

**Greensburg City Council**  
**September 18, 2017**  
**City Hall**

**A) CALL TO ORDER**

Mayor Robert Dixon called the September 18, 2017 meeting to order at 6:00 p.m.

**B) PLEDGE OF ALLEGIANCE & INVOCATION**

The Pledge of Allegiance was said, and the invocation given by Pastor Jeff Blackburn.

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

Council Present: Matt Christenson, Mark Trummel, Sandy Jungemann, and Rick Schaffer. Haley Kern was absent. Trummel made a motion to approve the agenda as presented. Christenson seconded. Motion passed 4-0.

**D) CITIZEN COMMENTS**

Dixon welcomed those in attendance and opened the floor for citizen comments, of which there were none.

**E) CONSENT AGENDA**

Jungemann made a motion, seconded by Christenson, to approve the Consent Agenda as presented. Motion passed 4-0.

**F) ITEMS OF BUSINESS**

**1. Audit Contract – Kennedy McKee & Company**

City Administrator Kyler Ludwig presented a contract from Kennedy McKee & Company, to perform the 2017 audit. The contract showed a small increase of price for services, with a total contract price of \$15,650. Christenson made a motion, seconded by Trummel, to approve the contract as presented. Motion passed 4-0.

**2. Annual Pool Review**

Ludwig presented an annual review of swimming pool revenues and expenses, with comparisons from the half season in 2015 and full season in 2016. Statistics show a slight increase in the number of swimmers, a 1% growth in revenue, and a 16% decrease in expenses. Ludwig noted that in 2015 pool utilities were not being paid out of the pool fund. That was changed in 2016. The expenses for 2017 included the cost of utilities. The decrease in expenses is primarily due to the use of less chlorine with the new chlorine system. Trummel asked about the increase in the salary line item. Ludwig explained that the pool experienced high employee retention from last year. Guards receive a raise each successive year. Also, Sunday hours were extended. The intergovernmental revenue shown reflects the funds given by Kiowa County to assist with operations. Trummel stated that since the original pool was built in the 1940s there has, more than likely, not been one year the facility has made money. Ludwig stated that a community swimming pool is a great amenity to have and that every community shows a loss. He acknowledged that Travis Powell has done a great job of managing the facility.

**3. 3<sup>rd</sup> Quarter Transfers**

Ludwig included a list of quarterly transfers in the meeting packet. The amount of transfer from the sanitation fund to sanitation reserve is decreased from previous quarters as the reserve will reach its required maximum. Christenson made a motion to approve the requested transfers. Jungemann seconded, and the motion passed 4-0.

#### 4. Land Bank – Authorize Sell of 603 S. Sycamore

Council recessed open session and convened as the Land Bank. Staff has advertised 603 S. Sycamore for sale, as authorized. Staff has received no written comments in regard to the pending sale. If approved, the current applicant will pay \$10/linear foot (\$1,120). The applicant's intent is to build a home on the property, but they will not complete it within a year time frame. Jungemann made a motion, seconded by Schaffer, to authorize Staff to sell the property. Motion passed 4-0.

The Land Bank adjourned. Council reconvened open session 6:11 p.m.

#### 5. Street/Sidewalk Vendor Permit Discussion

Ludwig reminded Council that in August Staff had opened discussion on the current regulations restricting door-to-door and street vendor sales within the City. Citizen Georgina Rodriguez had provided additional information on the topic. At the time, there was interest from some members to raise the associated fees and limit the number of days the vendor can operate. Staff has not been enforcing current regulations, pending a decision from Council. Ludwig reviewed the current regulations. Information from other cities was provided. Ludwig noted that the regulations of other cities vary because each has a very different focus. Some focus on bringing vendors in while others prefer to limit outside vendors and focus on local business development.

Christenson began discussion by asking if associated fees should be annual only allow a vendor to work for a specific number of days. Ludwig stated that he does not interpret the current code to limit the number of days. If Council prefers to limit the numbers of days, the code needs to be clarified. Ludwig requested clarity on enforcement of the code. Discussion on being fair to local businesses was had. Local businesses pay sales tax as well as property tax. Trummel asked if there was a way for Staff to trace sales tax. Ludwig explained that the information is not public, but the City can access that information from the state. Staff would have to review data for possibly 3-4 months to tell if a business has submitted sales tax. Dixon asked how big of a problem street vendors are. By definition a vendor would include businesses such as Schwans, Bolens, Dirks, mobile knife sharpening stations, the Pizza Hut mobile wagon, and JD's BBQ. Since the original concern was raised by the business community, the new food vendor that had presented itself has not returned. Dixon stated the we all have a choice to shop locally. He preferred not to spend a lot of time changing the code if the problem has taken care of itself. Additional discussion was had on the currently required fees.

The consensus of the Council was to amend the code to require a \$10/day permit with a set maximum \$100/year permit, with no limitation on the number of days a vendor can operate within that year. Staff will present an Ordinance amending the code at the next Council Meeting.

#### G) CITY ATTORNEY'S REPORT

City Attorney Clayton Kerbs was not present at the meeting.

#### H) CITY ADMINISTRATOR'S REPORT

**Airport:** The pre-bid meeting will be held on September 19<sup>th</sup> at 11:00am at City Hall. Lochner will be here to answer questions about the project. The bid opening is scheduled for September 28<sup>th</sup> at 2:00 pm.

**Highway Gypsi Junk Market:** The Highway Gypsi Junk Market will be at Davis Park on September 23<sup>rd</sup>. The event is scheduled from 9am-3pm.

**KPP Annual Retreat:** The Annual KPP Retreat is scheduled for September 29<sup>th</sup> and 30<sup>th</sup>. Ludwig will be representing the City at the conference

**Incubator Management:** Market 54 has signed a lease and will be moving into the Incubator

facility. The Circles call center has been pushed back because of testing, but is projected to start up in November.

**Flu Shots:** The City will be hosting a flu shot clinic for employees on October 5<sup>th</sup>. The County Health Department will be giving out shots starting at 8am.

**I) GOVERNING BODY COMMENTS**

Dixson announced that Law Kingdon Architecture, who did the Big Well Museum project, will be celebrating their 50<sup>th</sup> Anniversary. Staff has received invitations to a reception. If a Council Member is interested in attending, they are to contact Staff so that a reservation can be submitted.


**J) EXECUTIVE SESSION**

Trummel made a motion to recess into executive session to conduct an annual review of the City Administrator's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chamber at 6:45 p.m. Christenson seconded, and the motion passed 4-0. Dixson thanked those in attendance and stated that there would be no further action taken this evening.

**K) ADJOURNMENT**

Dixson announce that Council President Kern will be conducting the October 7<sup>th</sup> meeting in his absence. Dixson declared the meeting adjourned at 6:46 p.m.

  
Robert A. Dixon, Mayor

  
Christy Pyatt, City Clerk