

This is a business meeting of the governing body for the City of Herington. There is no implied or expressed right for persons outside the governing body to speak or voice their opinion unless specifically recognized by the chair.

**Regular Meeting
July 5, 2022
6:00 p.m.**

1. Pledge of Allegiance
2. Call to Order
3. Consider the Minutes of the Special Joint Meeting June 8, 2022, the Regular City Commission Meeting on June 21, 2022 and the Special City Commission Meeting June 28, 2022

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares
4. Public Forum
5. Additional Agenda Items
6. Approval of Agenda

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares
7. Executive Session – I move 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) in order to discuss administrative authority. To include the following persons:
 - o Governing Body
 - o City Manager
 - o City Attorney (if needed)
The open meeting to resume in the City Commission Chamber at _____.

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares
8. Police Department Update
9. Fire Department Update
10. Neighborhood Services Update
11. Introduction of Airport Restaurant Partner

12. Discuss and Action to Reappoint Toby Osburn to the Herington Recreation Commission Term to Expire 7/31/2026

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

13. Discussion from Ricky Dalton and Alicia Weber on Tripp Field

14. Presentation of the Mud Run Event by the Kansas Ram Club

15. Discuss and Action on Special Event Permit to sell cereal malt beverage for consumption at Tripp Field on July 23 from 10:00 am to July 24th at 6:00 pm.

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

16. Update on the Hilltop Auditorium

17. Executive Session – Consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception K.S.A. 75-4319(b)(2) in order to discuss litigation. To include the following persons:

- Governing Body
- City Manager
- City Attorney
- City Clerk

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The open meeting to resume in the City Commission Chamber at _____.

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

18. City Manager Comments

19. City Commission Comments

20. Adjourn

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Bell, Commissioner Urbanek,
Commissioner Donahue, Mayor Gares

To join the City Commission meetings from your computer, tablet, or smartphone, go to:
<https://www.youtube.com/channel/UBbvSBw614w85XQHSX0S1BXg>
Public Forum Comments can be dropped in the deposit box or email to
cityoffice@cityofherington.com

Special Meeting with the USD487 Board of Education and Herington Recreation Commission
June 8, 2022
6:30 p.m.

The meeting opened with the Pledge of Allegiance.

Call to Order – Mayor Eric Gares called the meeting to order for the Herington City Commission. President Mark Wendt called the meeting to order for USD 487, moved and seconded to approve the agenda, all in favor 6-0. Josh Lawrenz called the meeting to order for the Rec Commission, seconded by Shelly Langhofer, motion carried 5-0.

Appointed Recreation Commission Representatives – The school board recognized being involved in the appointment of Rec Commission Representatives, to try and streamline how the city is involved with appointing representatives. School board asked for two months' notice on opening positions to find applicants.

City and USD 487 responsibility to the Recreation Commission – The Rec Commission requested that the Rec Director have full authority to designate who can use what facilities and when. Rec Commission and City are working on a completing a new lease. Boards recognize issues with North Field, especially vandalism, asked that the City delegate the police department to more regular checks, and requested that the restrooms be repaired. Kyle Lorson will be the first line of defense for complaints if not resolved, they need to be encouraged to go to a rec commission meeting. School board will contact school appointees to confirm complaints.

Communication to the City Commission and USD 487 from the Recreation Commission – City Commission would like a quarterly update from the Rec Commission. Rec Commission will report quarterly to the school board as well. Consensus between all boards to allow monthly minutes to suffice as an update.

Support Needed from the City and USD 487 to the Recreation Commission – Rec Commission request small maintenance items for example realigning lights or replacing light bulbs. Pothole repair on the roads entering south park facilities. Hole in the crossing bridge at mini train station. Lights at the north park. The Rec Commission receives a lot of help from school staff. He would welcome more feedback. Would like to get a gym at the school for rec use.

Mayor Eric Gares, Mark Wendt, and Josh Lawrenz adjourned the meeting.

Megan Lawrenz, City Clerk

**Regular Meeting
June 21, 2022
6:00 p.m.**

The Herington City Commissioners met on the above date and time in the Commission Chambers at City Hall. In attendance were Mayor Eric Gares, Commissioner Vance Donahue, Commissioner Debi Urbanek, Commissioner Robbin Bell and Commissioner Ben Castleberry. Also in attendance were

The meeting opened with the pledge of allegiance.

Mayor Gares called the meeting to order.

Commissioner Bell made a motion to approve the regular city commission meeting minutes from June 7, 2022, seconded by Commissioner Donahue. Motion carried 5-0.

Public Forum – Billy Alcorn – Ramona, KS. Tax auction.

Additional Agenda Items – Addition of 6a – Update on Policy Regarding Tax Abatement.

Commissioner Donahue made a motion to approve the agenda, with the addition of 6a update on policy regarding tax abatement, seconded by Commissioner Bell. Motion carried 5-0.

6a. Update on Policy Regarding Tax Abatement - According to the City Attorney Brad Jantz, the policy is drafted. Staff is still needing some guidance from the Commissioners. Draft will be sent to the Commissioners for input.

Presentation of the Wastewater Treatment Plant Preliminary Engineering Report for Phase 2 - Todd Anderson SMH Consultants presented the preliminary engineering report for the next phase of the Wastewater Treatment Plant. Looking to get funding through CDBG and KDHE. Department of Commerce will not take grant applications this year. Commissioner Urbanek made a motion to proceed with design aspect, seconded by Commissioner Bell. Motion carried 4-1, with Commissioner Donahue casting the dissenting vote.

Presentation on the Pool Preliminary Engineering Report - Jeff Mills with Earls Engineering presented the preliminary engineering report.

Revisions to the CVB By-Laws – The bylaws were updated to include representation of a senior from USD 487 and reducing board membership from 10 to 9 members. Commissioner Urbanek made a motion to approve the revisions to the CVB bylaws, seconded by Commissioner Donahue. Motion carried 5-0.

Budget Workshop Dates - Commissioner Urbanek made a motion to set the first budget workshop date for July 5, 2022, from 4 to 6pm, seconded by Commissioner Donahue. Motion carried 5-0.

Revenue Neutral Rate Hearing and Budget Hearing Date – Mayor Gares made a motion to set the RNR hearing date and the Budget Hearing Date for August 23, 2022, at 6pm, seconded by Commissioner Castleberry. Motion carried 5-0.

City Manager Comments – Effective June 1, 2022, KMEA is our energy provider. The city received the annual dividend check from EMC for about \$25,000. Dennis Albrecht retired on Friday after 32 years of service to the city. Branden and Commissioner Urbanek attended the first Kansas Association of Trail Towns meeting in Topeka last week. Branden received a scholarship for an upcoming grant writing course.

Commissioner Comments -
Commissioner Bell - none.

Commissioner Castleberry – Wished a happy retirement to Dennis Albrecht. Asked about the status of the mud run, staff is waiting on insurance. Requested the square foot of pool house.

Commissioner Urbanek – Asked for a public update on ANS requirements.

Commissioner Donahue – Wished the community a happy 4th of July. Fair starts on the 8th. New roof on the fair building is being installed now.

Mayor Gares – Asked where staff is on rec commission lease. Asked for an update UPTICC grant, specifically if there is a system in place to confirm that work has been completed.

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

Megan Lawrenz, City Clerk

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**Special Meeting
June 28, 2022
5:30 p.m.**

The Herington City Commissioners met on the above date and time at City Hall in Herington Kansas. With the following being present, Mayor Eric Gares, Commissioner Vance Donahue via phone, Commissioner Urbanek, Commissioner Bell and Commissioner Castleberry. Also in attendance were City Manager Branden Dross, City Attorney Brad Jantz, City Clerk Megan Lawrenz, Deana Lewis, Jimmie Phillips, Larry Mann, Kat Souza and Lori Dornbush.

The meeting opened with the pledge of allegiance.

Mayor Eric Gares called the meeting to order.

Commissioner Urbanek made a motion to approve Richard Idleman's resignation from the Herington Housing Authority Board, seconded by Commissioner Bell. Motion carried 5-0.

Commissioner Urbanek made a motion to approve Linda Herbel's resignation from the Herington Housing Authority Board, seconded by Commissioner Bell. Motion carried 5-0.

Commissioner Donahue made a motion to appoint Kathleen Souza to the Herington Housing Authority Board for an unexpired term to expire 4/30/2025, seconded by Commissioner Bell. Motion carried 5-0.

Commissioner Urbanek made a motion to appoint Lori Dornbusch to the Herington Housing Authority Board for an unexpired term to expire 4/1/2025, seconded by Commissioner Bell. Motion carried 5-0.

Discussion was had by the Herington City Commissioners on expectations and responsibilities of the Herington Housing Authority. The City Commissioners directed the City Manager to ask the Housing Authority Board members to provide an update to the City Commission within the next 60 days.

Mayor Gares made a motion to adjourn, seconded by Commissioner Bell. Motion carried 5-0.

Megan Lawrenz, City Clerk