Regular Meeting
City Hall, Marysville Kansas-April 9, 2018

Members of the Governing Body of the City of Marysville were called to order in regular session at 7:00 p.m. on the date and place noted above with Mayor Grund in the chair. City Administrator St. John and City Clerk Price were also present.

After the Pledge of Allegiance, roll call was answered by the following council members: Boss, Pippia, Graham, Hughes, Schroller, Frye, Throm and Barnes. A quorum was present.

The minutes from the March 26th meeting were presented for approval. CM Boss presented an amendment. CM Throm moved, CM Pippia seconded to approve the minutes as amended. Motion carried by 8-0 voice vote.

BUSINESS AND DISCUSSION ITEMS:

1. **MICHELLE WHITESELL-BLACK SQUIRRELS ON PARADE.** Michelle Whitesell, Convention and Tourism Director provided a list of businesses and proposed future sites for nine new fiberglass black squirrel statues. Council consensus is to proceed with the project. Michelle said there is a meeting to view proposed designs by some artists. The new statues will be revealed in the Annual Black Squirrel Night Parade in October.

2. **MICHELLE WHITESELL-BIKE RACK PROJECT.** Michelle Whitesell, Convention and Tourism Director provided a proposed map along with information on proposed bike racks to be installed as part of a project they are working on with the Blue River Rail Trail Group. Michelle said the groups would need installation assistance from the City. Council discussed specific locations and liability. Mayor Grund suggested prior to installation, a Memorandum of Understanding or something similar be obtained from property owners.

3. **POLICY A-81-BIDS/PROPOSALS.** Mayor Grund said she has amendments to the attached policy. CM Boss also asked for clarification on a few items. This policy will be redrafted for review at the next regular meeting.

4. **DENNIS MASON-DOWNTOWN SPEAKER SYSTEM.** Dennis Mason presented a quote from Newark Element 14 for speaker cable for $851.07 plus shipping costs. Dennis said this speaker wire is everything needed to connect the speaker system on Broadway Street from Tenth Street to Fourth Street. CM Barnes moved, CM Frye seconded to approve the purchase. Motion carried unanimously. Dennis explained that the current speaker wire is not sufficient for the 2,000-watt amplifiers. Greg Boss, Car Show Committee also commented and thanked Council for the electrical improvements.

CONSENT AGENDA. The Consent Agenda was presented for consideration. CM Throm moved, CM Frye seconded to approve the Consent Agenda. Mayor Grund noted the state set off monies received and increased revenues on the Municipal Judge's Report. CM Boss questioned if the number of dog and cat tags sold accurately reflected the number of dogs and cats in the city. Motion to approve carried unanimously. The Consent Agenda consisted of the following:

1. City Clerk's Report for March showed $78,209.53 collected in receipts with a like amount being deposited with the City Treasurer.
2. Municipal Judge's Report for March showed $7,463.71 being deposited with the City Treasurer and $373.00 being forwarded to the State Treasurer for Judicial Branch Education, court costs and law enforcement training.

3. Revenue/Expenditure Budget Reports through March 2018 showed unadjusted accumulated revenues in the General Fund of $1,098,462 or 45% of budget; Water Revenue Fund, $190,686 or 21% of budget; Sewage Revenue Fund, $192,161 or 25% of budget. Unadjusted statement of expenditures in the General Fund totaled $516,240 or 18% of budget; Water Revenue Fund, $241,130 or 13% of budget and Sewage Revenue Fund, $142,541 or 12% of budget.
4. Convention and Tourism Requests: Billboard US Highway 36 & Highway 99, $840; Summer Intern, $1,450; Mother's Market Commercial, $100; TIAK Annual Dues, $450.

APPROPRIATIONS ORDINANCE NO. 3672

1. Claims against the funds of the city were submitted for council consideration as follows: General Fund, $177,347.94; Water Revenue Fund, $29,070.79; Sewage Revenue, $18,684.44; Street & Highway, $42,342.08, Library Revolving, $4,971.81; Library, $4,535.43, Library Employee Benefit, $1,262.46; Swimming Pool Sales Tax, $4,971.96; Special Parks and Recreation, $7,500.00; Koester Block Maintenance, $11,000.34; Employee Benefit Fund, $7,670.41; Transient Guest Tax, $195.67; Municipal Equipment Reserve Fund, $4,500.00 and Sales Tax Improvements, $96.87; making a total of $314,150.20.

2. An appropriations ordinance was introduced and considered to honor claims against the funds of the City as audited by the Finance Committee. CM Boss moved, CM Hughes seconded to approve the appropriations ordinance totaling $314,150.20. CM Boss noted large expenditures included the annual insurance premium, haydite rock and drainage improvements at Lakeview Ball Complex. Motion to approve the appropriations ordinance then carried by 8-0 roll call vote. City Clerk Price assigned the Ordinance No. 3672.

STAFF REPORTS:

CITY ADMINISTRATOR:

1. **KLINK FINAL PAYMENT.** The final KLINK Project payment request was presented accompanied with a letter from Hall Brothers stating they will complete the crack sealing of the manholes by the end of May. CM Throm moved, CM Boss seconded to approve the final payment of $25,683.35, which deducted a $3,500 credit for an engineering change order that Hall Brothers agreed to pay. Motion carried unanimously. Funding will be from the Sales Tax Improvement Fund.

2. **LAKEVIEW BALLPARK COMPLEX-ADA PARKING/SIDEWALK.** The City received five bids for the Lakeview ADA Project, each of them being above the $10,000 budgeted for this project. The lowest bid came from All Things Construction totaling $14,097.50, which included the handicapped parking spaces at $10,920, Sidewalk #1 at $1,850 to connect the handicapped parking to the concessions building and Sidewalk #3 at $1,327.50 along the west side of the concessions building. CM Throm moved, CM Pippia seconded to approve the bid with All Things Construction, totaling $14,097.50, funding from the General Fund. Motion carried by 8-0 voice vote.

3. **DOWNTOWN TREE PROGRAM.** The Tree Board met and discussed the Downtown Tree Program. The Tree board recommended: 1) a fall planting, as it is too late for a spring planting this year; 2) matching the existing crabapple trees on Eighth Street; 3) agreed with recommended Golden Colonnade Ginkgos and Main Street Maples; and 4) suggested a soaking

method for watering the trees. The Tree Board also asked to communicate to business owners the types of trees recommended at each business location prior to approving any bids. Mayor Grund informed Council she would like to meet with the Tree Board again to discuss specific species and review the watering methods prior to making any decision.

4. **FLUSH TANK PROJECT.** The bid tab sheet and recommendation from Tony Duever, CES Group for the Flush Tank project was presented. The City received bids from D&R Koch Enterprises and Inline Construction. The Inline bid at $61,400 was $12,600 lower than D&R Koch Enterprises. A couple of manholes will need to be repaired before the CIPP lining project. CM Throm moved, CM Frye seconded to approve the bid from Inline Construction, funding from the Sewer Revenue Fund. Motion carried unanimously.

5. **WATER/SEWER STAFF REQUEST.** Our insurance provider recently asked about maintenance of our sewer lines. Currently the City has a maintenance plan for cleaning 2,000 linear feet each month, which has not been completed. We also need to implement a yearly valve exercising maintenance program. CA St. John proposed hiring two full time employees and two seasonal employees in the department. The two seasonal employees would complete the valve exercising program as well as other smaller maintenance jobs. Mayor Grund suggested the Water and Sewer Committee meet to evaluate the needs of the department and come back with a recommendation to Council. She requested questions about staffing needs to be sent to CA St. John, so that this information can be discussed at the committee meeting.

