

Regular Meeting

February 4, 2020

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 Curtis Hartman, Commissioner Eric Gares, Commissioner Vance Donahue II, City Attorney Brad Jantz, City Clerk Marcus Hawkes and Deputy Clerk Kathy Matkins.

The meeting opened with the Pledge of Allegiance. The meeting was called to order. A motion was made by Commissioner Gares, seconded by Mayor Urbanek to add the word "up" to city manager advertising on salary clarification and to add Rick and Pam Dalton as present at the meeting with the proposed changes in place to consider the Minutes of the Meeting January 21, 2020. Motion carried with Commissioner Bell abstaining and 4 voting "Aye."

There were two signees for Public Forum. Vance Donahue spoke about Park Access with markings and flags at Trapp and Broadway. Everygy had that marked for consideration of adding power lines in this area. Vance concerned about high voltage in residential neighborhoods and covering all bases before implementation takes place. Cynthia Naylor spoke and updated the CVB Bylaws clarifying questions Commissioner Eric Gares had at the prior meeting. She said there is one position open to be filled by a city employee or representative.

A motion was made by Commissioner Bell, seconded by Commissioner Gares to approve the agenda with changes from Mayor Urbanek moving Item 10 to Item 8 in order of presentation and Commissioner Gares change to add 13A amending Code on Sec. 1-104 Meetings, to make changes from Second Edition 2006 to Fourth Edition, reference "Code of Procedure for Kansas Cities." Motion carried with all voting "Aye."

Update of Water Treatment Plant was presented by Buck Driggs of Driggs Design Group. KDHE 50% done reviewing Westech Plan, pricing on pumps to be determined and Pilot Testing will be done in early March 2020 with Buck Driggs needing approval on shop drawings to move forward. A motion was made by Mayor Urbanek, seconded by Commissioner Bell to approve the shop drawings of the Westech Water Treatment Plant. Motion carried with all voting "Aye." Commissioner Bell asked Dennis Albrecht to share and discuss the 1<sup>st</sup> phase to replace the screw press. He wants to order this in the next 30 days. Dennis is waiting to receive written approval from Todd Anderson on the financing side and will report and be put on agenda when this is done.

Discussion was had on Water Discharge Permit for the Water Treatment Plant. Jason Alt said he had a rough draft of the permit and it is called "Pollution Control Permit". He stated we will have to keep this current from this point forward in cases of emergencies that might arise in the future, the City will be covered to handle these situations with this permit in place. A motion was made by Commissioner Gares, seconded by Commissioner Vance Donahue II to accept the permit. Motion carried with all voting "Aye."

Discussion was had to Consider Ordinance Setting Residential and Commercial Sewer Rate Changes (#1824). A motion was made by Commissioner Bell, seconded by Commissioner Gares to approve

Ordinance #1824 Setting Residential and Commercial Sewer Rate Changes. Motion carried with Commissioner Vance Donahue II voting “Nay” and all others voting “Aye”.

Discussion was had regarding Sewer Use Ordinance. It was decided the Ordinance, which was implemented in 2006 needs updated to reflect current KDHE requirements for compliancy. Attorney Brad Jantz will search to find templates and will work with Dennis Albrecht to update the sewer ordinance for presentation to the Commission.

Discuss and Consider Purchase of Storm Siren System. Scott presented two options and recommended Option #1 which includes 4 new sirens, and 5 new decoders on all sirens in the amount of \$62,000. The City would have to provide electric power additionally at a cost of \$2500 - \$3000. This would be funded from The Equipment Reserve Fund. A motion was made by Commissioner Bell, seconded by Mayor Debi Urbanek to approve this purchase. Motion carried with all Voting “Aye”.

Discussion on CDBG Grant for Fire Station with Fire Chief Melcher. Matt and Scott started discussion in May 2019. City did not meet guidelines and timeframes for grant at this time so Scott is starting work on this now proposing a 50/50 match using a Grant Administrator with a cost of \$3000 to prepare grant paperwork. There is a \$500 fee to apply, this will be subtracted if the grant is approved. The City will only pay the \$500 fee if we don't receive the grant. We can do in-kind work on this to save costs as well. Scott needs approval from Governing Body for Grant Administrator to proceed. A motion was made by Commissioner Gares, seconded by Mayor Urbanek to consent and approve Scott to apply for the grant. Motion carried with all voting “Aye”.

Discussion of Trash Billing Ordinance. Concerns were shared with billing procedures and questions were raised whether our current Billing System can Pro-Rate our Bills and how often does multiple billing at one residence occur on a monthly basis? Research and bring information to discuss at another meeting.

Distressed Property Hearing on 5 West Walnut. Mayor Debi Urbanek said Blixt gave a tentative bid of \$68,000 using contracted work. Mayor Urbanek asked them to get a more formal bid. Tri-Rivers hasn't prepared a bid due to their concern for safety. A motion was made by Commissioner Eric Gares, seconded by Mayor Urbanek to table this matter until the 2<sup>nd</sup> meeting in March, 2020. Motion carried with all voting “Aye”.

Discuss and Consider Watch Guard Payment with Police Chief Hornaday. A motion was made by Commissioner Gares, seconded by Commissioner Bell to approve payment of \$14,236.00 to Watch Guard using Funds from the “Equipment Reserve” Fund. Motion carried with all voting “Aye”.

Discuss Neighborhood Revitalization Program. The County, School System, and The City needs to sign off and agree to get back into this program. City Attorney Brad Jantz can write this up and will check to see if we can get a consultant for free. He will report back in two weeks.

Discuss Flint Hills Trails Project – Meeting February 19, 2020 at 1:00 p.m. in Wichita, KS open to the public to attend. Commissioner Gares will be attending along with Ryan Stevenson. He noted we have applied for a grant and wants to keep moving forward with it.

A motion was made by Mayor Debi Urbanek, seconded by Commissioner Bell to recess into executive session, K.S.A. 75-4319 (b) (1) for personnel matters of non-elected personnel for the purpose of

discussing potential interim city manager candidates; to include the Governing Body and the City Attorney. The open meeting will resume at 7:45 pm. Motion carried, all voting "Aye".

Mayor Debi Urbanek called the meeting back to order with no action taken.

Discuss Electrical Rate Increase with City Attorney Brad Jantz. He stated the rates for electrical should be 14.25 not 14.75. The intent for the increase in rate was to be 14.25 due to clerical error, it was set at 14.75. He will bring this back and review it again Thursday, February 6<sup>th</sup>, 2020, at the "Special Meeting" at 6pm at City Hall 17 N. Broadway, Herington, Kansas.

A motion was made by Mayor Debi Urbanek, seconded by Commissioner Curtis Hartman to adjourn at 8:20 pm with all voting "Aye."

Also, present: Dennis Albrecht, Carl Urbanek, Jason Alt, Scott Melcher, Buck Driggs, Virginia Neuberger, Kymerley Harper, Vance Donahue, Brian Hornaday, Janet Wade, Cynthia Naylor, David Kahle, and J.R. Sparke-Herington Times.

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Marcus Hawkes, City Clerk