

**CITY OF GREENSBURG
REGULAR CITY COUNCIL MEETING
300 SOUTH MAIN GREENSBURG, KANSAS
MONDAY, FEBRUARY 3, 2020
6:00 PM**

A) CALL TO ORDER

B) PLEDGE OF ALLEGIANCE AND INVOCATION

C) ROLL CALL & APPROVAL OF THE AGENDA

D) CITIZEN COMMENTS

All comments are limited to a maximum of three minutes for each speaker. In accordance with the Open Meetings Act, City Council members may not discuss or take action on any item that is not on the Agenda.

E) CONSENT AGENDA

These items are routine and enacted by one motion. There will be no separate discussion of these items unless a Council member so requests. Any consent agenda item can be removed and placed on the agenda as an item of business.

1. Approval of Minutes
 - a. Regular Meeting – January 21, 2020
2. Appropriation Ordinance
 - a. Ordinance #1165

F) APPOINTMENTS: Greg Waters, Kiowa County Economic Development Board, Feb. 3, 2020-Dec. 31, 2022
Review City Council Appointment to LEPC

G) ITEMS OF BUSINESS

1. Review Airport Haying Request for Bids and Sample Haying Lease

H) CITY STAFF REPORTS

I) GOVERNING BODY COMMENTS

J) EXECUTIVE SESSION

Executive session in accordance with K.S.A 75-4319(b) for personnel matters of non-elected personnel. 20 minutes

K) ADJOURNMENT

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 5:30 and 6:00 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

To be placed on future agendas please contact City Administrator Stacy Barnes at administrator@greensburgks.org or call City Offices at 620-723-2751.

APPROPRIATION ORD. 1165

02.03.20

CHECK #	VENDOR	REFERENCE	AMOUNT
PRE-PAID			
28244	KANSAS STATE TREASURER	PBC SERIES 2019	\$ 24,375.00
28245	KANSAS GAS SERVICE	ACCT 510351829 1377452 45	\$ 749.74
	*****PRE-PAID TOTAL*****		\$ 25,124.74
PAID			
28246	A-1 CONCRETE & CONSTRUCTION	MIH DUPLEXES	\$ 44,571.59
28247	AT&T	ACCT 620 723-2116 461 2	\$ 155.30
28248	BTI-PRATT	REPAIR & SUPPLIES	\$ 49.56
28249	CITY ATTORNEY'S ASSOC. OF KS	CITY ATTORNEY'S ASSOC. OF KS	\$ 35.00
28250	CITY OF GREENSBURG	FEB 2020 BIG WELL RENT	\$ 13,208.88
28251	CLUNE & COMPANY LC	COPIER	\$ 100.85
28252	HAVILAND TELEPHONE CO.	INTERNET	\$ 987.93
28253	HOME LUMBER	SUPPLIES/PARTS	\$ 381.44
28254	KERBS LAW OFFICE	LEGAL SERVICES	\$ 47.10
28255	LUMINOUS NEON INC	SIGN LEASE	\$ 235.00
28256	MATT DEIGHTON	MERCHANDISE FOR RESALE	\$ 709.00
28257	NISLY BROTHERS TRASH SERV	WASTE SERVICES	\$ 9,572.00
28258	OFFICE SOLUTIONS	CONTRACT RATE FOR FEB 2020	\$ 288.33
28259	SAFETY-KLEEN SYSTEMS, IN	WASHER SOLVENT FOR PARTS	\$ 216.46
28260	TAYLOR PRINTING, INC	METER CARDS / KOEHN PLAQUES	\$ 194.00
28261	UNIFIRST CORPORATION	UNIFORMS/CLEANING SUPPLIES	\$ 521.50
28262	VERIZON	MOBILE SERVICE	\$ 101.01
28263	WICHITA STAE UNIVERSITY	ATHENIAN DIALOGUE C. PYATT	\$ 75.00
	***** PAID TOTAL *****		\$ 71,449.95
	***** REPORT TOAL *****		\$ 96,574.69

**Greensburg City Council
01.21.20
City Hall**

A) CALL TO ORDER

Mayor Matt Christenson called the Tuesday, January 21, 2020 meeting to order at 6:00 p.m.

B) PLEDGE OF ALLEGIANCE & INVOCATION

The Pledge of Allegiance was said. Invocation was given by Pastor Jon Harrison.

C) OATH OF OFFICE

City Clerk Christy Pyatt ceremoniously gave the Oath of Office to Mayor Matt Christenson and Council Members Mark Trummel and Chance Little. All three took the official oath on Monday, January 13, 2020, in accordance with Charter Ordinance 17.

