A) CALL TO ORDER
Mayor Matt Christenson called the November 5, 2018 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said. The invocation was given by Pastor John Harrison.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Mark Trummel, Sandy Jungemann, Pam Reves, and Haley Kern. (Other Staff Present: Interim Administrator Jay Newton, Clerk Christy Pyatt, Utility Superintendent Mick Kendall, Public Works Superintendent Mike Hayes, Mechanic Danny Trent). Christenson noted that an executive session was needed at the end of the prepared agenda. Trummel made a motion to approve the agenda with the addition of an executive session for matters of non-elected personnel. Jungemann seconded. Motion passed 4-0.

D) CITIZEN COMMENTS
There were no comments from citizens.

E) CONSENT AGENDA
Jungemann made a motion to approve the Consent Agenda. Trummel seconded. Motion passed 4-0.

F) ITEMS OF BUSINESS
   1. Authorize the purchase of three used pickup vehicles.
Newton has been working with Kendall, Hayes, and Trent to seek three, lower mileage, used vehicles to replace three pickups with nearly 200,000-250,000 miles each. The vehicles to be replaced are used vehicles, donated to the City following the 2007 tornado. Vehicles requested include:
   - 2017 Chevrolet Silverado 1500, 4W drive with 18,000 miles for $31,995 to replace the 2001 Dodge pickup with 198,365 miles. To be paid for from the Electric Department budget.
   - 2016 Chevrolet Silverado 1500, 4W drive, 30,000-40,000 mile range for $25,995 to replace the 1997 Chevrolet pickup with 250,740 miles. To be paid for from the Street Department budget.
   - 2016 Chevrolet Silverado 1500, 4W drive, 30,000-40,000 mile range for $25,995 to replace the 2002 Chevrolet pickup with 244,890 miles. To be paid for from the Water Department budget.
Newton stated that no reserves would be needed for the purchases, as all departments needing vehicles can afford to purchase them from this year’s operating budgets.

Reves asked if a crew cab, as pictured in the meeting packet, was necessary or if that is what was available. Hayes clarified that the crew cab was available for the right price, but not necessary. Christenson asked if the current vehicles being replaced would be traded. Staff recommended auctioning the vehicles or advertising them on a website such as Purple Wave. Newton confirmed that, with the approval of these purchases, the City vehicle fleet should be in good shape.

Trummel made a motion to approve the purchase of the above mentioned vehicles. Reves seconded, and the motion passed 4-0.
2. Consider a contract with Building Controls and Services (BCS) for Siemens Desigo CC 3.0 Migration software, for a cost of $21,340, to be paid from the tornado donation fund.

Newton asked Council to approve a contract with BCS for the purchase of new software to operate the HVAC systems at City Hall, the Incubator, and Public Works. Current software is no longer supported by its creator, Siemens. Newton has been in contact with City Engineers PEC to discuss the possibility of an alternative to the current HVAC systems. A representative from PEC will be at City Hall Wednesday. Newton asked that Council approve the contract, but place the purchase on hold, contingent on further information from PEC.

Reves made a motion to approve the proposed contract with BCS, contingent upon a recommendation from PEC. Trummel seconded the motion. Motion passed 4-0.

3. Consider approval of the Blue Cross-Blue Shield (BCBS) contract renewal for the period year beginning January 1, 2019

Pyatt has been in contact with representatives of BCBS. Overall, premiums will increase an average of 1.5% with no change to premiums or deductibles. There are a few changes to the overall policy: state required updates to telemedicine, coverage of 3D Mammograms, opiate limitations, insulin pumps and supplies being covered as a medical benefit rather than a drug benefit, and site of care provisions. Staff explained that the original intent of Administration was to go back out to bid this year; however, with the change in Administration being ongoing, Staff has decided to delay that process until the fall of 2019.

Jungemann made a motion, seconded by Kern to allow staff to sign a contract renewal with BCBS for 2019.


When Newton prepared the City’s Personnel Policy Handbook in 2012, he noted that any employee proposing to travel submit a Travel Request and Reimbursement Form. There appears to have never been a Travel Request and Reimbursement Form created. Newton included such a form in the meeting packet for Council’s review. By policy, travel approval is given by the Administrator prior to travel. The bottom portion of the form provides space for an employee to request reimbursement for items such as lodging, food, and mileage. Newton noted that some expenses could be paid up front with a city credit card.

Kern stated that she felt such a policy establishes good practice. Kern made a motion, seconded by Trummel, to approve Resolution 2018-04. The motion passed 4-0.

5. Consider a Resolution amending Section 8.5 “Firearms and Weapons” of the City of Greensburg Personnel Policy Handbook.

Current City policy prohibits any employee or member of the public to possess, carry, or use weapons on property owned by the City. Though valid when initially adopted, the policy no longer complies with State Statute. The proposed resolution would bring the City into compliance with the Personal and Family Protection Act (K.S.A.75-7c01), acknowledging the right of City employees to carry concealed weapons while on the job for the City, within the prescribed limits of the law. Open carry is still not allowed. The resolution also provides for an Appendix G that offers answers to “Frequently Asked Questions” regarding state gun laws.

Trummel noted that this policy had previously been discussed and asked what happens when an employee enters a building that does not allow weapons, or who’s liable for any injuries that may occur. Newton stated that the employee would be responsible, not the City, and that it is the owner’s responsibility to
secure the weapon while it is in a City vehicle. Pyatt pointed out that the proposed Resolution needs to have “Be It Further Resolved that Appendix G be added to the policy manual” added.

Reves made a motion, seconded by Kern, to approve the proposed Resolution 2018-05, with the addition of the above mentioned wording. Motion passed 4-0.

G) CITY STAFF REPORTS
   1. City budgetary status for the 9 months ending September 30, 2018.
      Newton presented a 3rd Quarter Budgetary Report that he had created. In the General Fund, 63% of the budgeted expenditure has been expended and 94% of projected revenue has been received. The General Fund is at $150,000 revenue over expenses. Newton went over each of the other departments, noting that all were well within budget. Newton stated that the departments are prudent and watch what they are spending.

      2. City storm water drainage
      Council previously discussed storm water drainage on the east end of Grant Ave. Newton has done additional research on the topic and found that in 1966 the City entered into a contract with an engineer to prepare a drainage plan for that area. In 1970, the State approved the drainage project, and in March 1970, a contract was entered into to begin construction for a cost of $64,000. The City issued what appear to be 15 year General Obligation Bonds to fund the project. Newton believes that an increased velocity of water (due to the current grade of the drainage ditch) has caused erosion. Newton advised that the City does not have the equipment to make needed repairs. Newton also expressed concerns over the drainage at Olive and Grant. To remediate the drainage, the City would need to have the area re-evaluated. There has been very little repair to the improvement in the last 50 years.

      Kern asked if Staff was still draining the sewer lagoon. Kendall noted that his Staff had stopped pumping water out of the primary lagoon due to temperatures. The structural concerns at the lagoon do not seem to be getting any worse. Kendall has found a much larger, 4" pump that he can borrow from Heft & Sons. Kendall and his Staff plan to start pumping water out again in the spring.

H) GOVERNING BODY COMMENTS.
   There were no comments from the governing body.

I) EXECUTIVE SESSION
   Trummel made a motion to go into executive session for 30 minutes, until 7:10 p.m. to discuss matters of non-elected personnel. Kern seconded. Motion passed 4-0. At 7:10 p.m. Council announced that they would remain in executive session until 7:30.

J) ADJOURNMENT
   Council returned to open session at 7:30. No action was taken, and Christenson declared the meeting adjourned at 7:31 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk