A) CALL TO ORDER
Mayor Matt Christenson called the August 16, 2021 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) ROLL CALL & APPROVAL OF THE AGENDA

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

D) CITIZEN COMMENTS
There were no comments submitted in advance and none from those in attendance.

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

F) ITEMS OF BUSINESS
1. 2022 City of Greensburg Budget Public Hearing
Christenson opened the meeting to public comment on the published budget for 2022. There were no comments from those in attendance, and no comments were received in advance. Christenson closed the public meeting portion. Reves made a motion, seconded by Trummel, to approve the 2022 budget as published. The motion passed 4-0.

2. 2020 Audit Report – Jim Kennedy with Kennedy McKee and Company
Jim Kennedy, Kennedy McKee and Company, presented the City’s 2020 Audit Report. There were no significant findings, and everything was consistent with years past. Two material misstatements were detected during the audit. These were corrected by management. In addition, a number of other entries were made, to reclassify transactions to facilitate proper reporting and make small corrections to account balances.

Kennedy went over the “Summary Statement of Receipts, Expenditures and Unencumbered Cash Regulatory Basis.” Ending cash balance, including the Greensburg Housing Authority, was $4,784,219. Kennedy gave a summary of the “Notes to The Financial Statement.” Within that statement were ending balances for the City’s current bonds. At the end of the year, the balance on the Series 2012 General Obligation Bond (Water Treatment Plant) was $3,993,598 and the balance on the Series 2019 Refunding Revenue Bond (Big Well Museum) was $715,000. Kennedy then went through specifics of the financial findings for the budgeted and non-budgeted funds. One of the largest changes was a decrease in receipts and expenditures at the Big Well, due to the COVID-19 shutdown. The Incubator Fund nearly broke even, with $148,338 remaining in unencumbered cash at the end of the year. Within the utility funds, receipts and expenditures were similar to previous years. Kennedy cautioned Council to keep an eye on the Water Fund and Sewage Disposal Fund specifically. His recommendation was to review rates
on both funds and also consider reducing transfers to the General Fund. With a question from Reves on transfers, Kennedy explained that, for reporting purposes, transfers from utility funds to the General Fund are considered expenditures.

3. **Consider Agreement with Lochner for Airport Utilities Design, Engineering and Bidding Services**
   A proposal from Lochner for Airport Utilities Design, Engineering and Bidding Services was provided in the meeting packet. Barnes went through the breakdown of the $36,800 total cost. Previously the Insurance Fund was earmarked for Airport Development. The current cash balance of that fund is $664,274.81. Barnes believes that the City committing more personal investment to the development will look favorable on future grant applications.

Reves asked for additional understanding of the bid. Lochner will design, plan, and help implement the installation of water, sewer, and electric utilities. Trummel asked if the cost to Lochner was in full, or if there was potential for additional costs. The cost is in full for this particular project. Christenson noted a discrepancy between the reported cash balance of the Insurance Fund and what is shown in the audit report. Staff noted the same and will be taking a closer look at the audit report.

Reves made a motion to approve the proposed agreement with Lochner for airport utilities design, engineering and bidding services. Trummel seconded the motion. Christenson clarified with Council that the Tornado Insurance Fund was still the intended funding source. Reves motion passed 4-0.

Tony Sturgeon, who was in the audience, thanked Council for an agreeable contract. Farmer’s Spraying is waiting on water service to proceed with its planned development, but will need electric available to be in full service. Sturgeon asked if the agreement provided an estimated time frame for services to be available. Barnes anticipates access will be available Spring 2022.

4. **South Central Community Foundation Grant Application Approval**
   Barnes advised that a group of local citizens, including Mayor Christenson and Travis Barnes, has expressed interest in installing concrete tee boxes at the City’s disk golf course. There is a grant available through South Central Community Foundation to cover the cost of the project. T. Barnes and Christenson have been gathering materials quotes, but request that the City be the grant applicant (must be a government or non-profit organization). Installation labor will be volunteer. Kern made a motion to allow Staff to submit the grant application and distribute funds if it is awarded. Reves seconded, and the motion passed 4-0.

5. **Animal Control/Code Enforcement Partnership Agreement with City of Haviland**
   Barnes has continued conversation with Mayor Stokes of Haviland regarding a possible animal control/code enforcement partnership agreement. Provided in the meeting packet was an estimate of payroll expenses that would be incurred by City of Haviland and a rough estimate of Greensburg’s contribution in mileage and vehicle maintenance. The current yearly agreement cost is $6,600. Barnes reiterated that this would be a City of Haviland employee. Haviland City Council is in agreement with the current terms.

Reves asked about the amount of animal at large issues the City currently has. Webb stated that he has receive a number of complaints on cats, particularly on the east side of town, but that the City is not licensed to deal with the complaints. The Police Department would continue to respond to dog at large complaints. Haviland has its own dog facility as well. Little asked what it costs to get licensed for cats. Barnes stated that it is a couple hundred dollars per year, but that there would also be the cost to
establish and maintain a facility. Webb clarified that housing for cats must be climate controlled. The facility must be separate from the dog enclosures. Webb believes the state licensing for the dog facility is $375/yr. The City must also provide veterinary care for any animals they detain. Trummel and Reves believe that Greensburg would still carry the majority of the agreement expense, and suggested a facility could be set up and maintained for less than the proposed agreement. Staff was asked about the Temporary Big Well building. Barnes stated that the building is currently being used for Public Works storage. Christenson asked if Council would be open to a part-time position to help with animal control. Little stated that he was not in favor of hiring additional staff. Trummel voiced that he was not in favor of the proposed agreement.

Consensus was to not move forward with the proposed agreement. Staff was asked to come back to Council at a later date with information on establishing a cat facility.

6. Consider Police Vehicle Purchase and Sale of Charger
Webb advised Council that the 2016 Police Charger has been in the shop multiple times through the months of July and August, with the primary issue being that it is overheating. The vehicle has been placed out of service. Nearly $1,800 has been expended in parts thus far. Approximately $1,000 in additional parts are on order from Dodge. City Mechanic Danny Trent can’t guarantee these parts will fix the issue or that another issue will not arise. Webb still does not have a solid date on delivery of the 2021 Durango. Dodge reports that the vehicle has not yet been built. Davis-Moore currently has 3 patrol vehicles on its lot. Quotes on available vehicles were provided in the packet. They have advised Webb that next year state contract pricing will increase. The Police Equipment Reserve Fund currently has a balance of $4,829.03 and the general Equipment Reserve Fund has a balance of $101,428.53. Currently officers are sharing the 2011 Crown Vic. Webb voiced concern that, being used daily for patrol, the aging vehicle could also develop mechanical issues. Considering that the Charger has 128,00 miles on it, it was purchased for $7,000 from the Sheriff’s Office, and the amount of money that has recently been expended on it, Webb asked Council to consider purchasing a new vehicle from the Davis-Moore lot, in addition to the Durango that is on order. Webb recommended the 2020 Ram 1500 SSV. Some equipment could be moved over from the Charger, but there will need to be some vehicle specific equipment ordered. Webb pointed out that the Ram would be more versatile and could later be passed on to Public Works. He recommended Council sell the Charger as and cancel the parts that are currently on order. All the additional equipment needed for the Durango is here, because it was originally to be delivered in May. When asked if the Durango equipment could be returned, Webb advised that he would have to work with Ray Stegman (who ordered the equipment and was to perform the installation) to see what could be returned. The City would have to pay shipping and possibly restocking fees.

Trummel stated he would be in favor of cancelling the Durango order and sending the equipment back, but would vote no to the purchase of 2 new vehicles. Little asked how much it would cost to outfit the City’s Tahoe. Webb responded that Trent has advised against using the Tahoe as it is a hybrid vehicle (not a police issue) with over 100,000 miles. Webb clarified that the Crown Vic would continue to be used by part-time staff.

Emphasizing the need for reliable Police vehicles, Webb went over the increase in revenues collected by court in fines and amendments from 2019 to present. Christenson noted that the audit presented earlier in the meeting showed that Court fines saved the general fund, since the transfer from Electric to General Fund was not carried out. Webb offered that once the Amendment Fund is replenished, Council could authorize a transfer to replenish the Equipment Reserve.
Kern stated that Webb has thus far been able to justify purchase requests and has not been frivolous. The funds for purchasing both vehicles are currently available. Reasoning that the department needs to have vehicles to do what they are being asked to do, she was in favor of purchasing the Ram and Durango.

Little discussed canceling the purchase of the Durango, keeping the equipment, and re-ordering next year, if funds are available. Webb was advised by Davis-Moore that, due to production delays, Dodge is currently not opening orders for 2022. They have also been advised of increased vehicle prices next year. Some of the equipment necessary is vehicle specific and may not fit the next model year.

Little voiced concerned about possibly being required to pay a dispatching contract next year. Webb advised that there is a good working relationship between the Police Department and Sheriff’s Office, with regular meetings between department heads. Nothing has been mentioned about a future contract. Also, according to the MOU between the City and County, any requests would have to come before an approved budget; therefore, there cannot be a dispatch contract required for 2022.

There was discussion on selling or trading the Charger. If sold, sealed bids would be taken either locally or it could be sold on Purple Wave. Webb has had a local citizen enquire about purchasing the vehicle. He would have to check with Davis-Moore about what they would offer for a trade-in. Knowing that there is a delay in the delivery of the Durango, and that there is a Council Meeting tonight, Davis-Moore is holding the Dodge Ram until tomorrow. In order to trade, Stegman would need time to remove equipment from the Charger.

Kern made a motion to approve the purchase of the 2020 Dodge Ram. That motion died for lack of a second. Trummel made a motion to cancel the Durango order and purchase the Dodge Ram. Little seconded the motion. Christenson asked about a time frame on equipping the vehicle. Stegman has advised he would make it a priority. Necessary equipment that is available would be installed to get it on the road. Additional items could be added as they come in. Discussion was had on whether to add selling the Charger to the motion, and whether or not to place a minimum trade value in the motion. Council decided instead to instruct Staff to explore options for disposal of the Charger. The motion to cancel the Durango order and purchase the 2020 Dodge Ram from Davis-Moore was then passed 3-1 (Kern).

G) CITY STAFF REPORTS
Barnes reported to Council on the following topics:
- **2020 Census Info**: Last week, the 2020 Census data was released. Greensburg’s population was counted at 740. Looking at utility customers, Barnes does not believe this is an accurate count. One change in data collection this census was how college students were counted. In 2020 they were counted where they were attending school on April 1. Also, the count was done during a pandemic that involved shut-downs. Census data reports can be found at [https://ipsr.ku.edu/ksdata/ksah/population/](https://ipsr.ku.edu/ksdata/ksah/population/)
- **Lt. Governor/Secretary of Commerce Visit**: Last Thursday, Staff was honored to have a visit to the Big Well Museum by Lt. Governor/Secretary of Commerce David Toland. It was his first time to visit the Big Well. Staff enjoyed sharing our history and things happening in the community now.
- **Bus Loading Zone**: Last week the school repainted the yellow bus zone areas at the school. Staff received a question from the public regarding who has the authority to set school zones. Section 94 of the Standard Traffic Ordinance gives the Chief of Police the ability to approve school zones and place signs accordingly. Chief Webb and the Public Works Department will be placing bus loading zone signs in this area to enhance safety for students.
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- **KPP 2020 Electric Financial Scorecard:** Since the 2020 audit has been completed, Barnes will be providing additional information to KPP, who is to preparing the 2020 financial scorecard for the electric utility.
- **Solar Research Project Update:** Today Barnes and Christenson had a zoom meeting with Professors from K-State regarding beginning a solar feasibility study research project, which they received a National Science Foundation grant to perform. Staff will provide information regarding the City's electric utility. The group is developing a survey to go out to residents and businesses later this fall.
- **LEAD Program at school:** Chief Webb is working with USD 422 to implement the LEAD (Law Enforcement Against Drugs) program. This program was formerly known as D.A.R.E.
- **City Staff** has been working on electric system repairs, water leak repairs, street repair, mowing, and meter reading.

Reves mentioned that in the past Council held an annual planning meeting. She would like to schedule one in the near future. Barnes has been considering such a meeting, but potentially waiting until after the first of the year (when those elected in November are brought onto the Council). Barnes welcomed Council to her office any time to ask questions or to discuss issues they feel need to be addressed.

Trummel asked if Farmer’s Spraying would maintain the three acres contained in their lease. Barnes clarified that was a condition of the lease. Trummel then asked when the last time the northwest corner of the airport property was mowed. Barnes stated that she would have to inquire about that. Reves asked if there was any specific landscape care that needed to be done to the runway. Barnes is not aware of any.

**H) GOVERNING BODY COMMENTS**

Little asked where Staff was at in addressing vacant properties. When asked what properties he was referring to, Little specified the basement located at Oak and Iowa. He stated that the sub-floor that has been covering the basement is rotting and becoming a hazard. Barnes will address the issue with the property owner.

Little went on to ask about the trimming of trees on Cherry Street. He explained that there is approximately one block of trees, in City easement, that are grown up into the power lines. It was clarified that the City can trim limbs that are in the lines. Little believes this job may be larger than the Electric crew should be handling. Reves stated that from time to time, in years past, the City has hired out large tree trimming jobs. Barnes will discuss the situation with Public Works Superintendent Mick Kendall.

Little advised that the drainage grate at Olive and Grant will need to be cleared of debris, following the large rain early this morning.

Trummel asked about the survey that is to be done at the Industrial Park. Little suggested that another company be contacted. Trummel believes that moving the prospective spec building project across the street would solve the issue.

Kern has heard many nice comments about the National Night Out event, hosted by the Police Department. Kern said she saw lots of new faces and the event had great community partnerships.
Christenson advised that Staff had received an album of photos from the widow of a law enforcement officer who responded as mutual aid during the 2007 disaster. The album will be available for public viewing at the Big Well Museum.

I) ADJOURNMENT
With nothing further to discuss, Christenson declared the meeting adjourned at 7:33 p.m.

Matt Christenson, Mayor

Christy Pyatt, City Clerk