D) ROLL CALL & APPROVAL OF THE AGENDA

Council Present: Mike McBeath, Mark Trummel, Pam Reves, Chance Little, and Haley Kern. Staff present: Administrator Stacy Barnes, City Clerk Christy Pyatt.

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

E) CITIZEN COMMENTS

Judy Kirk, Public Arts Committee (PAC), presented an update to Council on the status of the group. PAC was originally commissioned by Council to bring in public art to the community for the 10th anniversary of the 2007 disaster. The group has continued to add to the project, establishing Starlight Park. There are limited funds remaining for PAC to utilize. They have commissioned Collin Seacat to create an iron bench for additional seating. The group would also like to find additional trees to plant in Starlight Park, to create more shade. Kirk thanked Council for the opportunity to bring art to the community. She hopes they have inspired others to add to the vision and asked Council to keep the group in mind for future public art projects and memorials. Friends of Starlight Park would like to continue maintaining the park this coming year.

F) CONSENT AGENDA

Kern made a motion, seconded by Reves, to approve the Consent Agenda as presented. Motion passed 5-0.

G) RECOGNITION: Jay Koehn, Greensburg Fire Chief 2007-2019

Christenson presented Jay Koehn, recently retired Greensburg Fire Chief, with a plaque commemorating his years of service to the City of Greensburg. Koehn advised that he is still on the department and assisting with filing state reports until someone else is trained.

H) ITEMS OF BUSINESS

1. Council President Appointment

Christenson asked for volunteers to serve as Council President. Kern voiced approval of Trummel's previous service. Trummel conceded to serve in this capacity once again. Kern, made a motion, seconded by Little, to appoint Mark Trummel Council President. Motion passed 5-0.

2. Benzel Conditional Use 2020-01-CU

Contained in the meeting packet were minutes from the January 2, 2020 Planning Commission meeting. During that meeting, the Planning Commission held an advertised public hearing on a request from Mike

Benzel to construct a 34' x 30' garage on an existing concrete slab located on his property at 307 W Garfield. The property adjoins 603 S. Walnut, also owned by Benzel. There is no primary structure on either lot. The Sustainable Land Development Code does not allow for the construction of an accessory structure on a lot that does not have a primary structure. There is a basement located at 603 S. Walnut that has been preserved by the Benzel's. Their intention is to eventually build a home there. Their daughter and son-in-law live across the ally. They will utilize the garage until such time as it is needed for the storage of building materials. The Benzel's also plan to install security lighting on the structure. The Planning Commission recommended approval of the application. Staff has held the case for the required 14-day protest period before bringing it before Council for a final decision. Reves discussed the work that the Benzel's have put into the property since purchasing it and made a motion to approve the application. McBeath second, and the motion passed 5-0.

3. Receive Farmer's Spraying Service to discuss plans for property lease and building at Greensburg Airport

Tony Sturgeon, Farmer's Spraying Service, was present to discuss plans to lease and develop property at the Greensburg Airport for his business operations. Sturgeon met last week with Christenson and Barnes to discuss relocating the business back to Greensburg from Haviland. Barnes provided a copy of Sturgeon's preliminary plan. They would prefer to purchase property from the City, but would agree to a long-term lease of 3-5 acres at the south end of the air strip. Sturgeon would construct one hangar and relocate one aircraft to Greensburg. His preferred location would be convenient for deliveries and customers. The location is also of a good elevation and would require minimal dirt work. Recognizing that the airport is not a finished product, Sturgeon clarified that he will need access to water, sewer, electric, internet, the runway. Sturgeon would prefer a 50-year lease, in order to protect their investment.

Trummel asked additional questions pertaining to what the business would need to operate. Sturgeon explained that there would be an on-site office that would need utilities, space for the storage of tanks, a fueling system, and a ramp. Trummel asked specifically about the amount of water that would be required. A standard 2" line will not be sufficient. Reves questioned if Sturgeon was requesting the City pay for the installation of these items. He replied that was up for discussion. With the City having state grant applications pending, discussion was had on what the City can do to move forward with business development without hindering continued development of the airport project itself. Barnes hopes to receive word on grant recipients by April. Christenson asked if the promise of business development might motivate the city to request smaller grants, for items such as utilities, that would be easier for KDOT to fund. Barnes has been in contact with airport engineer Matt Jacobs, Lochner. He believes, due to grant funds being utilized, that it is in the City's best interest to do long term lease agreements with developers, rather than sell portions of airport property.

