

**Regular Meeting
November 1, 2022
6:00 p.m.**

The Herington City Commission met on the above date and time in the city commission chambers at city hall. In attendance were Mayor Eric Gares, Commissioner Vance Donahue, Commissioner Debi Urbanek, Commissioner Robbin Bell, Commissioner Ben Castleberry, City Manager Branden Dross, City Attorney Brad Jantz, City Clerk Megan Lawrenz, Deputy Clerk Chanda Wilson, Larry Mann, Gabriele Simmons, Paul Ryan, Carl Urbanek, Cynthia Naylor and Kat Souza.

The meeting opened with the pledge of allegiance.

Mayor Gares called the meeting to order.

Public Forum – Dan McDonald – N D St – Coca Cola Mural Recognition. Kat Souza - 1111 N D – Herington Housing Authority Recent Events.

Additional Agenda Items – None.

Approval of Agenda – Commissioner Bell made a motion to approve the agenda, seconded by Commissioner Donahue. Motion carried 5-0.

Consent Agenda – Regular City Commission Meeting Minutes October 18, 2022. Commissioner Donahue made a motion to approve the consent agenda, seconded by Commissioner Castleberry. Motion carried 5-0.

Police Update – Officer Allen is still at academy, excelling academically. In possession of Ford Explorer. Need to replace radio, as it was password protected. Using handheld in the car currently. Unit 4 had the new engine installed, for zero cost to the city. There were 288 calls for service, with 66 traffic stops, 2 felony arrests and one misdemeanor arrest.

Fire Update – Mayor Gares asked that firepit reminders be posted to Facebook. HRU may be designated as a drop point with the FAA for filling, for fire service. Our runway is 500ft too short, working with the FAA to get limited use. The dozer was discussed for the Woodbine fire; however, we do not have trailer capabilities for it. Also looking for a truck that can pull the dozer. There were 21 calls for service, including 11 medical assists/assist EMS, 1 accident with injury, 3 motor vehicle accidents with injuries, 1 carbon monoxide incident, 1 unauthorized burning, 2 other type of incident and 2 grass fires. Training topics were car fire training and an extrication class in Salina. Job posted for full-time position, and there is an interview scheduled for tomorrow. Dept/Equipment update – New SCBA compressor delivered and is operational. Received the rest of the equipment from the KSFFS Grant. Gear has been ordered for the OKSFM grant funds. It is still really dry out, please use caution. And congratulated the Herington Police Department for a job well done by two officers on a serious MVA.

Neighborhood Services Update – There were roughly 6 complaints and 45 inspections since the October 4th Commission Meeting. There were 12 grass inspections, with 5 violations notices, 5 cut orders and 8 yards mowed by the city. There were 2 violations for no electrical service and water, posted both structures no occupancy. There were 5 building inspections, 7 electrical permits with 10 inspections, no mechanical permits, or inspections, 4 plumbing permits with 2 inspections and no fence permits. There were 4 residential electrical inspections to turn on utilities. James is currently working on new permitting forms to be more efficient with less paper.

Mud Run Discussion with Robert Hood – Robert Hood is the Chief Officer and wants to make some things right with the City. Insurance policy has been paid, and they are making payments on the water. The first payment was \$100. Robert asked that the extra costs that were added to due to the previous Ram Clubs leaders lack of response be forgiven. There was discussion that the city should ask for an event bond in the future if this event were to happen again. Commissioners will consider forgiving the money in the future after

the water bill is paid in full.

Discussion on CDBG Projects – At the league meeting, Branden spoke with Ransom Financial about CDBG grants. Because of phase 2 of the wastewater treatment plant, and the firehouse plans, we need to decide if we want to continue looking at the grant for childcare because we could lose points on the wastewater treatment plant application. The city can only have two CDBG grants going at the same time. Branden anticipates the comp plan will be finished in January 2023. Gabi Simmons the director of Discovery Child Care said that the Grant is due 2/1/2023, there is no cost to apply. The Daycare will provide the matching funds, KDHE has approved the floor plan, they have an architect in place and a grant writer. Rosemary Saunders – Loan Dept at Ransom Financial, Crystal Hinton- financial department of Ransom Financial were on the phone to answer questions. CDBG Applications are 100-point total – broken down in various categories; need, readiness, what the city has done even though they are not a direct applicant, matching funds, how have we been proactive? Additional 10 points is awarded possibly if we haven't utilized a CDBG grant recently. No financial downside for the city. City would have to administer the funds as a pass through. Commissioners requested an agenda item for discussion and action at the next city commission meeting.

ORDINANCE NO. 1878

AN ORDINANCE AMENDING THE CODE OF THE CITY OF HERINGTON, KANSAS, TO SPECIFICALLY AMEND AND REPLACE, IN ITS ENTIRETY, CHAPTER 7, ARTICLE II, SECTION 7-204 SUPPLEMENTING WATER SYSTEM CONNECTIONS IN ARTICLE II OF CHAPTER 7 TO WATER SUPPLY CONTROL AND SHUT OFF VALVES REQUIREMENTS PURSUANT TO THE CODE OF THE CITY OF HERINGTON, KANSAS WITHIN THE CITY OF HERINGTON, KANSAS CHAPTER 7, ARTICLE II AND REPEALING ANY OTHER CURRENT ORDINANCES, OR PORTIONS THEREOF, IN CONFLICT HEREWITH

Commissioner Bell made a motion to approve Ordinance 1878 and authorize the mayor's signature, seconded by Commissioner Urbanek. Motion carried 4-1, with Commissioner Donahue casting the dissenting vote.

Water Treatment Plant Driveway – Commissioner Bell made a motion to approve the contract to complete 1800 Sq Ft of 8" Concrete Driveway Replacement at the Water Treatment Plant with PP & J Construction not to exceed \$19,000, and authorize the city managers signature, seconded by Commissioner Donahue. Motion carried 5-0.

Common Consumption Areas for CMB Allowance – Discussion was had on where to allow common consumption areas, so that they can allow staff to sign off on CMB applications. Some areas the commissioners would like to be set as common consumption areas are the airport, Main Street, Community Building, Fair Grounds, City Parks, Lakes, Tripp Field. Staff will work to prepare the necessary documents.

Executive Session – Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the: Preliminary discussions relating to the acquisition of real property exception, K.S.A. 75-4319(b)(6) to discuss real estate acquisition, to include the following, the governing body, city manager, city attorney and city clerk with the open meeting to resume at 7:46pm, seconded by Commissioner Bell. Motion carried 5-0. The regular meeting resumed with no action taken.

Executive Session – Mayor Gares made a motion that the Herington City Commission recess into Executive Session, pursuant to the: Personnel matters of non-elected personnel exception, K.S.A. 75-4319(b)(1) to discuss the City Manager to include the following, the governing body, city manager and option to call the city attorney if needed, with the open meeting to resume at 7:51, seconded by Commissioner Bell. Motion carried 5-0. The regular meeting resumed with no action taken.

City Manager Comments – Woodbine water contract signed this week, effective 1/1 there will be a 3.6 % increase, there will be discussion at year 3 and 5. Grant app turned in this week for the housing tax credit application. Accepted award for USDOT grant in Osawatomie. Procurement policy drafted, Megan to review

first before passing on to the commissions. Next Tuesday GO VOTE.

City Commission Comments –

Commissioner Bell – Got a report that a child fell in a hole at Tripp field staff will investigate it. Commissioner Bell has an idea for Safe walk to school, taking C street from county and working with school district, county would give us the land if we have a plan to use it.

Commissioner Castleberry – Wondered how much of C street. Be proactive, not reactive.

Commissioner Urbanek - Nothing.

Commissioner Donahue – Push forward on the Comp plan, would like to see it finished before his term expires.

Mayor Gares – VFW soup supper 11/11 at VFW. Complaints about vendor fees and permitting fees, thinks there may need to be an amendment.

Adjourn – Commissioner Donahue made a motion to adjourn, seconded by Commissioner Castleberry. Motion carried 5-0.

Megan Lawrenz, City Clerk