Greensburg City Council
October 7, 2019
City Hall

A) CALL TO ORDER
Mayor Matt Christenson called the October 7, 2019 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION
The Pledge of Allegiance was said. Invocation was given by Jon Harrison.

C) ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Mike McBeath, Mark Trummel, Pam Reves, Sandy Jungemann, and Haley Kern. Staff present: Administrator Stacy Barnes, City Clerk Christy Pyatt.

Reves made a motion to approve the agenda as presented. Trummel seconded. Motion passed 5-0.

D) CITIZEN COMMENTS
George Ryan, Twilight Theatre, advised that the theatre has booked two live music performances. November 10th at 6:30 "Mike Morgan and the Crawl" will perform classic blues. November 16th at 7 p.m. they will host William Clark Green, an American country music singer.

Carolyn Irvin, thanked Council for their immediate attention to the property on East Florida Ave. that she had previously complained about. She asked if there was any ongoing contact with property owners to mow along the curb? Kern advised that there was a reminder in the last newsletter to mow along the curb, stating that this is a constant process.

E) CONSENT AGENDA
Reves made a motion, seconded by Jungemann, to approve the Consent Agenda as presented. Motion passed 5-0.

F) ITEMS OF BUSINESS
   1. Convene as the Public Building Commission: Consider PBC Resolution 2019-03, Tax & Securities Compliance Procedures related to the PBC Bond Refinancing
      Christenson recessed Council at 6:06 pm and convened as the PBC. Closing on the refinanced Big Well bonds occurred October 1st. Barnes presented one last document to approve and sign. Resolution PBC 2019-03 provides that the PBC will comply with requirements of the IRS and SEC regarding tax compliance and documentation. Kern made a motion to approve Resolution 2019-03 as presented. McBeath seconded. Motion passed 5-0. Christenson closed the PBC and reconvened as the Council at 6:08 p.m.

   2. 2019 Kennedy McKee Audit Agreement
      Following his presentation of the 2018 Audit report at the last Council meeting, Jim Kennedy of Kennedy McKee & Company provided a letter of engagement for the 2019 audit and assistance with the 2021 budget preparation for Council's consideration. Fees and services are the same as previous years, at their standard hourly rates, not to exceed $15,900 plus expenses. Considering that the firm has worked with the City of many years and is familiar with the City's processes, Trummel made a motion to approve the agreement. McBeath seconded. Motion passed 5-0.
3. Discussion of Draft Memorandum of Understanding Between City of Greensburg and Kiowa County Sheriff’s Department

A draft Memorandum of Understanding (MOU) between the City and Kiowa County Sheriff’s Department was provided in the meeting packet. Barnes advised that she has been unable to meet with Sheriff Tedder due to his busy schedule. Barnes did forward the draft to Tedder but has yet to receive feedback.

Kern would like to know the Sheriff’s opinion on a City officer responding to a situation outside city limits. Kern noted that in the past, the Police Chief has assisted/responded to calls. She would like to ensure that the City and County are on the same page in that regard. Trummel asked if a City Officer has the jurisdiction to assist or respond outside of city limits? Barnes will discuss this with Sheriff Tedder. Language such as “as requested by the Sheriff’s Office” was suggested.

Christenson would like to see more detailed language in the final draft regarding any potential, future requirement for reimbursement of services to the Sheriff’s Office, allowing the City time to review the fee and plan for it in future budgets.

Kern would like it clear to the Sheriff’s Office that there are other things that the City’s one officer may be doing that will not involve active traffic patrol (i.e. administratie duties, code enforcement) Trummel mentioned that the officer could have a change in schedule, not always coming in Monday-Friday 9 a.m. to 5 p.m. Barnes and the Council voiced that communication and coordination will be important in developing and maintaining a good relationship between the two departments. Trummel suggested that the City’s officer could provide the Sheriff’s Office with a weekly schedule of when he will be on duty.

Barnes asked if Council desired to have a term limit to MOU? Christenson prefers the document to be ongoing, until amended, if the intention is to continue the department.

Trummel asked if the position had been advertised yet. An ad has not yet been placed as Barnes was conferring with Sheriff Tedder on where the ad should be posted. He has recommended a couple of websites on which to list the posting. Advertisement is on Barnes’ agenda for this week. Jungemann asked if the decision was to have a committee review applicants. Barnes confirmed that this was the case, stating that Tedder has agreed to be part of that committee.

4. 3rdQuarter Financial Report

Included in the packet was a financial report for the 3rd quarter of 2019. Barnes pointed out that the Big Well cash balance showed a large reduction for the year due to the PBC bond refinancing. Council will need to pass a budget amendment for that fund by end of the year. Total General Fund expenditures are down while revenues are up. As mentioned during the 2018 audit report, Council will need to review water and sewer rates and monitor the cash balances of those funds closely.

No questions or comments were received from the Council.

G) CITY STAFF REPORTS

Barnes reported to Council on the following topics:

- **Moderate Income Housing Grant Submitted:** Staff has submitted an application to the Kansas Housing Resources Corporation Moderate Income Housing Program for consideration. Staff has also begun the rezoning process for the property that would be developed. That request will come before the Planning Commission on October 30th. The rezoning will be pending the approval of the grant.
funding. Staff did not want the project to be delayed by the rezoning process. Upon Planning Commission approval, the request will come before the Council at the November 18th meeting.

- **PBC Refinancing:** The refinancing of the PBC bonds closed on October 1, 2019. The payment of $141,940 from the Big Well cash balance was made towards the principal. As mentioned earlier, because this expenditure was not budgeted for 2019, a budget amendment is required by the end of the year. Council can expect this on an upcoming meeting agenda.

- **New Bobcat Arrival:** Last Friday the new Bobcat was delivered and is due to arrive today with the beginning of construction of the new park shelter.

- **Chief of Police Job Posting:** As mentioned earlier, Barnes will be posting the open Chief of Police job this week, accepting applications through the end of the month. Sheriff Tedder has made suggestions on where to advertise the position and is glad to help with application screening.

- **Employee Health Insurance:** It has been 4 years since the City has put employee health insurance coverage out for bid. Staff has begun work on this process through Rhonda Fernandez of Professional Insurance Consultants and will be meeting with her Friday. This will be a future Council agenda item.

- **Upcoming Conferences:** Barnes and Pyatt will be gone Saturday, October 12th - Monday, October 14th for the annual League of Kansas Municipalities Conference in Overland Park. Tourism Director Caitlin Matile will be promoting Greensburg at the Mother Earth News Fair in Topeka October 19th and 20th. Matile and Barnes will both be attending the annual Kansas Tourism Conference in Mulvane October 21st-23rd. This conference conflicts with the October 21st Council Meeting. Pyatt will be staff representation at the meeting.

**H) GOVERNING BODY COMMENTS**
Christenson reminded everyone of the local elections happening next month. The deadline to register to vote is next week, October 15th.

**I) ADJOURNMENT**
With nothing further to discuss, Christenson declared the meeting adjourned at 6:25 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk