

**Greensburg City Council
September 2, 2014
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 September 2, 2014. The Pledge of Allegiance was said, and the invocation given by Dixon. Council present: Mark Trummel, Matt Christenson, Sandy Jungemann, Rick Schaffer, and Haley Kern.

Additions/Deletions to the Agenda

Truelove requested that item 4E, Consider purchase of an auto recloser for the power substation for \$9,350, be added to the agenda. Trummel made a motion to approve the agenda with the requested addition. Jungemann seconded. Motion passed 5-0.

Mayor's Report

Dixon reminded everyone that the State Fair opens on Saturday. He invited everyone to visit the City's booth.

Council Member's Report

There was no report from Council.

City Administrator Comments

City Administrator Ed Truelove briefed Council on the following topics:

- Staff has completed work on a new Procurement Policy Resolution, a re-write of the current policy. The City Attorney will review the document. Staff plans to present the document to Council at their next meeting.
- Truelove will participate in a phone conference on Friday, September 5th, with the pool design/build team, to discuss the pool schematic design, divisions of responsibility, and budget issues.

Item 2: Public Comment

Dixon welcomed those in attendance and opened the meeting to public comment. 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 passed 5-0.

Item 4: Items of Business

A. Consider Resolution 2014-06, creating an On Call policy in the Personnel Policy Handbook.

Truelove has developed an On Call policy for the Personnel Policy Handbook. After speaking to the author of the City's policy manual, Jay Newton, Staff has removed proposed changes to the overtime policy that were addressed in the previous draft of this Resolution. Staff has also made one change to the last paragraph of the on call policy, from that proposed in the original draft. Staff recommends changing the requirement to work 40 hours in order to receive overtime for emergency work to say that the employee will be paid overtime regardless of the number of hours completed during the scheduled work week. Staff has confirmed that this change will not represent an increase in expense to the City, is the same as the previous policy manual, and will support those being called out. The other primary

change is stating that employees are provided cell phones rather than pagers. The proposed policy formalizes current procedure. Christenson made a motion to approve Resolution 2014-06 as presented. Trummel seconded. Motion passed 5-0.

B. Discuss possible changes to the City recycling program.

Truelove has discussed the City's current waste management contract with Marvin Nisley, who states that it is more common for cities to offer recycling pick-up twice a month. The County has closed their recycling center. Truelove welcomed discussion on whether or not there is any interest in offering twice monthly recycling or if Staff simply needs to educate the public that each household is currently allowed 2 recycle carts for free. If a second pick-up was added to the contract, the fee would increase \$1.80/month. Administration is not concerned about adding a second pick-up, knowing now that 2 carts are offered to each household. Commercial customers receive 1 cart. An extra \$4 is charged for each additional cart. Truelove has not seen a need for increased service, but told Nisley that he would bring the topic up for Council discussion. He advised that a new contract will need to be signed for service in 2015 and that recycling services are not covered well in the current contract. Nisley was advised that the City appreciated the hand pick-up that his crew does when items from the trash do not make it into the truck.

Dixon and Christenson advised that Nisley has set up large recycling collection containers to the north of the County Highway Department. Those containers are dumped monthly. There are containers designated for cardboard only, the rest are single-stream recycling, just like the poly-carts issued to residents.

A brief discussion was held. It was the consensus of the Council to leave recycling collection as is and educate the public on the ability to obtain a second cart for free, the dumpsters available at the County yard, and what is meant by single-stream recycling.

C. Appoint a Voting Delegate and Alternate Delegate to represent the City at the 2014 League of Kansas Municipalities Annual Conference, October 11-13, 2014.

Truelove advised that he and City Clerk Christy Pyatt plan to attend the 2014 League of Kansas Municipalities Annual Conference in October. Pyatt can receive credits toward her clerk certification for attending sessions at the Conference. The City is eligible to appoint a voting delegate and an alternate delegate to represent the City during the business session. Truelove recommended appointing himself as the Voting Delegate and Pyatt as the Alternate Delegate. Jungemann made a motion to approve the appointments as recommended. Schaffer seconded. Motion passed 5-0.

D. Select a date, time and location for a City Council Planning Workshop.

Truelove asked Council to set a date for a planning workshop, recommending the 2nd week of October. A few of the items Truelove would like to see covered are the Incubator, airport, and pool fees. Council was encouraged to advise Staff of any topics they would like to discuss. After a brief discussion, Christenson made a motion to hold a Council Planning Workshop Tuesday, October 14, 2014 at 6:00 p.m., at City Hall. Kern seconded. Motion passed 5-0.

E. Consider purchase of an auto recloser for the power substation for \$9,350.

Truelove reminded Council of damage done to equipment at the power sub-station during a storm earlier in the year. Southern Pioneer performed testing on the recloser and was unable to determine any damage. The equipment was sent on to Solomon, the manufacturer, who also performed testing. Solomon determined that the recloser is non-functioning. A new recloser is approximately \$15,000. Staff recommends the purchase of a reconditioned unit for \$9,350 that comes with a 36 month

warranty. Trummel made a motion to approve the purchase. Jungemann seconded. Motion passed 5-0.

Item 5: City Attorney's Report

City Attorney Gordon Stull advised that he is close to having property in the land bank. The Mennonite Housing property purchase will be completed once original signatures have been received back from Mennonite Housing.

Item 6: Executive Session

There was no need for executive session.

Item 7: Adjournment

Dixon declared the meeting adjourned at 6:38 p.m.

Robert A. Dixon, Mayor

Christy Pyatt, City Clerk

APPROVED