CALL TO ORDER
Mayor Matt Christenson called the January 19, 2021 meeting to order at 6:00 p.m.

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

ROLL CALL & APPROVAL OF THE AGENDA
Council Present: Mike McBeath, Mark Trummel, Pam Reves, Chance Little, and Haley Kern. Staff present: Administrator Stacy Barnes, Police Chief Aaron Webb, and City Clerk Christy Pyatt.

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

CITIZEN COMMENTS
There were no comments submitted in advance and nothing from the audience.

CONSENT AGENDA
Trummel asked about check 29161 on Appropriation Ordinance 1199. Webb stated that he has had difficulty purchasing ammunition over the last few months. He was able to purchase from Armscor Cartridge Inc., but in order to receive the heavily discounted, bulk pricing he had to purchase 5000 rounds (3,000 rounds of 9 mm and 2,000 rounds of 223). Trummel made a motion, seconded by McBeath, to approve the Consent Agenda as presented. Motion passed 5-0.

ITEMS OF BUSINESS
1. Receive Kerri Ulrich, Kiowa County Public Health Officer, for COVID-19 Updates
   Ulrich was unable to attend tonight’s meeting. No update was provided.

2. Convene as Greensburg Land Bank: Land Bank Policy Amendments
   Christenson recessed the Council meeting at 6:03 p.m. and convened the Land Bank. A draft policy for the Land Bank, reflecting previously discussed changes, was provided for Council’s approval. Hearing no additional quests for changes, Reves made a motion, seconded by Kern, to approve the presented amendments. The motion passed 5-0.

3. Reconvene as City Council: Fund Cash Balance Report
   Council reconvened open session at 6:05 p.m. Barnes explained that Staff is still waiting on a few final 2020 bills. A full 2020 financial report will be available at the next meeting. To help form some of the discussions for tonight, a cash balance report was provided. The General Fund remains healthy, though there is a decreased cash balance from the end of 2019. 2020 saw an increase in court and police expenditures, which come from the General Fund. The regularly budgeted Electric Fund to General transfer was not done, to save cash in the Electric Fund. The Electric Fund cash balance shows growth of approximately $10,000 for the year. The Sewer Fund cash balance continues to decline. In 2018, previous administration discussed conducting a rate study for both Sewer and Water. Only water rates have been adjusted since that discussion. Barnes would like to see a review of sewer rates this year. The Big Well experienced a loss of revenue due to the COVID shut down. Barnes also pointed out that, for the first time ever, the Incubator Fund is in the black. This is thanks in part to tenants, but also the efforts by Staff to reduce cost.
Reves asked if there is a sewer reserve. Barnes confirmed that there is a reserve, with a current cash balance of $73,191.80. $15,000 is transferred from the Sewer Fund to the Sewer Reserve annually. Reves asked what was determined on the cracked foundation surrounding the sewer pond. Barnes stated that at this time there does not appear to be a large repair needed but it will continue to be monitored.

4. 2021 Project Priority Discussion
At the last meeting, Council requested a list of projects for 2021. Barnes asked for directions on several previously discussed projects.

Business Park spec building: Construction of a spec building at the Business Park was last discussed at the end of 2019. Barnes went over the previously received rough estimate of approximately $300,000. Barnes asked if Council was interested in offering an RFP on a similar building, to get more concrete costs, and offered potential funding options for the project. In conversations with Gilmore Bell, who assisted with the funding of the Big Well project, it was determined that the Public Building Commission is not for community use facilities. Kevin Cowan suggested General Obligation Bonds. Barnes also noted Economic Development and Capital Outlay funds that are available. She has also been looking into a Small Business Development Program through USDA Rural Development. The program would only fund a portion of the project, and applications are due at the end of February. Barnes believes that, based on available funding, a $50,000 - $100,00 request would be appropriate for that program. Barnes asked if Council was still interested in building a spec building and if so, would they want to pursue the same project scope that was previously looked at.

Trummel confirmed that issuing an RFP would not require Council to move forward with the project. After a brief discussion, Trummel and Kern voiced that they would like to move forward with an RFP, believing that it's time to take a risk. Council has had individuals that have been interested in locating in the park in the past. Trummel wonders if one of them may have moved forward if there had been a building to lease or purchase. Barnes has had inquiries from the Department of Commerce, but has been unable to respond because they are looking for real estate. Consensus of the Council was to issue an RFP, to have a better idea of actual costs and a better idea of payback for a tenant. Consensus was to leave the project specs as previously discussed for now, a building shell with utilities to the building and plumbing stubbed out for a bathroom.

Airport Improvements: Barnes continues to have conversations with Farmers Spraying Service about building a hangar at the airport. Currently there are no utilities available at the airport, preventing additional commercial development. Recent efforts to continue partnering with KDOT Aviation on airport development/cost share grants have proven unfruitful. Barnes asked for direction on bringing utilities to the property. Lochner, airport project engineers, had created a cost estimate for grant purposes. Barnes asked if Council would like to put together an RFP and move forward, funding the installation ourselves or continue to apply for grants. Staff will continue to seek grants for other portions of the project. Previously, the Insurance Fund was earmarked for KDOT grant match. Trummel asked if Council should concentrate on utility installation more than paving the runway at this time, since there is a potential tenant. Barnes believes that would be an appropriate action. She believes that paying for this portion of development ourselves will look good on future cost share grant applications. Barnes has been working with City Attorney Clayton Kerbs on a second draft of a lease agreement. Reves confirmed that bringing utilities to the site included electric, water and sewer. She questioned if a decision had been made by Council on whether to extend the City's sewage and water systems to the park or install a septic tank and drill a water well. Lochner's price estimate was for an on-site water well and septic tank system. Trummel voiced concern about the City's ability to drill a good well at that location. Cost estimate is broken out by utility. Reves asked if a Rural Development Grant was a possibility. Barnes
believes that she was previously told this was not an option. According to the last published census, the City does not meet the low to medium income parameters of the program. Lochner and Barnes will continue to apply for KDOT grants, and she will refresh her memory about some additional funding opportunities previously looked into. The consensus was to move forward with an RFP for utilities.

**Street Maintenance:** Staff is working to evaluate conditions of city streets, prioritizing those that need the most attention, and developing a routine maintenance plan. Staff is also working to determine which repairs are beyond the city’s scope of work. The City no longer owns the equipment necessary to chip seal. A quote from Heft and Sons for eFog treatment of 73,000 square yards of streets specified on the map that was included in the meeting packet. Conventional chip seal is much more expensive than the eFog method most recently used on city streets. The project can be paid for out of the Special Highway Fund. Revenues for that fund are approximately $21,000/year. eFog has a 3-year life span, but does not seal larger street cracks. eFog treatment is for rejuvenating the asphalt surface, to prevent damage from freezing and thawing. The same is true of the chip seal method, though it has a longer life of 10 years. Staff would still need to crack seal larger street cracks. Little and Trummel voiced that they have not been impressed with the results of eFog and would prefer to chip seal. Some areas of streets are past the point that preventative methods would be effective. Staff would need to crack seal streets or dig out cracks and fill them before either method is applied. Trummel believes the City would be better off contracting out those services, rather than purchasing equipment that would have a significant price tag. Barnes relayed that the spreaders the City currently owns do not work with trucks the City currently owns. Christenson voiced that he has more confidence in chip seal lasting longer. Council briefly discussed that the Special Highway Fund may not be able to keep up with doing a section of town each year, as previously proposed. The consensus was to utilize the chip seal method moving forward. Kern would like to see the updated repair and maintenance plan first. Keeping the 10-year lifespan of chip seal in mind, there needs to be flexibility in the plan, in case deterioration of a street occurs more quickly than anticipated.

5. **Park RFP Response Review**

In November, Barnes received responses from 3 companies (5 designs) on the park playground RFP that was released. Council previously set a project budget of $50,000. Barnes has engaged the park committee with an online questionnaire regarding the submittals. Barnes has received feedback similar to her first impressions, that what can be done for $50,000 is underwhelming. There has been no consensus on which design is preferred. The designs are all very similar. Seeking direction, Barnes asked if Council would like to re-evaluate the budget, pick a specific design, get more community input, or select a company and make modifications to the designs submitted. Reves stated that the community should consider this the beginning of the development. Additional amenities can be added as funds are available. During their conversation, funding of the project was discussed. Funds are available in the Donation Funds, Alcohol Fund, and Sanitation Reserve Fund, which was used for the purchase of the park pavilion. Council had previously discussed adding a perimeter sidewalk to the property and had received a request from a young man for a skate park. Reves mentioned that the previously discussed chip seal project would create an issue for those trying to skate on city streets. Kern stated that she is more open to a skate park than she previously was. Consensus of the Council was to leave the budget at $50,000 and to make the submitted designs available for public feedback, especially from school kids.

6. **Police Vehicle Discussion**

Webb requested guidance from Council regarding the purchase of a police vehicle. Officer Erickson will begin academy next week and graduates in May. Webb provided a brief description of the current police vehicles, stating he has received feedback from a couple of Council Members that they would prefer not to invest anything more on the Crown Vic due to its age. Webb had requested quotes from several dealerships and provided the quotes, outlining regular cost vs. government pricing. Webb plans to
continue to utilize Ray Stegman, 10-39 Communications, and gave examples of the cost of a larger company vs. Stegman who is local, does quality work, and is readily available if any issues arise. For equipment and labor, Webb estimates $14,000 additional cost. In 2020 court revenues were just over $150,000 and expenses were approximately $49,000, leaving a cash balance of $101,000. The cash balance of equipment reserve is approximately $81,000, and the amendment fund has approximately $23,000. Webb recommended utilizing the amendment fund to outfit a new vehicle and the equipment reserve, or a combination of equipment reserve and the amendment fund, to purchase the vehicle. Webb recommended the purchase of an SUV over a pickup or sedan, due to storage needs. For that reason, his preference is the police issue Chevrolet Tahoe. Webb briefly went over pros and cons of purchasing a used vehicle vs. a new vehicle. He stated that the Tahoe will hold its resale value more so than some of the other options. Considering potential delays in ordering a vehicle and having it outfitted, Webb would like to begin that process to ensure the vehicle is ready when Erickson returns from academy.

Kern asked if there were any issues with the Crown Vic. Webb stated that the vehicle is not being used for patrol right now. There were no major issues when he stopped using it for patrol. Webb reiterated that the vehicle is a 2011 and that the question has been does Council want to invest more money in a 10-year old vehicle. McBeath reminded Council of previous conversations about the need for the police department to have a 4-wheel-drive vehicle. Little proposed selling the City’s current Tahoe and Crown Vic and applying those funds to the purchase of a new police vehicle. Barnes concurred that this was a possibility, but would prefer to have a vehicle available for administrative travel as well. The Tahoe is no longer driven on a daily basis, it is 14 years old, and has nearly 100,000 miles. City Mechanic Danny Trent has voiced concern that the vehicle will soon be in need of repairs that will be quite expensive and require a dealership to perform the repair. Barnes briefly mentioned potentially purchasing a smaller vehicle for administrative purposes or having to pay employees mileage.

For a police vehicle, Little would prefer to look at a Durango with a V6 and get rid of the City’s Tahoe and Crown Vic. He would like to see the purchase made out of the Amendment Fund. Webb believes that selling the Crown Vic without equipment could bring $3,000- $4,000. Those proceeds could then be deposited in the Amendment Fund. Webb verified that he can utilize some of the equipment from the Crown Vic in a different vehicle.

Consensus of the Council was to purchase a Durango with a V6 out of the Amendment Fund.

7. Speed Limit and Stop Sign Consideration

Webb reported that there were 2 vehicle accidents last week on City streets (one of which resulted in minor injuries), as well as others since his employment began. Webb is concerned that the majority of intersections in town are unmarked. Also, the speed limit on most streets is 30 mph. Webb offered a plan for the addition of street signs and diminished speed zones in certain areas. The proposal included changing the speed of Main St. and Sycamore St. to 20 mph all the way through (currently reduced only in the downtown and school zones). He also recommended stop signs on all east and west streets along Sycamore and at the intersection of Walnut St. and Florida Ave. Webb hopes these measures would prove preventative by slowing vehicles down. Due to the level of foot traffic by kids near the pool park area, he recommended stop signs around the pool block. Webb has briefly discussed his proposal with Public Works Superintendent Mick Kendal. They would post new signs on existing light poles.Kern made a motion, seconded by McBeath, to reduce the speed of Main St. from Kansas Ave. to Scott Ave. to 20 mph zone. The motion passed 5-0.

Webb noted that S. Sycamore St. is used a lot by kids after school, is home of the Big Well Museum, and does not have as many drainage bumps on it (to slow vehicles down). The recent injury accident was at
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Sycamore St. and Wisconsin Ave., just north of the Big Well Museum. Webb has received traffic complaints about how fast people drive in either direction on Sycamore. Kern asked if Walnut St. had more drainage dips. Walnut St. is in fact smoother; however, Sycamore is traveled more frequently. Concern was voiced that if the speed on Sycamore was reduced, either my speed limit or stop signs, some drivers may simply start driving down Walnut, only moving the problem. Discussion was had that 20 is a safer speed for residential areas, because it is easier to stop, minimizing injuries and damage if there is an accident. Little suggested 25 mph all over town, with the exception of Main St. at 20 mph, and Kansas Ave. remaining as is. Speed signs would be posted on each street as vehicles exit the highway and at major intersections. Little made a motion to make all residential streets 25 mph speed zones, with the exception of Main St. at 20 mph and Kansas Ave. remaining as is. Seconded by Trummel, the motion passed 5-0. Webb confirmed that Staff will begin educating citizens on the changes through avenues such as social media, the newspaper, and the City’s monthly newsletter. Warnings will initially be issued, with citations only being issued if a driver has been repeatedly warned to slow down.

Little preferred to see how effective the speed limit changes would be before putting up a bunch of stop signs. Webb suggested yield signs as an option, clarifying the right-of-way. Many do not understand who has the right of way or are distracted by cell phones when approaching intersections. Kern would like to review the situation after a year with the new speed limits. Council concurred. Kern would like to see 4-way stops around the pool. Little and McBeath concurred. Little asked about the flashing signs on Main St. Those will remain in place as they establish a school zone. Kern asked about utilizing stop signs with red lights around the exterior on Main St., at the school zone, in hopes of making the stop more obvious to those from out of town. Webb would need to discuss access to electricity for those types of signs with Kendall. McBeath made a motion, seconded by Little, to place 4-way stops at intersections surrounding the swimming pool park. The motion passed 5-0.

G. CITY STAFF REPORTS
Barnes reported to Council on the following topics:

- **Kansas Legislation Update:**
  - **Property Tax:** The Senate moved rapidly last week to introduce, hear, and approve SB 13, a bill requiring a new notice and hearing process as part of local governments’ annual budgeting. The bill passed the Senate 34-1 on Thursday, January 14. It will now have a hearing in the House Taxation Committee Wednesday, January 20. The underlying concept is similar to SB 294/HB 2702 from 2020, which was vetoed by Gov. Kelly. Primarily, if a city intends to collect an additional $.01 in property taxes in its budget, it will have to perform an additional notice and hearing process, increasing transparency for all local government, not just cities and counties. As with the previous bill, the property tax lid for local governments would be removed.
  - **COVID-19 Response:** SB 14 passed the Senate Chambers on Thursday. SB 14 would ratify and continue in existence the state of disaster emergency until March 31, 2021. The bill would also amend the state to extend from 2020 through 2021, a provision prohibiting the Governor from proclaiming a new state of disaster emergency related to COVID-19 without approval by at least six legislative members of the State Finance Council. Additionally, the bill extends cities liability protection until March 31. HB 2048 is similar to SB 14 but not identical. Extensions for the Emergency Disaster last until March 5, 2021 and the liability protections last until December 31, 2021. SB 14 has been scheduled for a hearing in House Judiciary at 3:30 on Tuesday, January 19.

- **Haviland Broadband Fiber Expansion:** Haviland Broadband is continuing installation of fiber lines in the community, this time along Illinois Ave., behind Quick Pick, Turquoise Ranch, and the Baptist Church.
- **2020 Audit:** Reps from Kennedy Mckee will be here the week of February 1st to begin work on
the 2020 audit. This is much earlier than usual and will be helpful to have this completed before we begin the 2022 budget process.

- **Airport Property Tax**: An application with the State Board of Tax Appeals was filed, requesting that the airport property be exempted from ad valorem taxation. The application was approved, and exemption is back dated to April 25, 2019 when the airport first opened. Exemption will continue as long as the airport continues to be used for exempt purposes.

- **Pet Registration Clinic**: The City’s annual pet vaccination and registration clinic with Greensburg Veterinary Clinic has been scheduled for Thursday, February 25th, 10am-3pm. The clinic is open to anyone, but they are requiring pre-registration for those not already a client. Citizens are asked to call the Dodge City Vet Clinic at 620-227-8651 to pre-register. This year they are also asking clients to wait in their cars. A staff member will come out when they are ready to avoid congregating inside the building. City Staff will also be at the clinic to issue city pet registrations.

- **Public Works Maintenance Worker**: An ad has been placed in the Merchant’s Directory, Kiowa County Signal, and the City website and Facebook pages for a Public Works Maintenance Worker.

- **Recent Staff activities**: Taking down Christmas lights/decorations, installing new tourism wayfinding signage along Highway 54, monthly meter reading, entering readings into our system and preparing billing, end of year financial and tax reporting, preparing 2020 documents for the annual audit.

- **Senator Marshall’s Office**: A representative of Senator Roger Marshall’s office is touring cities that were not part of “The Big First” District. She will be at City Hall Thursday at 3 p.m. Barnes would be happy to pass along any feedback Council may have.

- **Trash Pickup**: Trash will be picked up Thursday this week, due to the Martin Luther King holiday. Recycling will be picked up for customers residing on the east side of Main.

Chief Webb updated Council on the following topics:

- **2020 Stats**: Stats for 2020 were provided in the meeting packet. Items of interest include 1,518 traffic stops, resulting in 1,012 citations. Of the remaining 484 calls for service, 350 were dispatched through the Sheriff’s Office, 69 were initiated by citizens either in person or by calling the Police Department directly. 71 adults were arrested and booked into the Kiowa County Detention Center.

- **New Officer**: Officer Corey Erickson has been performing field training with Webb. He has been driving and making traffic stops under supervision. Erickson’s start date for Kansas Law Enforcement Training has been move up to Monday. He will graduate April 30th and have 1 month of field training before being out on his own.

- **EMT Class**: Webb has started his EMT program in Larned, which takes place every Monday evening and every other Thursday evening, along with one Saturday a month. Class runs through June 28th. Webb will take the National Board Exam after that.

- **Sheriff’s Office**: Webb has met with Sheriff Lothman and Undersheriff Parkin this past week and looks forward to working with them. Webb has discussed the use of Digiticket with Lothman. They will be visiting more in-depth about deployment of the program in the coming weeks.

H. GOVERNING BODY COMMENTS
There were no additional comments from the Governing Body.

I. EXECUTIVE SESSION — In accordance with K.S.A. 75-4319(b) for personnel matters of non-elected personnel. 10 minutes
Kern made a motion to go into Executive Session for non-elected personnel, for 10 minutes, until 7:40 p.m. McBeath seconded. The motion passed 5-0. Council returned to open session at 7:40. Little made a motion to go back into Executive Session for non-elected personnel for 10 minutes, until 7:50 p.m.
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Trummel seconded, and the motion passed 5-0. Council returned to open session at 7:50 p.m. with no action taken.

J. ADJOURNMENT
With nothing further to discuss, Christenson declared the meeting adjourned at 7:53 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk