Greensburg City Council
July 15, 2019
City Hall

A) CALL TO ORDER
Mayor Matt Christenson called the July 15, 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 John Harrison.

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

Reves made a motion to approve the agenda as presented. McBeath seconded. Motion passed 4-0.

D) CITIZEN COMMENTS
There were no citizen comments.

E) CONSENT AGENDA
Trummel made a motion to approve the Consent Agenda as presented, seconded by Reves. Motion passed 4-0.

F) ITEMS OF BUSINESS
   1. Street Sealing Quote
      Hayes was asked to seek bids for continuing the City's street preservation plan. A map of the areas being bid for this year was in the meeting packet. A bid from Heft and Sons was received. No bid has been received from ProSeal after several attempts. Reves asked if the process being bid was the same process as last year. Hayes confirmed that this was the case and stated that the finished product looks good and is cheaper. Christenson pointed out that it appears that the Special Highway Fund cash balance would allow for preservation this year and in 2020. He asked what the plan was for sealing 3-5 years down the road, as that fund does not replenish itself quickly. Barnes advised that future projects can also utilize the Capital Improvement Fund, allowing the Special Highway Fund to replenish itself. Mike advised that in the past his department performed sealing every-other year, so as to not deplete the fund as much.

      Trummel asked what the plan was for streets that haven't been touched since 2007 on the west side. Barnes advised that there is no formal plan at this time, but that Staff is monitoring the condition of streets. Developing a plan to rotate maintenance was mentioned. Trummel stated that he has had citizens voice concerns over street deterioration. Hayes advised that he had recently purchased one truck load of asphalt, at a cost of $4,500. Stating that asphalt is no longer produced in this area, the product had to be shipped from Salina. Hayes also stated that he is short on help and that his crew is mowing like crazy. Areas showing the most deterioration are where there is trash truck and other heavy vehicle traffic. Even some of the new streets, repaired after the 2007 disaster, are breaking down in places. Christenson asked if Hayes still does chip and seal, as he did prior to 2007. Hayes confirmed that he does not, stating that the price is 3 times higher than the current bid from Hefts and that the City cannot afford it. Reves asked how Hayes fixes a hole in the street. He explained that they dig out the hole and and use asphalt chips to fill it back in. Trummel asked about repairing street damage around
the co-op scale route. Hayes stated that he has some ideas, but did not specify. There was a brief discussion on street damage from trucks in general on Main St., Ohio Ave, and Bay St.

Reves made a motion to approve the $72,000 bid from Heft and Sons for surface treatment. Trummel second. Motion passed 4-0.

2. 2nd Quarter Financial Report, quarterly transfers
Barnes presented financials for the 2nd quarter of 2019. A report was provided in the meeting packet. A few items to note included: Airport expenditures were up due to the purchase of supplies for the grand opening celebration; Court costs were up due to an increase in traffic tickets and paying the judge a regular monthly fee to compensate for processing case related paperwork and holding court. Court is being held on a regular monthly basis now, also increasing costs. All other expenditures are tracking similarly to those of 2018. General Fund revenues are up slightly from this time last year. Funds were sufficient for budgeted quarterly transfers to be made.

3. 2nd Quarter Performance Measures
A report of 2nd quarter performance measures for each department was included in the meeting packet, along with comparisons for 2017 and 2018. Items reported are key indicators selected by former City Administrator Kyler Ludwig. Barnes found comparisons to be consistent since 2017. Reves asked about the decrease of water usage this year. Barnes reminded Council of the rainfall amounts received throughout the preceding months, allowing customers to use less water for lawns and gardens.

4. 2020 Budget Draft
Barnes provided a draft version of the full 2020 budget, including non-budgeted funds, for Council’s review. With a few exceptions, expenditures are predicted to remain consistent with the 2019 budget. Christenson had previously requested an increase in Capital Outlay. Staff has advised that it is time to replace media at the water treatment plant, which is the product that does ion exchange. The Water budget shows an increase capable of accommodating the quote obtained for media, $53,200. The Big Well “merchandise for resale” line item has been reduced. Significantly more had been budgeted in previous years than was used. Tourism also shows a decrease. The Tourism Board would like to bring their expenditures in line with yearly transient guest tax revenue, so as not to deplete the cash balance. Previously, the Tourism budget was increased for some specific projects, which have been completed. Barnes plans to meet with Jim Kennedy, City Accountant, in the next few days to put together state budget forms.

Reves questioned the increase in Police “other contractuals”. Barnes stated that the increase was put in place in case the County required a contract for dispatch services. Christenson drew attention to page 15 of the agenda packet, General Fund Expense Summary, specifically the “Neighborhood Revitalization” line item. Barnes will review the entry for a potential formula error within the worksheet. Reves asked about “Other Contractuals” of $60,000 within the Electric fund, considering previous expenditures that were significantly less. Barnes reminded Council that an adopted budget provides the Council with spending authority up to the amount budgeted, but does not necessarily mean that much will actually be expended. There are areas within a budget where additional funds must be budgeted so as to allow the authority to cover unexpected costs (such as equipment failure, broken water lines, etc.) without adopting a budget amendment. Christenson commented on the stability of the Electric fund over the past several years. Reves asked if Staff had heard anything further on the concrete walls of the sewer lagoons. Utility Superintendent Mick Kendall has advised that it has been impossible to drain the lagoons with all the rain received. Now that the rains have stopped, they can proceed with draining and have the walls examined. Christenson asked about the budget time frame. Staff will publish the draft 2
weeks in advance of the budget hearing, which is currently planned for the first meeting in August.
Barnes needs to meet with Jim Kennedy to prepare the summary publication page. Upon mention of the
minimal change in taxes for the coming year, Christenson pointed out that the City if fairly limited on
increasing the tax level, due to the state tax lid. Reves asked for clarification on how much out of Big
Well Manager’s employment costs came from the Tourism budget. In 2018 the cost was split 50/50 with
Big Well.

G) CITY STAFF REPORTS
Barnes reported to Council on the following topics:
  • Administrator’s report - A printable copy of the report will now be available in Dropbox, for
    future referencing purposes.
  • 2020 Budget - Barnes is working with Jim Kennedy, Kennedy and McKee, to finalize the 2020
    budget this week. The budget summary and announcement of a public budget hearing to be held August
    5, 2019 will be advertised for 2 weeks in the Kiowa County Signal.
  • Leadership League of Southwest Kansas – County Clerk Kristi Cooper, Barnes, and Tourism
    Director Caitlin. Matile will be the local participants. 19 people total from 5 counties will take part. A kick
    off meeting will be held in mid-August.
  • B&H Construction – B&H will be wrapping up their rental of property at the business park. They
    are working with Utility Superintendent Mick Kendall to return the property to its original state.
  • PBC Bond refinancing – Communication with Greg Vahrenberg from Raymond and James Kevin
    Cowan from Gilmore & Bell has been that proposals are still coming in slower than originally projected,
    potentially in part to the July 4th holiday. Hopefully a proposal will be available for Council’s
    consideration at the next meeting.
  • Kansas Works Mobile Workforce Center – The mobile unit will be in Greensburg Tuesday, July
    23rd from 2-4 pm to assist employers and job seekers with job needs.
  • Greensburg Interest – There continues to be interest in the Greensburg community from the
    outside world. In the last few days, a family from Arkansas that has visited since 2007 stopped in, and a
    family from California that stops every year on their way to Ohio for business purposes and gives a
    donation toward the community’s recovery came in to City Hall with another contribution. Barnes sent
    them a thank you package with t-shirts from the Big Well gift shop. In a note, she told them the City is
    working developing the swimming pool park, and their donation will probably be used in that project.
  • Meetings - Barnes has been invited to attend the Rural Issues Policy Summit Wednesday, in
    Lindsborg, hosted by several Kansas legislators. Friday morning she will attend the Southwest Kansas
    Economic Development group roundtable in Dodge City.
  • Mutual Aide – Barnes received a request from Haviland to use our street sweeper. They are
    doing a street project, and their equipment is not capable of doing a thorough enough job. We will
    provide an employee and the equipment. Hayes is coordinating the effort and working with Haviland to
    determine an appropriate fee to cover our employee’s time, fuel, and machine use.
  • Haviland Telephone – Barnes is working with Haviland Telephone on a easement agreement,
    which she hopes to present to Council at the next meeting. Both entities continue working toward the
    approved phone and internet service transfer.
  • Pavilion - The concrete work for the picnic pavilion to be erected at the swimming pool park is
    complete. Public Works Staff are busy keeping up with mowing, causing a delay in the project.
  • Incubator Rent – Letters are going out this week to Incubator tenants, notifying them of the
    2020 and 2021 rental rate changes.
  • Vacation – Barnes will be on vacation July 29th - Aug 2nd. She will have access to phone and
    email, but service may be limited at times.
H) GOVERNING BODY COMMENTS
There were no additional comments from Council.

I) ADJOURNMENT

With nothing further to discuss, Christenson declared the meeting adjourned at 6:32 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk