

May 19, 2008
5:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, May 19, 2008 at 5:15 p.m. in the City Hall Commission Room.

Mayor Lentz called the meeting to order and the prayer was given by Pastor Alice Purvis of the United Methodist Church.

Present: Mayor Lentz, Commissioners Krug, Forkenbrock, Davies and Luscombe.

Three executive sessions were added to the agenda. Motion by Commissioner Davies to approve the agenda as amended. Seconded by Commissioner Luscombe. All aye.

Motion by Commissioner Davies to approve the minutes of the May 5, 2008 regular meeting. Seconded by Commissioner Luscombe. All aye.

Motion by Commissioner Davies to approve Appropriation Ordinance #2973 (payroll) \$30,033.44. Seconded by Commissioner Luscombe. All aye.

Motion by Commissioner Davies to approve Appropriation Ordinance #2974 (Disbursements) \$101,760.90. Seconded by Commissioner Luscombe. All aye.

Oath of Office for Commissioner of Streets and Utilities

City Clerk, Candy Schmitt administered the oath of office to Paul Luscombe as Commissioner of Streets and Utilities.

Report on NEK Enterprise Facilitation

Mr. Satter was unable to attend the meeting and will come to a meeting in the future.

Request for work on the ditch in front of 321 East 7th Street residence

Mr. Blunt was not present for this discussion.

Discussion of Water Department

Kevin Stirton was present to inform the Commission that he understood the water plant operator was short a vehicle and was unable to perform some of her duties because of it. Mr. Stirton advised he had a truck that he would donate along with a tool box and hydrant wrench to the City on the condition that it be used by the water plant operator. He also had noticed that the summer help was mowing the water plant when in the past the plant operator would mow the plant so that the summer mowers could be used elsewhere. It was brought up that when the alarm sounds for the water plant it calls the newest employee first then the 2nd newest employee then the dispatcher and then the water plant operator. It was decided that the water plant operator should be called first since they have to approve any overtime and then they can call out whoever they deem necessary.

Mr. Stirton pointed out that in the last 10 years that the current water plant operator has been operating the plant there has been a high turn over in employees in that department.

Discussion of Bobcat Lease

The lease for a new Bobcat skid steer loader for one year will be \$2,286. The amount of hours allowed was increased to 300 hours. Motion by Commissioner Luscombe to approve the lease of the skid steer loader from White Star Machinery. Seconded by Commissioner Davies. All aye.

Approval of Payment Request for Meadows Construction on Central Avenue Project

A payment request from Meadows Construction was received in the amount of \$235,911.08. Motion by Commissioner Forkenbrock to approve the payment request. Seconded by Commissioner Luscombe. All aye. \$29,126.19 has been set aside as a 5% retainage.

Library Appointment

Mayor Lentz appointed Megan Seymour to fill Rita Boller's unexpired term on the Library Board. The Commission agreed to the appointment.

City Administrator's Agenda

Request from Lion's Club for funds for fireworks—Motion by Commissioner Forkenbrock to support the local fireworks display in the amount of \$500 and that it be a matching contribution for funds from the Lion's Club. Seconded by Commissioner Krug. All aye.

Discuss Group Health Insurance—Mr. Henry reported that the projected premium increase for Blue Cross Blue Shield will be 10-12%. The employees are filling out health profiles to try to decrease this trend. Mr. Henry will send out bid documents to other companies requesting different options for health insurance. The Commission requested that employee input be sought.

Casualty Insurance—EMC is reviewing the amount of risk involved in the operations of the city and will be making recommendations. Some of the items have already been taken care of. The City did receive a check in the amount of \$14,599 as a safety dividend check, which is an increase from the \$9,000 received last year.

Building Insurance Coverage—The insurance company is looking at the structures owned by the City to determine if they are underinsured.

KDHE Inspections—The City was informed that they can not drain the pool into Mission Creek without a point source permit. When a new pool is built it will need to be routed into the sewer system. KDHE was impressed with the progress at the sanitation plant. However, changes will occur in the 2013 regulations for wastewater plants and the city's plant will not meet these regulations. New NPDES has been issued for the electric plant and this will require some new record keeping procedures.

Annual Audit—Mr. Henry reported that during the annual audit one of the auditors suggested that the personnel files need to be segregated. The benefit records, disciplinary records and medical records should be maintained separately. Mr. Henry would like to purchase 3 lateral file cabinets for this purpose. They would be locked and fireproof. Commissioner Davies advised he had information on pricing for Hon cabinets.

Blue Building—The results of the testing have been sent to Monty Prescott at BG Consultants.

Central Avenue Project—Mr. Henry reported that the monitoring of the grant was performed with no deficiencies. The Commission would like the sidewalks to be a priority and requested that Mr. Henry check on the financing of this part of the project.

Budget Meetings—The budget will be ready for review in June.

Hospital Correspondence—A letter was sent to the Hospital. The City Attorney advised that if they choose a bi-lateral consensual annexation then all that is required to start the process is a letter requesting the

annexation. A redevelopment plan is required for TIF. The City Attorney advised that it is usually up to the company to gather the information for TIF and present to the City. The Commission asked that he notify Dale White.

The Commission directed Mr. Henry to set a meeting with Rod Gerdes of Brown-Atchison Electric to begin discussions about the territorial issues for the electric service to the new hospital.

Energy Risks—Mr. Henry advised the Commission on the activities taking place in the area of electricity. He noted that the City needs to stay with GRDA as long as possible.

Energy Conservation—The City will be encouraging citizens to use a conservation plan for their energy usage. A new rate structure will more than likely be required which would charge more for the high users.

The temporary notes for the Mission Lake Project will need to be refinanced in June.

Commissioner's Agenda

Commissioner Krug

Commissioner Krug wanted to thank Connie Werner and Ellen Demaray for cleaning up around the Little Lake.

Commissioner Forkenbrock

Commissioner Forkenbrock would like to meet with the insurance people to clarify whether event insurance is necessary or whether the city's insurance can cover the events that are held on city property. Mr. Henry suggested that the people holding the event put up a deposit in the amount of the City's deductible and if nothing goes wrong the deposit would be returned to them. This is to be put on the agenda at the next meeting.

Commissioner Davies

The City received a donation of \$10,000 from Judy Phillips for the trees around the cemetery and the cost of watering them. This donation was in memory of her mother Ethel Meerpohl.

Commissioner Davies has someone who is interested in donating to have metal archways with the cemetery name on them for each entrance into the cemetery. He will have a design prepared.

The Bike Across Kansas event will be held in June and they will stop for the night in Horton. There will be approximately 800 people.

The pool renovations are completed and the crews did a good job.

The fire hydrants will be painted by the Boy Scouts.

Commissioner Luscombe

No report.

Mayor Tim Lentz

Mayor Lentz inquired about the water line being moved from Pat Rodvelt's property to Tommie Stirton's. Mr. Henry advised it will be done in the next 2 weeks. An easement is still needed from Tommie Stirton.

Mayor Lentz commended the mowers at the cemetery.

The City cell phone will be given to Rex West.

Rex West advised the Commission that Marvin Stone wants the alley by his residence rocked because he has parked an RV in that area and cannot get in and out because it is not a maintained alley. The cost to rock this alley would be \$900-\$1,300 for the materials and a manhole would need to be raised as well. The Commission advised that Mr. Stone would need to bring his request and proposal to the Commission.

Mr. West informed the Commission that he felt the pipe at the sewer plant that was replaced with plastic pipe should be cast iron.

There is a moisture problem in the basement of the Library and the walls need to be waterproofed.

Mayor Lentz advised that the mileage for employees was excessive and he would like them to use a city vehicle unless one was not available.

United Bank of Kansas requested permission to close the alley on May 30 or 31 for a customer appreciation event. The Commission agreed to allow the alley to be closed.

Commissioner Forkenbrock directed that bids be solicited from local shops for putting the patrol car on a scope to determine if there are any problems.

Motion by Commissioner Forkenbrock to go into executive session for 15 minutes to discuss non-elected personnel to include the Commission and City Attorney. Seconded by Commissioner Krug. All aye. Motion by Commissioner Davies to extend the executive session for 10 minutes to discuss non-elected personnel to include the Commission and City Attorney. Seconded by Commissioner Forkenbrock. All aye. Upon reconvening, Mayor Lentz stated that no action was taken.

Motion by Commissioner Forkenbrock to go into executive session for 15 minutes to discuss non-elected personnel to include the Commission, City Attorney and Chief of Police Luzier. Seconded by Commissioner Luscombe. All aye. Upon reconvening, a motion was made by Commissioner Forkenbrock that Chief Luzier has supervisory authority over the dispatch department and in his absence the Assistant Chief assumes that authority and that Chief Luzier can hire and fire in the Police department and Dispatch department and is answerable to the Commission. Seconded by Commissioner Davies. All aye.

The Commission adjourned.

Candy Schmitt, City Clerk

Tim Lentz, Mayor