Farmer's Spraying hopes to begin construction this summer, giving the current grass runway another year of growth before there is increased usage. Kern voiced her excitement that Farmer's plans to move back and would like to see Staff and Council review finances to see how the entities can work together. Christenson concurred and added that activity at the airport will look better on future grant applications as well.

4. 2020 Census Information

Barnes advised Council that Census counting begins April 1st. The League of Kansas Municipalities (LKM) has employed someone specifically to assist cities with census education and with harder to reach populations. Barnes provided a booklet about the census in the meeting packet, which provides general information. She also included an LKM infographic sheet specific to Greensburg. It is estimated that for each household in Greensburg that is not counted, the community could miss out on approximately

\$46,845 in federal funding over 10 years. In an effort to increase participation, citizens will be able to participate in the census online. March 20th a postcard with the web address will be mailed out to every address. Citizens may also provide a telephone or paper response. For addresses that do not respond, census workers will go door-to-door. The City has received a grant from LKM for social media and newsletter education for our citizens. All information collected is confidential. An accurate count is especially important in our community. Population forecast modeling is misprojected because of the significant population decrease following the 2007 disaster. The 1-year trend in 2007, due to the tornado, causes some forecast models to show a county wide population as low as 146 people by 2064. An accurate count would be extremely beneficial to the city, the county, and the school.

5. 2019 Financial Report

Barnes presented a prepared financial report for fiscal year 2019, including ending cash balances and a visual of the trend of cash balances from month to month. The general fund showed growth while the electric fund went down. Transfers from the electric fund to the general and electric reserve funds have greatly contributed to the decline. Staff will be watching quarterly to see if the budgeted transfer from electric to general is needed. The report also shows the effects of properties coming off of the neighborhood revitalization, resulting in higher tax revenues than budgeted in 2019. The Big Well fund transfer approved for bond refinancing in 2019 is reflected, showing a large dip in the cash reserve. Barnes is open to suggestions from the Council on how they would like to see finances reported in the future (i.e. spreadsheets, graphs, etc.)

I) CITY STAFF REPORTS

Barnes reported to Council on the following topics:

- **Highway 54 and Sycamore Water Leak:** APAC was here today to begin work on the Highway 54 and Sycamore water line leak. The leak has been located; however, as of last check they were still working to make the repair. The proposal to fix the leak is \$7,200.
- **Ohio Street Water Leak:** City employees discovered and repaired a water line leak on Ohio Street near Pine Street today.
- **Pet Vaccination and Registration Clinic:** The city, in cooperation with Dodge City Vet Clinic in Greensburg, will hold its annual pet vaccination and registration clinic on Thursday, February 20, 11am-2pm at the Vet Clinic office, 204 W. Florida St. Billing Clerk Suleenia Trent will be at the clinic to handle the registration process.

Trummel asked why City Staff could not repair the Highway 54 water leak themselves. Barnes advised that the required work was more than City equipment could handle due to the thickness of the concrete required to handle the heavy truck traffic. Also, there is a concern about highway safety, which APAC is more equipped to handle with the size of their equipment. Trummel asked how thick the concrete had to be. Barnes will inquire of that tomorrow. In order to find the leak, a much larger section of the highway had to be excavated than just where the water and the visual damage was.

J) GOVERNING BODY COMMENTS

McBeath commented that the alley behind Kiowa County United receives a lot of traffic due to the Post Office drop box located there. The alley is currently in need of improvement. Reves then asked if there was an alley where citizens are driving east to Oak Street through the block after leaving the mail box. There is not, that is private property. Little mentioned that the utility pole located at the north end of that alley has been hit again and is leaning heavily. Concurring that it would take significant engineering and expense to move the pole, Little asked about potentially replacing the pole and altering the alley entrance while Staff is repairing alley. The possibility of placing a concrete barricade next to the pole

was mentioned. Council advised that there had been previous conversations with KDOT regarding altering the alley entrance.

K) EXECUTIVE SESSION – Executive session in accordance with K.S.A 7-4319(b) for personnel matters of non-elected personnel. 20 minutes

Kern made a motion to go into Executive Session for non-elected personnel until 6:55. Trummel seconded. The motion passed 5-0. The City Administrator was included in the Executive Session.

L) EXECUTIVE SESSION – Executive session in accordance with K.S.A. 75-4319(b) for personnel matters on non-elected personnel regarding City Administrator performance. 20 minutes

Trummel made a motion to go into Executive Session for matters of non-elected personnel until 7:15 p.m. McBeath seconded. Motion passed 5-0. The City Administrator was included in the Session.

M) ADJOURNMENT

Council returned to open session at 7:15 p.m. With nothing further to discuss, Christenson declared the meeting adjourned at 7:15 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk

City of Greensburg
City Council Meeting
February 3, 2020

To: Mayor and City Council
From: Stacy Barnes, City Administrator
Subject: Agenda items F, G. 1

Agenda Item F Appointments

Kiowa County Economic Development Board: A county-wide board established by the Kiowa County Commission to promote the economic well-being of all cities and the rural development of the county. The City of Greensburg City Council appoints two (2) members of this board for three (3) year terms.

Member	Appointed or Reappointed	Term expires
Carolyn Morton	January 1, 2018	December 31, 2020
Greg Waters	February 3, 2020	December 31, 2022

Greg Waters was nominated by the Kiowa County Economic Development board at their January 27th meeting to serve another term on the board. City Council needs to approve his appointment to the board.

LEPC (Local Emergency Planning Committee): Re-established in the County in May 2012, this committee is required to meet state and federal guidelines. An active committee allows local agencies to continue receiving portions of their funding from state and federal agencies. The County and Cities within the County will be eligible to receive disaster funds in the event that a disaster is declared. Council was asked to appoint a representative for a term to be determined by Council. The consensus of the Council was to review the appointment yearly (May 21, 2012 City Council Minutes). The City Administrator or City Clerk will also participate.

Member/Position	Appointed	Term Expires
Matt Christenson – Council	March 2018	April 2019

Agenda Item G. 1 Review Airport Haying Request for Bids and Sample Haying Lease

Included in the agenda packet are drafts of a request for bids and lease for haying at the Greensburg Airport. Staff would like input from council on these drafts and how to proceed.

CITY OF GREENSBURG
SCOPE OF WORK/BID SHEET

The City of Greensburg is soliciting proposals from qualified vendors for a one (1) year lease to mow/swath and bale the Greensburg Municipal Airport Property ('Airport'), located at 16021 37th Avenue. The Airport consists of approximately one hundred seven (107) net acres of harvestable land that surrounds the operational portions of the property. There is no guarantee of the quantity or quality of the crop available on the property.

The general terms of a land lease on the property would include:

- Lessee shall be responsible for the application, and related costs, of any necessary agriculture related chemical applications on the property. Chemicals shall be applied to maximize the crop yield and quality while minimizing the growth and spread of undesirable grasses and weeds.
- Lessee agrees to cut, bail and remove all hay at least once during the term of this lease. The property is to be mowed clean with no patch work being permitted. Lessor reserves the right to issue a notice to mow to Lessee in the event Lessor determines the hay is ready to be harvested and Lessee has failed to act 15 days from the date of the notice to begin mowing. All bales must be removed from the property within 14 days of being mowed, weather permitting.
- The Lessor reserves the right to sell/lease some or all of the property to another entity for nonagricultural related uses during the term of the lease. Should any such sale/lease occur, the amount of any future lease payments due from Lessee would be reduced proportionately to the amount of land removed from production.
- Lessor and Lessee shall execute a lease agreement following the award of the bid by the City Council for a term of one (1) year.

Sealed bids should be submitted to Greensburg City Hall, 300 S. Main by 4:30 pm on



GREENSBURG MUNICIPAL AIRPORT
HAY LEASE AGREEMENT

THIS AGREEMENT, made this ___ day of _____, 20___, between The City of Greensburg, hereinafter referred to as "LESSOR", and _____, hereinafter referred to as "LESSEE".

WITNESSETH, that the Lessor leases to the Lessee a tract of real estate located at the Greensburg Municipal Airport, 16021 37th Street, in Kiowa County, Kansas containing approximately 107 acres for a period commencing _____, 20___, and ending on December 31, 20___ for haying operations. Both parties recognized that Lessor also owns other tracts in the immediate area and said other tracts are not part of this lease;

In consideration of Lessor leasing said track to lessee, Lessee agrees to lease said property under the following terms and conditions:

