

**Greensburg City Council
December 2, 2013
City Hall**

Item 1: Opening Session

Call to Order; Pledge of Allegiance; Invocation; Roll Call

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on December 2, 2013. The Pledge of Allegiance was said. Pastor Terry Mayhew gave the invocation. Council present: Matt Christenson, Mark Trummel, Haley Kern, Sandra Jungemann, and Erica Goodman.

Additions/Deletions to the Agenda

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

Mayor's Report

Dixon reported that last Friday he, along with representatives from FEMA, Joplin, MO, and a community in Vermont, visited Loveland, CO to discuss disaster recovery with a small delegation from Colorado communities devastated by the floods earlier this year.

Council Member's Report

There were no reports from the Council.

City Administrator Comments

City Administrator Ed Truelove briefed Council on the following topics:

- A. The Greensburg Business Park clean-up has been completed. Staff will be working with the contractor, and PEC, to finalize all paperwork and submit the final numbers to USDA to close out the project. Staff had planned on seeding with wheat, to help with erosion control, but the project ran too late to plant anything. Staff has ordered buffalo seed to be used next spring.
- B. Mr. Jerry Younger, KDOT Assistant Secretary of Transportation, will visit Greensburg tomorrow morning. The Mayor and Truelove will have the opportunity to welcome Mr. Younger.
- C. PEC is continuing to work with the City on the Davis Park project, and Staff is anticipating a public meeting to be held January 13th to discuss the relocation project. Staff is hopeful of having the results of the public meeting to Council at the January 20th meeting.
- D. Council is reminded that with the passage of Charter Ordinance #15 (August 5th), there will be a General City Election on April 1, 2014 for three Council seats. The election will be for a three-year term. The filing deadline (with the County Clerk) is 12:00 pm on January 21st.

Item 2: Public Comment

Dixon welcomed those in attendance. There were no comments from the public.

Item 3: Consent Agenda

Jungemann made a motion, seconded by Kern, to approve the consent agenda as presented. Motion carried 5-0.

Item 4: Items of Business

A) Review an Ordinance to be submitted to the Planning Commission for a public hearing to consider amending the 2011 Sustainable Land Development Code, to permit the usage of existing, freestanding sign structures for off-premise signage along US 54.

Truelove clarified that the Ordinance before Council tonight for off-premise signage along US 54 was for their review only. Council may choose to send the document to the Planning Commission and ask that they hold a public hearing on the recommended changes, make additional changes to the document, or recommend no

changes to the code. References to specific sites with existing sign structures have been removed from the document. Truelove also reminded Council that the current zoning code and city code offer guidelines regarding the permitting of and quality of signs. Trummel questioned short term signs along US 54 promoting a sale. Truelove explained that those signs are considered off premise signs, are not allowed by the current code, and a permit cannot be purchased for such signs. Truelove verified that he has visited with a local business owner who benefits from such signs and encouraged that owner to follow the current code and to proceed with the protocol to review possible changes to the code, through the Planning Commission, if it is felt that the code does not fit the current circumstances of the City. Truelove also verified that the directional signage initiative by the Tourism and Convention Committee does not fall under the ordinance proposed tonight. Jungemann made a motion, seconded by Trummel, to send the ordinance presented tonight to the Planning Commission and request that they hold a public hearing on the matter. Motion passed 5-0.

B) Consider Ordinance 1048 establishing a non-budgeted, Diversion Fee Fund for fees received pursuant to the Greensburg City Attorney's diversion program. Fees shall be used for law enforcement and prosecutorial purposes as the City Attorney deems appropriate.

Staff requested Council consider Ordinance 1048, establishing a non-budgeted Diversion Fee Fund for fees received through the City Attorney's diversion program. Establishment of the fund would provide continual access to funds throughout the year. Should the fees continue to be placed in the General Fund, they will not be available to law enforcement or for prosecutorial purposes after the end of the year. This year, Chief Alvarez utilized the fees for equipment expenditures, saving money available in his budget. If placed in a non-budgeted fund, these fees could be allowed to accumulate and be utilized for larger purchases down the road. Goodman made a motion, seconded by Jungemann, to approve Ordinance 1048. Roll call vote: Christenson: yes; Trummel: yes; Jungemann: yes; Goodman: yes; Kern: yes. Motion passed 5-0.

C) Consider Resolution 2013-14, approving the sale of City of Greensburg, Kansas Assisted Living Facility Revenue Bonds Series A 1999 and Taxable Assisted Living Facility Revenue Bonds Series B, 1999; approving the call and early redemption of said bonds; authorizing the execution and delivery of (1) a special Warranty Deed, (2) a Bill of Sale, (3) a Termination and Release of Lease, (4) a Satisfaction, Discharge and Release of Indenture, and (5) a Termination and Release of Land Use Restriction Agreement.

Resolution 2013-14 was presented for Council's approval. As explained at the last Council meeting, the Resolution allows for the retirement of Revenue Bonds for the Carriage House Assisted Living Facility. City Attorney Gordon Stull has reviewed the document and been in communication with the attorney associated with the sale of the bonds. Trummel made a motion, seconded by Jungemann, to approve Resolution 2013-14. Motion passed 5-0.

D) Consider Resolution 2013-15, adopting changes to the Personnel Policy Handbook for Longevity Pay, as discussed with Council on November 18, 2013.

Resolution 2013-15 was tabled at the last Council meeting and adopts changes to the Personnel Policy Handbook for Longevity Pay. The resolution returns longevity pay to \$5 per continuous month of service to the City. Council requested that a cap of \$1,000 be added to the presented resolution. Kern made a motion to approve Resolution 2013-15 with the addition of a \$1,000 cap. Goodman seconded. Motion passed 5-0.

E) Consider Resolution 2013-16, adopting changes to the Personnel Policy Handbook for Sick Leave Bank.

Resolution 2013-16, adopting changes to the Personnel Policy Handbook for Sick Leave Bank, was tabled from the last Council meeting. Council was provided with a "red-line" copy of the changes to the policy since the previous meeting. Truelove requested input from Council on how an employee would opt in or out of the policy. Truelove suggested establishing a form that must be completed by each employee. Kern questioned if there should be an annual contribution date rather than allowing donations to the bank whenever an employee chooses and if there should be a required minimum contribution by an employee before he is

eligible to draw from the bank. Her concern was that an employee may offer a one time contribution, making them eligible to receive from the fund under the currently proposed resolution, and then never donate again. Truelove confirmed that he had spoken to the City Auditors regarding the policy. They directed that employees be allowed to contribute a sum of accumulated hours to establish the bank's original balance, rather than the City creating hours to establish the bank. Also discussed was whether or not an employee should be required to use not only their accumulated sick leave but their vacation time as well before being allowed to draw from the bank. Truelove does not believe that employees should be required to use earned vacation time prior to being allowed to draw from the bank. Pointing out that most policies he had viewed required the depletion of both, Truelove would prefer to see employees have the choice to manage their own time and choose to use their vacation or draw from the bank, which would then have to be repaid. Christenson suggested amending section "a" of the proposal to say that "participating" employees will contribute a proportional number of hours to reestablish the bank, should the balance fall below the minimum 240 hours. He also recommended establishing a maximum balance for the bank, potentially of 1,000 hours. Christenson made a motion to table the Resolution for further revisions. Trummel seconded, and the motion passed 5-0.

F) Consider reappointing Jill Eller to the Kiowa County Economic Development Board for a term to expire December 31, 2016.

Goodman made a motion, seconded by Jungemann, to reappoint Jill Eller to the Kiowa County Economic Development Board for a term to expire December 31, 2016. Motion passed 5-0.

G) Consider reappointing Aaron Zadina to the Greensburg Rec. Commission for a term to expire December 31, 2017.

Trummel made a motion, seconded by Kern, to reappoint Aaron Zadina to the Greensburg Rec. Commission for a term to expire December 31, 2017. Motion passed 5-0.

Item 5: City Attorney's Report

There was no report from the City Attorney.

Item 6: Executive Session

There was no need for executive session.

Item 7: Adjournment

Staff advised Council of an opening on the Greensburg Housing Authority Board at the end of the year. Dixon declared the meeting adjourned at 6:55 p.m.

Robert A. Dixon, Mayor

Christy Pyatt, City Clerk