**Regular Meeting**

**March 16, 2021**

**5:30 p.m.**

The Board of City Commissioners of the City of Herington, Kansas met at City Hall at 5:30 p.m. on the above date – the following being present: Mayor Debi Urbanek, Commissioner Robbin Bell, Commissioner Vance Donahue II, Commissioner Ben Castleberry, City Attorney Brad Jantz, City Clerk Megan Lawrenz and Deputy Clerk Kathy Matkins. City Manager Branden Dross-absent.

The meeting opened with the Pledge of Allegiance. Mayor Urbanek called the meeting to order. A motion was made by Commissioner Bell, seconded by Commissioner Castleberry to approve the Minutes of the Regular Meeting March 2, 2021. Motion carried with all voting “Aye.”

Public Forum Items – There was not any Public Forum items, however, Mayor Urbanek acknowledged receipt of a letter referencing Economic Development.

Additional Agenda Items – There was not any Additional Agenda Items.

A motion was made by Mayor Urbanek, seconded by Commissioner Bell, to approve the Agenda. Motion carried with all voting “Aye.”

Presentation by Students at Herington Middle School – Middle School Students, Koryn Alexander and Morgan Simmons gave a presentation of Herington’s Helping Hands with a Hand- Out. This project would provide food, clothing, and supplies to the Community while teaching responsibility to the students by participating and working together to give to Community Residents when they need help. These supplies would be donations by anyone who could donate to help others. The timeframe to start this project would begin in a few weeks. Mrs. Hawkins Advisory and the shop teacher would build the boxes to house the supplies. Mayor Urbanek thought it was a great idea to give back to the community.

Discuss and Action on City Insurance Carrier for 2021. – There were two representatives present, Doug Smart, the owner of Smart Insurance, and Tandi Reiff, Smart Insurance Agent who gave the insurance presentation. Tandi handed out Insurance packets to the Mayor and City Commissioners for review and discussion. Tandi met with City Manager Branden Dross and provided him a timeline and history of the city insurance. Branden made changes and they were included with the Overview of the Insurance showing 2020 and 2021 Premiums. Tandi will meet with each Department Head to update the city inventory and make changes as needed. Tandi emphasized that EMC specializes in city coverage and does the best in the industry. Tandi shared that each year the city has received a KMU Safety dividend check which amounts to approximately 20% of the premiums. Tandi and Doug went over the line items on the policy and answered questions in response to rates and coverage details. The Linebacker Policy, which is the Board of Directors Policy went up and Doug said this has went up across the board for all policies and companies. Excessive claims have driven the prices up on the Linebacker Policy. Tandi is working on the final details and will report them to City Manager Dross for final review and approval. Tandi and Doug assured the Mayor and Commissioners if any changes were made after the final approval, she could issue EMC endorsements to correct any deficiencies from changes being made. Tandi said she will review and do a yearly inventory of all city policies with each Department Head and the City Manager to ensure changes are being made and kept current insuring only what needs to be insured. A motion was made by Mayor Urbanek, seconded by Commissioner Bell, to approve the city insurance renewal in the amount of $168,733.00 for 2021. Motion carried with all voting “Aye.”

Update on UPTICC Grants – Acting City Manager/City Clerk Megan Lawrenz reported that all $25,000 was designated and given out to seven area businesses to include: Family Resource Exchange, Sweet Creations, and The Checkered Flag each receiving $5,000 and Pikes Auto Body, VFW Post 1281, UB&E Investments, and Young Termite and Pest Control each receiving $2500. These grants are done yearly. The city would like to keep this program going and may need to fund more and fund differently to keep money coming in to fund these grants. Options for continued funding will be discussed in more detail.

Discuss and Action on Appointment of Steven Thompson to Convention Visitor Bureau Board with Term to Expire March 31, 2023. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint Steven Thompson to the Convention Visitor Bureau Board with Term to Expire March 31, 2023. Motion carried with all voting “Aye.”

Discuss and Action on Appointment of John Thissen to Library Board with Term to Expire March 31, 2025. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint John Thissen to the Library Board with Term to Expire March 31, 2025. Motion carried with all voting “Aye.”

Discuss and Action on Appointment of Marcus Hawkes to the Convention Visitor Bureau Board with Term to Expire May 31, 2023. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint Marcus Hawkes to Convention Visitor Bureau Board with Term to Expire May 31, 2023. Motion carried with all voting “Aye.”

Update on WAPA Bills –City Clerk Megan Lawrenz reported the City of Herington should be receiving $100,000 from KMEA for the extreme cold weather we endured and the storms that were prevalent at this time. The City is waiting to receive the WAPA Bill in April 2021 that should reflect any increased cost of electricity and the City can use this KMEA money to offset the Evergy Bill.

Update on Pool House-Historical Application – City Manager Branden Dross has submitted the Preliminary Site Assessment and waiting on initial approval to move forward. This project could take six to twelve months duration. Commissioner Bell recommended getting the water off the top of the pool roof, cleaning the drains, and removing the tree to keep the water away. As this project progresses, there will be updates provided.

Discuss and Action on Commissioner Appointment to Herington Lake RFQ Panel – It was stated that both Mayor Urbanek and Commissioner Donahue II want to be on this Lake RFQ Panel and City Manager Dross said only one person is needed from the City Governing Body to be on the panel. Branden wants 1 City Representative, 1 City Resident, 1 Business Owner, Chuck Scott, Leo Schlesener, and City Manager Dross to be on this panel for a total of 6 panel members. A Motion was made by Commissioner Castleberry to nominate Commissioner Donahue II, there were no seconds and the Motion failed. A Motion was made by Commissioner Bell to nominate Mayor Urbanek, who originally started work on this project to the panel, there were no seconds and the Motion failed. The appointment of this City Representative will be deferred until the next City Meeting on April 9, 2021.

A motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to recess into Executive Session pursuant to the: Consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception, for potential litigation K.S.A. 75-4319(b)(2). To include the Governing Body, City Attorney, and City Manager by telephone. The open meeting will resume in the City Hall Board Room at 6:26 pm. Motion carried with all voting “Aye.” The Regular Meeting resumed with no action taken.

A motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to adjourn. Motion carried with all voting “Aye.”

Also Present: Steven C. Thompson, Carl Urbanek, Larry Mann, Tandi Reiff, Doug Smart, Keri Alexander, Koryn Alexander, Morgan Simmons, James Simmons and Eric Gares

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Megan Lawrenz, City Clerk