

**Greensburg City Council
December 16, 2019
City Hall**

A) CALL TO ORDER

Mayor Matt Christenson called the December 16, 2019 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION

The Pledge of Allegiance was said. Invocation was given by Pastor Jeff Blackburn. Christenson welcomed a local Boy Scout Troop to the meeting. Troop members are working to earn one of their merit badges.

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.

Barnes asked Council to add a cereal malt beverage license application from Quick Pick to the Consent Agenda and amend the Resolution number for Business Item #3 to 2019-07. Trummel made a motion to approve the agenda with the requested addition and the requested correction. McBeath seconded. Motion passed 5-0.

D) CITIZEN COMMENTS

There were no comments from those in attendance.

E) CONSENT AGENDA

Jungemann made a motion, seconded by Kern, to approve the Consent Agenda with the addition of a cereal malt beverage license application from Quick Pick. Motion passed 5-0.

F) ITEMS OF BUSINESS

1. Convene as Greensburg Land Bank: Consider property donation of 200 S. Sycamore from First Baptist Church

Council recessed at 6:04 p.m. and convened as the Land Bank. Barnes explained that she had been approached by Ted Kyle, Chairman of the First Baptist Church Trustees, regarding the possibility of the church donating its property at 200 S. Sycamore to the Land Bank. Reves asked about the zoning of the property. Pyatt advised that the property is CP-3 Downtown Commercial. Kern made a motion to accept the donation of 200 S. Sycamore into the Land Bank, with a second from McBeath. Motion passed 5-0. Trummel asked how many properties are currently in the Land Bank. Barnes responded that there were approximately 12 properties currently in the Land Bank. The Land Bank adjourned.

2. 2019 Christmas Eve Employee Holiday Half-Day Request

Council reconvened open session at 6:06 p.m. Barnes opened discussion on her requests regarding holiday time off by reminding Council that each year Administration requests additional time at Christmas or administratively gives employees additional time off. Currently the policy is that employees receive Christmas Day as a paid holiday. This year Barnes is requesting an additional ½ day on Christmas Eve. Barnes provided Council with a list of holidays approved by the County Commissioners and by the State of Kansas for their employees. Reves made a motion to approve ½ day holiday pay on Christmas Eve in 2019. Jungemann seconded. Motion passed 5-0.

3. Resolution 2019-07: Employee Holidays

Barnes requested Council formally adopt Christmas Eve as a paid holiday beginning in 2020. As written, the proposed resolution to amend the Personnel Policy Handbook section "5.1 Holidays" would provide

Administration the discretion to replace Christmas Eve or Christmas Day with another full day, depending on what days of the week they fall on. (Example: if Christmas Eve falls on Friday and Christmas Day on Saturday, the holidays given would be Thursday and Friday.) Reves made a motion to approve Resolution 2019-07 as presented. Kern seconded the motion, which passed 5-0.

4. Year to Date Financial Review

Barnes provided a brief overview of 2019 finances through Dec. 2nd. A more detailed report will be provided in January. Barnes specifically pointed out that the Big Well fund is now budgeted \$100,000 more than shown, due to the previously approved budget amendment. Revenues, expenditures and the December Cash Balance were provided. Christenson asked for clarification as to why there are funds shown on the report that do not have budgets listed but show expenditures for the year. Barnes clarified that these are unbudgeted funds (i.e. Equipment Reserve, Sanitation Reserve, Special Alcohol) Purchases from those funds included the park pavilion, the concrete additions to the swimming pool apron, and the purchase of a Bobcat. Reves asked if there were any additional transfers planned for the year. Barnes explained that she will do a more thorough review for the finances before she authorizes Pyatt to make 4th quarter transfers.

G) CITY STAFF REPORTS

Barnes reported to Council on the following topics:

- **Moderate Income Housing Project Update:** Barnes and Pyatt participated in a pre-construction conference call today with Cindy Schmidt and the Kansas Housing Resources Corporation to go over project guidelines. The Schmidts have been approved for Neighborhood Revitalization. Building plans are being finalized and should be here in the next day or so. The Schmidts would like to pour concrete for at least 1 unit by the end of the year.
- **Water Treatment Plant Repair:** A few weeks ago, Utility Superintendent Mick Kendall found a skid leaking at the Water Treatment Plant. The leak has continued to worsen. Barnes administratively approved a quote from Layne Christenson for \$5,885.00 to make the necessary repairs.
- **KPP Annual Meeting and 2018 Financial Scorecard Report:** Barnes attended the KPP Annual Meeting Friday, December, 13th in McPherson. During the meeting, 2020 rates were approved. As predicted by Mark Chesney during his last visit with the Council, there will be a rate decrease for 2020. While in McPherson, Barnes met with Brooke Carroll, KPP, to discuss the City's 2018 electric utility financial scorecard. Greensburg has a fairly average score. Carroll stated that she feels good about where we are financially with the electric fund, but gave some suggestions of how to improve the fund overall. Barnes will work with KPP to develop a fund balance and reserve policy. They will also conduct an electric fund rate study once the 2019 audit is complete.
- **Incubator Tenant Updates:** Barnes advised that "The Classroom," which currently resides in Incubator suite 205, will be hatching to a larger space across the street after the first of the year. Dr. Jesse Grove, chiropractor from Dodge City, will open an evening clinic in the Incubator January 6th in suite 206. Appointments are encouraged, but walk-ins are welcome.

Trummel stated that he had stopped at the water treatment plant and observed the leak that was previously mentioned. He explained that it will take a major tear down to get to the leak and that there is PVC that won't be reusable, which accounts for a lot of the cost of repairs. Kendall intends to have Layne Christenson make additional, necessary repairs while the system is torn apart.

Reves asked if Staff has received bids back on the street repair at Main and Ohio. Barnes acknowledged that they had, and that the area to be repaired will be dug out before the end of year, depending on weather. Concrete will be also be poured. Staff has confirmed that the timing of repairs is great for the co-op. The co-op has said that this time of year they can work their trucks around the repairs. PEC has

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recommended 8"-9" of concrete. The quote received is for a 9" pour. PEC also recommended less reinforcement of the area than expected, so the price of repairs has come down from their original estimate. Jungemann asked about the depth of Main Street, recalling it being 12" thick. Reves asked if the project will take care of the curb in that area as well. Barnes confirmed that to be the case.

H) GOVERNING BODY COMMENTS

There were no additional comments from the Governing Body.

I) EXECUTIVE SESSION – Recess into executive session to discuss the City Administrator's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). (10 minutes)

Kern made a motion to go into executive session for non-elected personnel until 6:35 p.m. McBeath seconded. Motion passed 5-0. Barnes did not join the Executive Session.

J) ADJOURNMENT

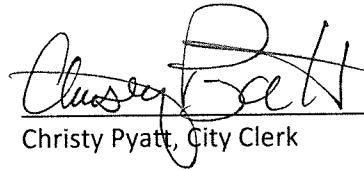
Council reconvened open session at 6:35 p.m. No action was taken.

Barnes reminded everyone that the existing Council will meet the first meeting in January. The new Council will be sworn in January 13th in the Clerk's office and ceremonially sworn in during the second Council meeting in January.

With nothing further to discuss, Christenson declared the meeting adjourned at 6:39 p.m.



Matt Christenson, Mayor



Christy Pyatt, City Clerk