

**Greensburg City Council
January 7, 2019
City Hall**

A) CALL TO ORDER

Mayor Matt Christenson called the January 7, 2019 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION

The Pledge of Allegiance was said. Ellen Peters gave the invocation.

C) ROLL CALL & APPROVAL OF THE AGENDA

Council Present: Mike McBeath, Mark Trummel, Sandy Jungemann, Pam Reves, and Haley Kern. (Staff present: Administrator Stacy Barnes, Clerk Christy Pyatt). Upon Christenson's request for additions or deletions to the agenda, Barnes noted that Appropriation Ordinance check 27285 to Main Street Flowers & More has been voided. This charge was paid with a credit card and will be represented when the next credit card statement appears on the agenda for approval. Trummel made a motion to approve the agenda as presented. Jungemann seconded. The motion passed 5-0.

D) CITIZEN COMMENTS

There were no citizen comments offered.

E) CONSENT AGENDA

Reves made a motion to approve the Consent Agenda, except voided check 27285. Kern seconded. The motion passed 5-0.

F) ITEMS OF BUSINESS**1. Council President Appointment**

Christenson asked for volunteers to serve as Council President. Kern had previously agreed to serve until 2019. Jungemann nominated Trummel, with whom she had already conferred. Reves seconded. Motion passed 4-1 (Trummel voting "no").

2. Annual GAAP Waiver – Resolution 2019-01

Annually, the Council passes a GAAP Waiver in the form of a Resolution, requesting the Director of Accounts and Reports to waive requirements of KSA 75-1120a. This directs staff to construct all financial statements and reports using cash bases accounting practices and budget laws. McBeath made a motion to adopt Resolution 2019-01 as proposed. Jungemann seconded, and the motion passes 5-0.

3. Resolution amending City Holidays in the Personnel Policy Handbook – Resolution 2019-02

At their last meeting in December, Council discussed amending the list of approved City Holidays, removing Good Friday and adding Presidents Day, allowing the City to better align with State and Kiowa County holidays. Resolution 2019-02 was presented to amend the approved holidays in the Personnel Policy Handbook. Reves made a motion to approve Resolution 2019-02. Trummel seconded, and the motion passed 5-0.

4. Ordinance amending Article I, Section 1-302 of the Code of the City of Greensburg, Kansas, adding Convention and Tourism Director as a department head appointed by the City Administrator, with the advice and consent of the Mayor and Council, amending 1-316 to add the Convention and Tourism Director position office and duties description, and amending numbering of current Sections 1-316 and 1-317 to 1-317-1-318. – Ordinance 1084

Upon review of the Code of the City of Greensburg, during the last Council meeting, it was noted that the Convention and Tourism Director position is not listed as a department head in Article 3 Section 1-302. Upon further review, it was discovered that there is no office and duties section for this position. Adoption of proposed Ordinance 1084 would correct these omissions. Jungemann made a motion to

approve Ordinance 1084 as presented. The motion was seconded by Kern. Christenson called for a roll call vote: Kern: yes; Reves: yes; Jungemann: yes; Trummel: yes; McBeath: yes. Motion passed 5-0.

5. Call special meeting for Monday, January 14th, 2019 at 6p.m. for the purpose of Council/Dept. Head planning retreat to discuss 2019 goals, projects, plans and long range planning
Barnes requested Council call a special meeting for Monday, January 14th, 2019 at 6 p.m. for the purpose of a Council/Department Head planning retreat. The retreat would be open to the public and will be carried out in an informal conversation setting. Barnes has received a few topics from Council and has collected items from Department Heads as well. Department Heads have been asked to be present. Kern made a motion, seconded by Trummel, to call a special council meeting for Monday, January 14, 2019 at 6 p.m. in the Council Chambers, for a Council/Department Head planning retreat. Motion passed 5-0.

6. Recess: Land Bank Annual Meeting

Christenson recessed the Council at 6:12 p.m. and convened them as the Land Bank, for their required annual meeting. Barnes advised that the Land Bank had accepted two properties into the bank during 2018: 212 E. Garfield and 503 S. Sycamore. One property was sold from the bank in 2018: 412 S. Sycamore, for \$300. Staff continues to place signs on the bank properties, identifying them as available for sale through the Land Bank. Staff has had a couple of inquires on various bank properties this year. Both inquiries were for potential residential construction. Council was provided a copy of Ordinance 1053 (establishing the Land Bank), Land Bank Policy, and a current map of all bank properties.

7. Recess: Public Building Commission Annual Meeting

Council recessed as the Land Bank and convened as the Public Building Commission at 6:14 p.m.

Roll Call: Matt Christenson (Mayor) and Council Members Mark Trummel, Michael McBeath, Sandra Jungemann, Pamela Reves, and Haley Kern.

Approval of Minutes of Previous Meeting (January 2, 2018): Kern made a motion to approve the minutes of the January 2, 2018 Annual Meeting as presented. The motion was seconded by Reves, and passed 5-0.

Communications: There were no new communications received.

Reports: The Big Well continues to make monthly payments to the City, for payment of the PBC bond. Staff provided financial reports showing rent payments totaling \$61,229.40 having been made in 2018. Funds to make those payments are provided entirely through sales tax. Staff received sales take of \$86,319.51, a \$6,319.51 increase above budgeted revenue.

Unfinished Business: There was no unfinished business to discuss.

New Business: Annually, the PBC by-laws require the election of a PBC President, Vice President, and Secretary. Current officers are: Christenson, President; Jungemann, Vice President; Kern, Secretary. After a brief discussion as to whether the by-laws restrict the Mayor from serving as a PBC officer, Reves made a motion to retain current officers for 2019. Kern seconded. Motion passed 5-0.

Adjournment: Christenson declared the meeting adjourned at 6:18 p.m.

G) CITY STAFF REPORTS

Council reconvened open session at 6:18 p.m.

Barnes reported on the following items:

- Barnes is still open to receiving topics for next week's retreat. Current digital versions of the Position and Pay Plan, Personnel Policy Handbook, and City Code will be made available later this week.

- Staff has received a donation of \$35,000, for rebuilding, from a long time Greensburg supporter.
- The next Council meeting will be on Tuesday, January 22nd due to the observance of Martin Luther King Day.
- Barnes has not begun advertising for the Tourism Director position yet. She plans to discuss this at the retreat next week and then begin advertising in the TIAK and Kansas Museum Association monthly newsletters, which publish at the end of the month.

Trummel asked if there would be an executive session during the retreat. There will not be, as it was not part of the approved agenda. Council was also reminded that no changes to policy, etc. can be voted on during the retreat. Jungemann asked if anything had progressed from the Council's last executive session. Jungemann then requested an executive session on the topic be added to the agenda of the next regular Council Meeting.

H) GOVERNING BODY COMMENTS

There were no additional comments from the Council.

I) EXECUTIVE SESSION

An executive session for personnel matters of non-elected personnel regarding City Administrator performance goals was part of the approved agenda. Trummel made a motion to go into executive session until 6:40 p.m. Jungemann seconded, and the motion passed 5-0.

Council returned to open session at 6:40 p.m. with no official action taken, and with nothing additional on the agenda. Trummel made a motion to go into executive session for non-elected personnel until 7:00. Kern seconded and the motion passed 5-0. Trummel clarified that he would like the City Administrator to join the executive session.

Council convened open session at 7:00 p.m. with no official action taken.

J) ADJOURNMENT

Christenson declared the meeting adjourned at 7:00 p.m.



Matt Christenson, Mayor



Christy Pyatt, City Clerk