

**Greensburg City Council**  
**February 15, 2016**  
**City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the meeting to order at 6:00 p.m. on February 15, 2016.

**B) PLEDGE OF ALLEGIANCE AND INVOCATION**

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

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

Council present: Matt Christenson, Mark Trummel, Sandy Jungemann, Rick Schaffer and Haley Kern. Trummel made a motion to approve the agenda as presented. Jungemann seconded the motion. The motion passed 5-0.

**D) CITIZEN COMMENTS**

Dixon welcomed citizens to the meeting and opened the floor for comments. There were no comments from the floor.

**E) CONSENT AGENDA**

Kern made a motion to approve the consent agenda as presented. Christenson seconded the motion. The motion passed 5-0.

**F) ITEMS OF BUSINESS****1. Compensatory Time Resolution**

City Administrator Kyler Ludwig reminded Council of the discussion held at the last Council meeting regarding compensatory (comp) time. The City Personnel Policy Handbook currently requires that comp time be paid out within 30 days. At the February 1<sup>st</sup> meeting the Council recommended that a cap of 80 hours be set on comp time, removing the 30 day stipulation. Staff presented a resolution for Council's approval. City Attorney Gordon Stull encouraged Staff to make sure that all employees are notified of the change. Department Heads will be notified during their meeting tomorrow. Ludwig will ensure that employees have access to a copy of the policy.

Jungemann made a motion, seconded by Trummel, to accept Resolution 2016-03 as written. The motion passed 5-0.

**2. KPP Amendment**

Ludwig stated that currently an amendment of the Kansas Power Pool (KPP) Operating Agreement requires unanimous agreement from all member cities. In 2015 a proposed amendment was supported by 22 of the 23 cities. After review of the situation a new amendment is proposed to require a 2/3rds majority instead of a unanimous agreement. KPP has provided a resolution for Council to consider.

Christenson made a motion, seconded by Kern, to approve Resolution 2016-04 as written. The motion passed 5-0.

**3. Kansas Gas Extension Agreement**

Staff has been in conversation for the past several years with Kansas Gas Service (KGS) regarding the extension of gas service to the industrial park. Currently the City has water, sewer and electric service available. KGS has proposed an extension of a residential line from Grant Street to the industrial park.

KGS would pay for a 2 inch service line, and the City would pay the cost to oversize to 4 inch pipe. KGS estimates the cost to the City at \$8,524.58 and would allow for the City to be reimbursed over the next 5 years based on the number of new hook ups. Ludwig and KGS believe a 4 inch line should accommodate most small industrial facilities, but if a large user is interested in moving into the park an additional line will need to be brought in from the north across Highway 54. Noting that the industrial park has a set budget of \$4,000, Ludwig requested Council authorize Staff to enter an agreement with KGS to extend natural gas service into the industrial park.

Christenson asked what the turnaround would be, should Council postpone expansion of the service line. Ludwig noted that KGS was looking for an answer in the near future, and that conversation with them began 4 years ago. Dixson stated that for Economic Development purposes it looks good for the City to say that all utilities are available in the park. Kern and Schaffer voiced agreement.

Kern made a motion to authorize staff to enter an agreement with Kansas Gas Service to extend natural gas service into the industrial park with a 4" line. Jungemann seconded the motion. Trummel asked how quickly work would begin. KGS plans to begin the work in the next few months. Ludwig was asked to advise residents in the area who may be affected by the installation. The motion passed 5-0.

#### **4. Post Office Flag Pole**

The United States Postal Service (USPS) flies an American Flag at each of its locations. The USPS has been discussing options for placement of a flag at their new Greensburg location. They are requesting approval to locate a flag pole on the south side of the ADA access ramp in front of their facility. The flag will be lit from a light on the post office facility. The USPS will be responsible for the installation and maintenance of the pole. Their intention is to match the pole as best as possible to the light pole that already exists on the property. Kern voiced that this seems to be a minimally invasive option.

Audience member Carolyn Irvin asked if the flag could be attached to the building, as it is at the Haviland Post Office. Dixson advised that the ability to attach the flag would be up to the building owners. Ludwig reiterated that The USPS has explored other options but feels that locating the pole in the brick area near the light pole is the most natural location, appearing to have been designed to be there.