1. Lessee agrees to pay Lessor \$ ___ per acre (acres) for a total annual rental amount of \$ ___ payable by _____. Failure to make said payment by the due date shall result in this lease being immediately terminated.
2. Lessee agrees to cut, bail and remove all hay at least once during the term of this lease. The property is to be mowed clean with no patch work being permitted. Lessor reserves the right to issue a notice to mow to Lessee in the event Lessor determines the hay is ready to be harvested and Lessee has failed to act 14 days from the date of the notice to begin mowing. All bales must be removed from the property within 14 days of being mowed or within 30 days of a notice to mow being sent whichever occurs first.
3. In the event Lessee chooses to apply fertilizer or make other improvements to the hay meadow, all such applications or improvements shall be at Lessee's sole expense with no amount being reimbursed or owing by Lessor.
4. Lessee shall not assign this lease or sublet the premises covered by this agreement.
5. Lessor shall have the right to enter and inspect said property.
6. All changes to this lease shall be in writing and by mutual agreement between the parties.
7. The Lessor reserves the right to sell/lease some or all of the property to another entity for nonagricultural related uses during the term of the lease. Should any such sale/lease occur, the amount of any future lease payments due from Lessee would be reduced proportionately to the amount of land removed from production.

Lessee to perform all maintenance and labor in compliance with the terms of this lease agreement without charge or expense to Lessor.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this ___ day of _____20____.

Lessee

City of Greensburg, Lessor

Mathew Christenson, Mayor

Christy Pyatt, City Clerk

DRAFT

IMMEDIATE RELEASE

Jan. 30, 2020

For more information:

Jeanny Sharp
785.296.3585

KDOT announces Kansas airport improvement projects

Topeka – Twenty-three projects have been selected for Kansas Airport Improvement Program (KAIP) funding for the purpose of planning, constructing or rehabilitating public use general aviation airports, according to the Kansas Department of Transportation.

KAIP receives \$5 million annually through the T-WORKS transportation program and requires airport sponsors to share in the project costs by paying a minimum of 5% of the total project. The KDOT's Division of Aviation, which manages the program, considered 113 project applications this year with a combined total project value of more than \$27 million.

“Transportation provides access to all things important in our lives and aviation is a particularly important mode of transportation for Kansas industry,” Julie Lorenz, Secretary of Transportation said. “These airport improvements are a few of the many important efforts to empower aviation economic growth across our entire state. KAIP has shown great value through the years and will continue under the proposed FORWARD transportation program.”

The selection board identified \$4.2 million of improvements to address the top 15% most impactful airport improvements across the state.

“Aviation represents \$20.6 billion in total economic impact for the state of Kansas,” said Bob Brock, KDOT Director of Aviation. “We’ve assessed the remaining \$23.5 million of needs and are working with communities to identify best-value strategic improvements through KAIP.”

Communities selected for funding and amount awarded include:

Atwood – Backup generator for airfield lighting and Automated Weather Observing System -- \$27,000

Benton – 15 additional parking pads along taxiway -- \$45,360

Colby – Airfield drainage and grading -- \$104,250

Colby – Install Automated Weather Observing System -- \$91,800

Gardner – Campus redesign, tech survey and business and economic plan -- \$178,600

Goodland – Construct taxiway replacement -- \$310,612

Hugoton – Crack seal, seal coat and re-mark runway -- \$212,750

Hutchinson – Crack seal, seal coat and re-mark taxiway, aprons and taxilane -- \$263,400

Independence – Remove and replace runway markings -- \$212,250

Newton – Install precision approach path indicators -- \$158,500

Olathe/Johnson County – Materials for minor maintenance -- \$7,500

Olathe/New Century – Mill and overlay north half of hangar apron -- \$216,000

Parsons – Two 10,000-gallon fuel tanks (Jet-A & 100LL) and card reader -- \$225,000

Phillipsburg – 600 feet runway extension design -- \$332,500

Pratt – Two 10,000-gallon fuel tanks (Jet-A & 100LL) -- \$200,000

Rose Hill – Move electrical vault -- \$41,650

Rose Hill – Lighting for taxiways -- \$85,680

Rose Hill – Aeronautical survey for instrument approach -- \$66,500

Rose Hill – Precision approach path indicator and windsock -- \$38,610

Rose Hill – Update master plan -- \$28,500

Salina – Rehabilitate pavement K-State Polytechnic apron -- \$103,320

Satanta – Crack seal, seal coat and re-mark runway -- \$141,530

Scott City – Install Automated Weather Observing System -- \$100,980

Smith Center – Construct partial parallel taxiway -- \$28,225

Tribune – Install Automated Weather Observing System -- \$158,750

Ulysses – Install Automated Weather Observing System, segmented circle and wind-cone -- \$417,000

Wellington – Repair Automated Weather Observing System -- \$108,900

Wichita/James Jabara – Runway slab replacement and patching -- \$344,000