**City Manager Report**

March 6, 2017

**Week of February 28th – March 6th**

02/28: Investigating some of the properties that are currently in violation of the City Codes. As a community we need to be working hard when we can to help beautify the City. Read and Responded to my emails. Spoke with Commissioner Walter concerning the City Code Book. Commissioner Walter made an appointment with me to review the City Code Book this afternoon. Talked with Mayor Souza concerning the Roadhouse Youth Center. Tracing down property owners that no longer live in the community but allow their rental properties to be run down and violate City Codes and leave the problems caused by their property neglect to be a burden on the Community and City. Neither the Dickinson County Appraiser’s nor the Treasurer’s Offices have the information needed for telecommunications with the property owners that have moved from the city. Read and Responded to my afternoon emails. Investigated code violations in several areas. Spoke with Chief Almes concerning Herington Police Department issues. Spoke to Ashley Hartung of the Tri-County Chamber of Commerce. Advised her of the Grant Writing Classes in March. Reviewed the Work Order Service Log. I removed the completed Work Service and Digging Orders and entered the new Work Service and Digging Orders. Reviewing the City Code Book; Chapter I, Articles 6-8. Gathering other documentation for the City Commission Meeting on March 7th. Preparing for the Land Bank Meeting in City Hall at 4:30 pm. Spoke with Commissioner Walter and downloaded more files on her city Laptop Computer. Attending the meeting of the Herington Land Bank. The Land Bank Meeting concluded at approximately 5:03 pm. Read and Responded to my late afternoon emails. I secured City Hall at approximately 6:40 pm.

03/01: Read and Responded to my emails. Talked with Brad Jantz concerning Legal issues. Dealing with Utility Shutoffs today. There are more than normal. Spoke to David Gehrke concerning the applicants that Jason, Leo and David are going to interview for the open position in Water Distribution. Spoke to Shawn Tiffany of Tiffany Cattle Company. He will be coming in to the office to get three Lease Addendums signed off on and pay the Leases for this time period. Spoke with Denis Yoder, Interim Superintendent of USD 487. We discussed the number of people he would have attending the Grant Writing Classes that are being sponsored by the city. We also discussed other items concerning mutually beneficial issues. Spoke to Ashley Hartung from the Chamber of Commerce concerning City and Chamber issues. Investigated code violations on N. 2nd St., S. B St., W. Walnut St. and N. 2nd St. concerning nuisances and trash on the properties. Read and Responded to my afternoon emails. Spoke to Darrell Geist concerning the number of people he would have attending the Grant Writing Classes that are being sponsored by the city. Spoke to Leo Schlesener concerning the drainage issue that exists on S. G St. He plans to reroute the Storm Water drainage underground. He will review our pipe inventory for the project and we will discuss the feasibility of this project. Spoke to Alan Meisinger of the Herington Municipal Hospital concerning the U.S. Department of Agriculture Loan being processed through the City. We also discussed the number of people he would have attending the Grant Writing Classes that are being sponsored by the city. Spoke with Brad Jantz concerning Legal issues. Reviewing and updating the City Code Book to present to the Commissioners for review during the City Commission Meeting on March 7th. Spoke with Commissioner Hager concerning city issues. Reviewed the Work Order Service Log. I removed the completed Work Service and Digging Orders and entered the new Work Service and Digging Orders. Reviewing pertinent Ordinances to present to the Commissioners for review during the City Commission Meeting on March 7th. I secured City Hall at approximately 05:58 pm.

03/02: Read and Responded to my emails. Went to the Public Works Department for a staff meeting. Spoke with David Gehrke concerning the upcoming interview for the Water Distribution Division of the Public Works Department. Spoke to Buck Driggs concerning another issue the Kansas Department of Health & Environment wants to receive documentation from us before the project can move forward. Talked to Brad Jantz concerning city Legal issues. Spoke to Denis Yoder, Interim Superintendent of USD 487 concerning city issues. Spoke with Mr. Willis concerning his dogs. I told him he would need to talk to the Municipal Judge and then go by what the Judge recommends. Spoke to Theresa Drube concerning the Municipal Court and Herington Police Department issues. Reviewed the Work Order Service Log. I removed the completed Work Service and Digging Orders and entered the new Work Service and Digging Orders. Read and Responded to my afternoon emails. Spoke with Billie Jo Gerisch from the Kansas Public Employee’s Retirement System. She is requesting documentation from us concerning our employee pool. I secured City Hall at approximately 7:02 pm.

03/03: Read and Responded to my emails. Spoke with Dennis Albrecht concerning upgrades to the Sewer Plant. Spoke to David Gehrke concerning Public Works Department issues. Spoke with Jason Alt concerning repairs needed at the Hilltop Community Center due to a water leak inside the building. Spoke to David Gehrke concerning the bids for a Mini Excavator with numerous attachments to be used as the Work Service Order requires and other Public Works Department issues. Spoke with Justin Bayes from Schilling Construction concerning the street projects. He will give the cost and tentative starting date to resurfacing several streets by the first part of next week. I was served a Subpoena to appear in the District Court of Dickinson County in reference to the Bruce Robert Stier Case on March 13th. Read and Responded to my afternoon emails. Had several emails to answer from officials with the Federal, State and County governments. I also received 17 emails from Vendors and local entities. Spoke with Brad Jantz concerning city Legal issues. Spoke with Leo concerning E. Sturgis St. from A St. to the Water Tower. Spoke with Chief Almes concerning Herington Police Department concerning personnel issues. Spoke to Mike Walsh concerning properties that Landlords are not cleaning up after tenants have left the properties. 206 W. Main St. and other properties were discussed. Citizens need to be patient but still call the City concerning properties that tenants or Landlords are leaving trash on for the area citizens to have to deal with. We are going to clean this community up so it is safer for those that live here and looks nice for those are looking at Herington as a possible choice to move their families into. I want to thank those for their efforts who care about Pride in their Community. Those that don’t care how our City is looked upon, prepare to deal with the Citizens and City Government over your lack of concern. We are a growing Community and our Pride in where we live and our children go to school is taking back our City from those that don’t care! Talked with Mayor Souza concerning city issues. Spoke with Alan Meisinger from Herington Municipal Hospital concerning staff. I secured City Hall at approximately 5:19 pm.

03/04: Read and Responded to my emails. Spoke with David Gehrke concerning an automobile accident the snapped a Utility Pole in the area of 901 E. Arnold shutting off the power in the area. Ron Biehler, David Kahle and Lee Floyd were the responding Electric Crew members that responded and Chief Almes and I performed traffic control.

03/05: Temporary power has been restored to 901 E. Arnold at approximately 2:30 am and the automobile has been removed from the scene. Chief Almes and I left the scene by 3:00 am. I went to City Hall to ascertain the owner of Hillbilly Rentals, LLC to contact them later today but was unable to do so and after many calls chasing down the owners with directory assistance, I secured City Hall at approximately 4:38 am.

03/06: Read and Responded to my emails. Spoke with David Carerra concerning the weekend damage caused by an automobile driver at Hillbilly Mobile Home Park on E. Arnold St. He said to contact Jones Electric to do anything the Park is responsible for. I contacted Ron Biehler and let him know what Mr. Carerra said. Spoke with Brad Jantz concerning the City Commission Meeting tomorrow at 6:00 pm. Spoke with Billie Gerisch from the Kansas Public Employee Retirement System concerning our personnel policies. We spent the majority of the morning discussing what KPERS and the City’s needs are concerning employees that retire. We discussed changes coming to the system and what we should expect in the near future. I confirmed with Ms. Gerisch information concerning recent retirements of city personnel. Spoke with David Gehrke concerning the hiring of a new employee in the Water Distribution to fill a vacancy left by the retirement of Bret Beye. Read and Responded to my afternoon emails. Spoke with Gary Floyd concerning use of City Hall for a meeting. Sent the list of Attendees to the Grant Central USA office concerning the Grant Writing Classes scheduled for March 23rd and 24th at City Hall. Spoke with Darrell Geist concerning city issues. Spoke with Alan Meisinger from the Herington Municipal Hospital concerning city issues. Spoke with Brad Jantz concerning city Legal issues. Spoke with Assistant Chief Timmons concerning city issues. Spoke with Collin Wildman concerning his new employment position. Spoke with Buck Driggs concerning the Water and Light Plant Project. He is working to answer more questions from the Kansas Department of Health & Environment. He is very hopeful that this will be the last round of extra questions and requests from both the KDHE and the Kansas Rural Water Association. We are preparing information for the City Commission Meeting tomorrow night. I secured City Hall at approximately 4:08 pm.