Trummel made a motion, seconded by Christenson, to allow The USPS to locate a flag pole on the south side of the ADA access ramp in front of their new facility. The motion passed 5-0.

#### **5. Report on Greensburg Incubator**

Ludwig reminded Council that they had indicated that the success of the business incubator was a priority in 2016. City Clerk Christy Pyatt explained the chart of income, expenses, and loss from 2013-2015, provided in the meeting packet. Revenue for the specified period was approximately \$69,000. Expenses over the same period were approximately \$125,000, giving an approximate loss over the 3 years of \$56,000. The incubator has not been rented at capacity for several years; however, unrecognized income would not have made a significant difference in the amount lost.

Christenson asked Staff to provide a breakdown of expenses and if Staff could break down City electric cost on the building. Staff will make that information available at the next meeting. Trummel asked if the Council should continue to anticipate this high of expenses. Staff advised that as the building continues to age repairs to systems will be necessary, which was the case in 2013-2015. Ludwig noted that the Council should also expect property taxes of around \$13,000 once the tax rebate has expired. Lease rates have not increased since the building was opened. Christenson voiced that Council should look at the Incubator building during budget time and start to align revenues and expenses.

**G) CITY ATTORNEY'S REPORT**

There was no report from the City Attorney.

**H) CITY ADMINISTRATOR'S REPORT**

Ludwig presented a copy of a prepared City Administrator's Report. The following topics were discussed in the report:

**Economic Development Meeting:** The Kiowa County Economic Development Board will be meeting on February 16<sup>th</sup> at 5:00pm to review the E-Community Loans in the county. The meeting will be held at the Sunchips Business Incubator.

**Tree Board Meeting:** The Tree Board will be meeting on February 17<sup>th</sup> starting at 5:15 pm to discuss the Arbor Day events for 2016. The meeting will be held at the County Commons Building.

**Governor Brownback Visit:** The Rotary Club is hosting the Governor on February 24<sup>th</sup> at 12:30pm. The visit will be in the basement of the Kiowa County Memorial Hospital.

**Planning Commission Public Hearing:** A hearing discussing zoning regulations preventing fowl in residential areas has been scheduled for March 9<sup>th</sup> at 6:30 pm. Residents interested in the topic are encouraged to attend and give feedback.

**Elementary/Junior High Service Project:** Students at USD 422 are organizing a community service project on March 30<sup>th</sup> from 9:00am-2:00pm. Students will be preparing a presentation for the council asking for support at the next regularly scheduled meeting. Council was given a letter about the project.

**Business Incubator:** Staff has been working with a title insurance company that plans on leasing a space starting on March 1<sup>st</sup> and staff is continuing to work with the Asian Kitchen to help them open their doors as soon as possible.

**Memorial Day Dance:** Cannon Ball Bar is looking to host a street dance after the Memorial Day Rodeo (from 9pm-1am). A street closure request will be ready for the March 7<sup>th</sup> meeting.

**Spring Clean Up:** Staff has worked with Nisly Brothers to schedule the clean up for May 14<sup>th</sup>. Nisly has expressed interest in hosting a 60<sup>th</sup> anniversary party that day as well. Council was given a flier with information about the event.

**KDOT Meeting:** Staff met with Secretary King and other representatives from KDOT to discuss the Airport project and US-54 project. If Council has any questions about these projects they were asked to contact Ludwig.

**Code Enforcement:** Since the last City Council meeting one open basement has been secured, two building permits have been prepared, a hearing before the Planning Commission has been called, and staff followed up on a vicious dog claim.

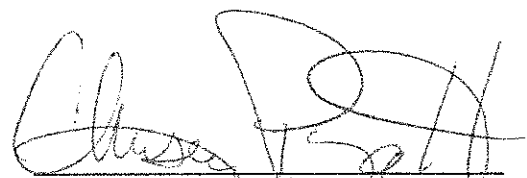
**I) GOVERNING BODY COMMENTS**

Dixson voiced his thanks to the City crew for their clean up of the former City Hall location.

**J) ADJOURNMENT**

With no additional information to come before the Council, Dixson declared the meeting adjourned at 6:32 pm.

  
Robert A. Dixson, Mayor

  
Christy Pyatt, City Clerk