

Greensburg City Council
June 20, 2016
City Hall

A) CALL TO ORDER

Mayor Robert Dixon called the meeting to order at 6:00 pm on June 20, 2016.

B) PLEDGE OF ALLEGIANCE AND INVOCATION

The Pledge of Allegiance was said. The invocation was given by Pastor Terry Mayhew.

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 and it passed 5-0.

D) CITIZEN COMMENTS

Dixon welcomed those in attendance and opened the floor for comments or questions. There were no comments from the audience.

E) RECOGNITIONS, PROCLAMATIONS, AWARDS, & NOMINATIONS**1. Council President – January 2018**

Dixon requested the Council appoint a president from amongst its members. Upon Trummel's request, Dixon explained that the president would run the Council meeting in the absence of the Mayor without losing his/her voting privilege; acts as a liaison between Council and Administration; and would assume the position of Mayor upon a mayoral resignation or should the Mayor be unable to fulfill his roll. Trummel made a motion, seconded by Jungemann, to re-appoint Haley Kern as Council President. The motion passed 5-0.

Dixon welcomed Josh and Steve of Iowa Public Television to the meeting. They are in town filming this week and will be recording footage of the Council Meeting.

F) CONSENT AGENDA

Jungemann made a motion, seconded by Trummel, to approve the Consent Agenda as presented. The motion passed 5-0.

G) ITEMS OF BUSINESS**1. Quarterly Transfers**

City Administrator Kyler Ludwig provided Council, in their packets, a list of transfers to be made quarterly and asked for their consent to proceed with the transfers. Ludwig requested the sanitation interest payment listed in the packet be removed from the request. In addition to those listed, Ludwig requested a transfer of \$9,468.00 from the Electric Debit Service Fund to the Electric Fund. The final payment for this debt was paid in April. This transfer will zero the Electric Debit Service Fund. The budget allows for a transfer of \$50,000 annually from the Equipment Reserve Fund to the General Fund. Ludwig would like to wait until the end of the year to see if the transfer is necessary. Christenson made a motion to approve the list of quarterly transfers with one addition and one deletion. Kern seconded. The motion passed 5-0.

2. Credit Card Fee Ordinance

On June 6th Council approved agreements with FirstData and Forte to provide credit and debit card processing. Staff was instructed to provide an ordinance that would allow for card processing fees to be assessed to the customer. Ludwig presented an ordinance that provides for a 3% or a minimum \$1.95 processing convenience fee for card payments at City Hall. Administration will review the fee annually to ensure it is sufficient to cover costs. Kern made a motion to approve Ordinance 1071 as presented. Schaffer seconded the motion. Dixon called for a roll call vote: Christenson: yes; Trummel: yes; Jungemann: yes; Shaffer: yes; Kern: yes. The motion passed 5-0.

3. Council Budget Priorities

Ludwig provided Council with a budget priority survey on May 16th. Council was asked to complete and return the survey before Friday, June 24th. The results of the survey will be discussed at the July 5th meeting.

4. General Fund Budget Discussion

Ludwig presented Council with 2017 budgets for accounts within the general fund. A list of assumption changes used in the preparation of the budget was provided in the packet. Items included changes in payroll (moving salaries that have been in the part time line item to full time); adding a budgeted line item for insurance and for other commodities; 3% merit allocation and longevity based on current workforce; 0% COLA; 10% for KPERS; and 15% estimated increase plus one additional child on each employee (\$1,500) in insurance. Ludwig also discussed items such as removing a part time position from Police and a full time position from Parks (both budgeted but not filled in 2016); cutting the dispatch contract with the Sheriff's Office (as discussed and approved with Sheriff Tedder); an increase in animal control funds; an increase in police commodities to purchase items that will encourage citizens to call the police department's non-emergency phone rather than dispatch; an increase in pool training dues and for chemicals; splitting out the cost of fuel in streets; and adding a line item for natural gas expenditures in the street department.

Trummel asked if the savings planned in payroll could be used to provide a break to the one fulltime police officer. Christenson asked how committed Tedder was to having no dispatch contract in 2017. Dixon complimented the street department on the crack seal work that has begun and asked if there would be an increase in material from special highway to accommodate the work that needs done. Ludwig advised that once he received the valuation from the county there may be places where the budget can be increased. Christenson asked about a budget workshop this year. Trummel asked about Ludwig's efforts to incorporate the public in the budget process. Ludwig has conducted one survey with the PowerUp group and plans to do a presentation at the Senior Center and with staff. Dixon expressed his desire to finish development of the swimming pool park.

H) CITY ATTORNEY'S REPORT

There was no report from the City Attorney.

I) CITY ADMINISTRATOR'S REPORT

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

Land Bank: An application to purchase land bank property is anticipated for the next meeting.

Economic Development: There is an Economic Development Board Meeting tomorrow.

Audit: Staff recently completed the City's 2015 audit. Only a few adjustments were required, most of which were due to the software conversion.

City Pool: The pool is scheduled to close this weekend because staffing is not adequate to safely cover the facility. The pool's manager did not feel it was safe to open the pool, and Ludwig supported his decision. The City will take some flack on this closing, which can be directed toward Ludwig. If Council hears any more complaints, they were asked to let the individuals know that it was an administrative decision made for safety reasons. Ludwig would be happy to talk with any individual expressing concerns about the closure. Ludwig and Powell continue to explore options that will allow for the pool to open this weekend, but unless a safe option arises the pool will close. Staff has been notified and will use some of this time for upkeep and maintenance of the facilities.

Assistant Pool Manager: Amber Campbell was hired as the Assistant Pool Manager.

Streets: The new crack-filling machine was used last week on Pennsylvania, Main, and Garfield. City staff felt the equipment worked well. More crack filling supplies have been ordered.

Trees: The trees on Main Street have struggled the past two years because of insects. Staff has worked with the K-State extension office to identify the best options for eliminating the pests and will be spraying the trees over the next week to try and abate the problem.

Recycling Schedule: Collection of recycling is scheduled to change in July. All customers south of US-54 and west of Main Street will have collection on the 2nd Wednesday. All other customers will have collection on the 3rd Wednesday of the month.

Vacation: Ludwig will be out of town from June 25th through July 3rd. If Council has any concerns he will still be available via email and phone.

Independence Day Events: A flyer was provided, advising of some of the local 4th of July events.


Next Council Meeting: Due to July 4th being on a Monday, the next Council meeting will be Tuesday, July 5th. Ludwig plans a Public Arts Committee presentation, Non-General Fund budget review, quarterly report, discussion on financial authority of city staff to pay routine bills, and budget survey results.

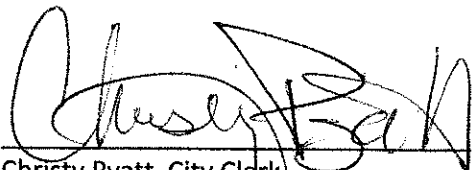
J) GOVERNING BODY COMMENTS

Kern stated that she has been contacted by approximately 12 people about the pool closing this weekend. Schaffer stated he was not aware of having to close the pool due to staffing in the past. Ludwig advised that this was an issue last year for the same reason (i.e. summer sports, camps, and vacations). Staff has the budget authority to hire 10 guards. There were 10 applicants and 10 hired. Due to the layout of the pool and the slide more guards are needed than at the old pool. Several suggestions on how to gain enough guards to open this weekend were discussed. After encouraging Staff to try to find a way to open, Trummel stated that two days of revenue loss is not worth one child's life.

K) ADJOURNMENT

Just before adjournment, Larry Salmans asked to address the Council regarding his run for Senate. Dixson encouraged those interested to visit with Salmans following the meeting. Dixson declared the meeting adjourned at 7:00 pm.


Robert A. Dixson, Mayor


Christy Pyatt, City Clerk