Greensburg City Council
September 4, 2018
City Hall

A) CALL TO ORDER
Mayor Robert Dixson called the September 4, 2018 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said.

C) ROLL CALL & APPROVAL OF THE AGENDA
Trummel made a motion to approve the agenda as presented. The motion was seconded by Jungemann and passed 5-0.

D) CITIZEN COMMENTS
There were no comments from citizens.

E) RECOGNITIONS, PROCLAMATIONS, AWARDS & NOMINATIONS
Council was asked to appoint K-State Research and Extension Agent Wade Reh to the Greensburg Tree Board for a term that expires May 31, 2021. Interim City Administrator Jay Newton reported that the Tree Board had scheduled a meeting for today; however, there was not a quorum present. Wade was present for this afternoon’s meeting. The board is planning a tree planting at the end of September. Christenson made a motion, seconded by Trummel, to appoint Wade Reh to the tree board for a term expiring May 31, 2021. The motion passed 5-0.

F) CONSENT AGENDA
Reves made a motion to approve the Consent Agenda as presented. Kern seconded. Motion passed 5-0.

G) ITEMS OF BUSINESS
1. Consider acquisition of a tractor and rotary mower based on required specifications
Newton presented a listing of desired specifications for a rotary pull mower and utility mowing tractor. Two purchasing options were presented for each piece of equipment without brands being specified. Newton recommended purchase of tractor option B (a Kubota) and mower option A (a John Deere) based on the specs provided in each bid. Council was advised of the brands recommended.

Newton explained that what is requested is similar to what the KDOT utilizes to mow ditches. Trummel agreed that the specs on the equipment indicate that the John Deere mower would be better suited for traveling out of town, with more tires to distribute the weight of the machine. Newton recommended Council select the foam filled tire option. Trummel asked where the Kubota tractor bid came from. Kincheloe’s at Pratt submitted the bid and has the item in stock. Trummel asked for Public Works Superintendent Mike Hayes’ opinion on the options. Newton stated that Hayes was more comfortable with the John Deere mower.

Trummel made a motion, seconded by Jungemann, to purchase mower option A (John Deere) and tractor option B (Kubota). The motion passed 5-0. Trummel asked what would be done with the city’s current equipment. Staff will retain the current tractor and mower, but Newton intends to address the 2004 John Deere mower at a later date.
2. Discuss an addition to the City of Greensburg Personnel Policy Handbook providing for tuition assistance as related to City employment
Newton stated that he had been asked by a city employee if the City would consider reimbursing an employee for educational course work if that education was directly related to the employment position they currently occupy. Newton has been involved in preparing and administering a tuition assistance policy in the past. A similar request was made by former City Administrator Ed Truelove. Newton provided a policy for Council’s consideration, which puts the responsibility on the employee and must benefit the city. Newton went over the policy requirements and stated that he feels this policy could be utilized as a recruitment tool.

Dixson commented that he feels the proposed policy is the same as what the City is doing for Thayne Muntz in the Electrical Lineman program. Reves asked if other cities our size offer such an opportunity for their employees. It was noted that there would be a limited number of beneficiaries of the policy. Newton stated that he has seen the policy in communities of 5,000+ populations. Dixson stated that he would prefer to have the issue looked at on a case-by-case basis, rather than have a policy. Kern asked how much would need to be budgeted yearly to implement such a policy. Newton advised that would depend on the course work being sought. He recommended budgeting based on the cost of 3 course hours at a community college. If funds are not used in a given budget year, they would carry over to the next. Christenson asked where final approval of an application would rest. Newton explained that Administration would approve an application, if guidelines adopted by the Council were followed. Trummel asked if there was more than one interested employee at this time. Newton confirmed that he was aware of one interested party. Reves stated that if this policy were to apply to Muntz, it would cause a problem with his required course work. She does not feel that Muntz should have to apply for the lineman course work to be covered. Newton differentiated between training opportunities and semester long classes, which is what the policy would apply to.

Reves voiced that she was open to employees wanting to educate themselves, but stated that she did not feel this would be a good tool for the City. Christenson is interested in creating an opportunity to train and educate employees but would prefer to review the policy in conjunction with the budget process. Kern would like to determine a potential cost for course work before moving forward. Dixson voiced that he feels the situation should remain as is. Kern and Christenson would like to revisit the topic during the 2020 budget planning.

3. Approve City Administrator Recruitment Profile
Newton discussed changes made to the City Administrator Recruitment Profile, to reflect what was understood to be the direction of the Governing Body following the August 20th discussion regarding continuing the search for an administrator. Newton also prepared an advertisement to be distributed. Dixson asked if the advertisement would be made available on the City’s website, to which Newton confirmed that it would. Christenson asked where the ad would be posted. Newton stated that Staff would utilize the same publications as before, but that he had asked Stacy Barnes, Tourism Director, to provide him information on websites for economic development/tourism opportunities. Dixson provided an email of Marla Flentje’s recommendations to Newton. Kern commented that she felt the changes to the profile were subtle, but good. Newton confirmed that Flentje has been holding off on the recruitment process until the updated profile was approved.

Reves made a motion to approve the City Administrator Profile as presented and to proceed with the recruitment process. Kern seconded, and the motion passed 5-0.

H) CITY ADMINISTRATOR’S REPORT
Newton reported that the city’s pool had been closed and cleaned. Christenson passed along a request that water service to the bathhouse remain on for the time being, for tree watering.
I) GOVERNING BODY COMMENTS
Reves noted that Council Members had received an email from citizen Georgina Rodriguez regarding an ongoing issue with skunks and other varmints being harbored in the area of her home due to the storage of various items of debris on a neighboring property. Jungemann confirmed that she is also having issues with raccoons and skunks coming from the mentioned property on S. Olive St. Kern asked when the property was last mowed. Staff noted that the property owner has been moving around objects on the property, but as the letter states, tall vegetation remains in areas of the property. Trummel would like to see Staff letter the owners and give them 30 days to abate the issue. Newton advised that he was willing to enforce to the full extent of the code, but requested Council’s full support before doing so.

Trummel asked about drainage on the property located at E. Grant. and S. Olive. He stated that drainage is being hindered by trees and debris piles from trees being cut down. He would like to see the city crew clean the drainage portion of the property of stumps and mow it. Jungemann stated that she voiced her concerns over the County’s portion of the drainage that runs out of town on E. Grant. She stated that during the recent big rains the ditch worked, but didn’t work well and stated that there is still water standing in the ditch. The Commissioner she spoke to said that the County Attorney is looking into who’s responsibility the ditch is.

Kern mentioned that Staff was to be sending a certified letter to the owner of the property north of her residence, as the property is overgrown with weeds and bushes.

Kern asked if Staff could notify citizens in advance of spraying for mosquitoes. She was advised that Facebook is being used privately to alert citizens. She suggested a text alert be issued. Trummel explained that the timing of spraying is difficult to calculate, as the wind plays a large factor.

Christenson asked about the dirt pile that remains behind the theatre, following work done several months ago by AT&T. Newton advised that Staff could clean up the dirt and bill AT&T.

J) ADJOURNMENT
With nothing further to discuss, Dixson declared the meeting adjourned at 6:46 p.m.

Robert A. Dixson, Mayor

Christy Pyatt, City Clerk