process, the City would have the vehicle’s VIN in case of theft. In response to farmers utilizing ATVs, Truelove stated that they are probably fine on county roads, but once in town there is a potential that they will venture into higher traffic areas such as the highway or Kwik Shop.

Ruth Ann Wedel asked, from the audience, if lawn mowers would be allowed on City streets from site to site or if they would have to be loaded onto a trailer. Truelove responded that with his police officers he always advised them to use common sense. If a mower was being moved from one location to another that is one thing, but if it is being used to travel across town there could be a safety issue.

Jungemann made a motion, seconded by Christenson, to adoption option 2 as Ordinance 1020. Motion passed 4-1 (Butler).

G) Consider approval of the Support and Hosting Agreement with Quality Attributes Software (QAS) for the software on the kiosks located at City Hall, the Incubator, and the Big Well.
Truelove explained that Council was being presented with a Support and Housing Agreement with Quality Attributes Software (QAS) for the 3 kiosks located at City Hall, the Business Incubator, and the Big Well. The fee for this initial service agreement was paid previously. QAS staff has explained that this agreement simply allows them to begin accounting for the 10 hours of service available at no additional fee. The City will be approached next year with a contract for future service. At no time has QAS known a customer to need more than 10 hours. Should the city exceed its limit, the rate for service is $125/hour. The kiosks are one green element that is part of the City’s attempt at LEED Certification.

Butler pointed out that paragraph 12 of the agreement references compliance with New Jersey code, where QAS is based. Stull advised Staff to strike New Jersey and handwrite Kansas.

Christenson made a motion to approve the agreement, striking “laws of New Jersey” and changing it to “laws of Kansas”. Butler seconded. Motion passed 5-0.

H) Consider the scheduling of 2013 budget work sessions.
Truelove requested that Council pick 2 dates that would work for them to hold budget work sessions the week of July 9th-13th, allowing Staff to comply with the budget calendar they have established for the year. After a brief discussion of potential conflicts, the consensus was to hold work sessions on Tuesday, July 10th and Thursday, July 12th at 6:00 pm.

I) Discuss the streetscape project and irrigation system problems in the Main Street planter boxes, as well as the signing of the Economic Development Administration’s (EDA) Final Acceptance Report.
Truelove has been approached by several citizens about the safety of the below ground planter boxes on Main Street. In addition, EDA has requested a Final Acceptance Report be completed to finalize their portion of the project’s funding. Truelove had 2 concerns after examining the document: 1) the form requests a date for a final, formal inspection of the project (After researching the issue, Staff has found that BNIM never attended a final inspection with all parties involved.) 2) the report requires Staff to sign that work on the project is complete or substantially complete. Truelove has signed the form to return to EDA with a final acceptance date being the date the City submitted the final payment on construction of the project. EDA has advised that signing this form notes that the construction is
complete, which is the portion that EDA funded. Design and architecture was paid through another source. The EDA form does not say that the City is 100% satisfied with the final product or design. Staff believes that the construction done was based on the design. Continuing concern of the below ground boxes and the non-functioning irrigation system are believed to be issues with the project’s design. Truelove would like to discuss possible solutions for obtaining functionality in executive session. Truelove advised that submittal of the EDA report allows them to release the remaining $230,068 of grant funds.

**Item 5: City Attorney’s Report**
There was no report from the City Attorney.

**Item 6: Executive Session**
Truelove requested 10 minutes of executive session. Stull requested an additional 10 minutes. Christenson made a motion to go into executive session until 8:20 pm. Goodman seconded. Motion passed 5-0.

Trummel declared the meeting back in open session at 8:20 pm.

Truelove asked if there needed to be action taken on agenda item 4A. Stull advised that action was only needed if Council wanted to consider a change to their previous vote at the last meeting. Jungemann suggested Council consider paying ½ of the plumbing bill in question. Christenson stated that the house side of the meter was the citizen’s responsibility and the street side is the city’s. Butler stated that with the old water lines, rust will get into the line when they are worked on. Trummel is afraid that payment of any portion of the bill will cause others to want the same done for them.

**Item 7: Adjournment**
With no additional comments or items to come before the Council, Trummel declared the meeting adjourned at 8:24 pm.

Robert A. Dixson, Mayor

Christy Pyatt, City Clerk