6. **WAGE SCALE INCREASE.** With the adjustment in wages for employees at the beginning of the year, CA St. John proposed adjusting the wage scale to match. He suggested increasing the wage sale for part-time employees by $0.30 per hour and the full-time by $0.62 per hour. Mayor Grund was concerned that this could close the gap between new hires and veteran employees. She suggested the Administration and Finance Committee meet to discuss this and come back to Council with a recommendation.

7. **FINANCIALS/PROJECT COST REPORT.** Expenditures in the General Fund have remained stable compared to last year. The Water Revenue Fund was also stable compared to the previous years, and the Sewer Fund is increasing. Once the KLINK Project reimbursement comes from Kansas Department of Transportation, the Sales Tax Fund will be above $1 million. Sales Tax revenues have been steady.

8. **KOESTER BLOCK BRICK WALL.** CA St. John reported the brick wall in the Koester Block is scheduled to be repaired, noting it has been a struggle to get matching brick.

9. **SALE OF LOTS-JACKSON STREET.** CA St. John distributed an aerial map showing two city owned lots on Jackson Street just north of South Street that could be sold. CA St. John reported the lots are not FEMA lots and proposed taking RFP's or bids to sale the lots. Council consensus was to proceed.

CITY CLERK:

1. **COLLECTIONS BUREAU OF KANSAS (CBK).** Mayor Grund asked how the process was going with CBK. CC Price reported progress was being made with the submittal process for utility bills and a module has been installed for municipal court.

STANDING COMMITTEE REPORTS:

STREET:

1. **STREET IMPROVEMENTS.** CM Throm suggested that all bids for any street improvements reflect an early October finish date. CA St. John agreed.

2. **JAYHAWK ROAD-USE OF OLD STREET MILLINGS.** CM Hughes suggested using old street millings to make improvements to Jayhawk Road and Eighth Street, eliminating dust and mud. Mayor Grund asked the Street Committee to meet along with SS Gundelfinger to bring back a recommendation to Council.

3. **ROAD IMPROVEMENTS (ELEVENTH, TWELFTH, KEYSTONE).** CM Frye said he was approached about future improvements to Eleventh Road South, Keystone and Twelfth Road. Mayor Grund stated that the City is waiting on the finalization of the Transportation Alternatives Program for potential state funding assistance. CM Boss spoke of sharing costs between the City, County and residents. No action was taken.

4. **DETERIORATION OF STREET-HIGHWAY 36 AT EIGHTEENTH STREET.** CM Frye reported deterioration of the street in the intersection at US Highway 36 and Eighteenth Street. CA St. John will follow up.

WATER AND WASTEWATER:

1. **STORM WATER AD HOC MEETING.** CM Boss reported on recent Storm Water Ad Hoc and Water/Sewer Committee meetings. Water shut off policies are being drafted. The storm water policies of other cities are being researched. There were no recommendations at this time.

2. **HAYING THE LAGOONS.** Mayor Grund said information received from CA Olsen stated that the city property would lose the tax-exempt status if haying the lagoons. After discussion about just letting someone hay without payment and liability, Council consensus is not to offer the ground for haying.

3. **SALT SHED-KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT (KDHE).** Mayor Grund questioned CA St. John about KDHE regulations for building a new salt shed. CA St. John said if the new salt shed is more than one acre, a permit is required with KDHE. No action was taken.

PARKS AND RECREATION:

1. **LAKEVIEW DRAINAGE.** CM Throm provided updates on the drainage project at Lakeview.

2. **KOESTER HOUSE MUSEUM-AUDIO TOUR.** Mayor Grund shared that the Koester House Museum Board is working on an audio tour of the Museum.

3. **AIRPORT HANGAR SPACE FOR RENT.** Mayor Grund said she was informed there is an airport hangar space for rent if anyone is interested.

POLICE AND FIRE:

1. **INTERVIEWS.** CM Pippia provided a general overview of the current interview process for hiring a new Police Officer.

ADMINISTRATION AND FINANCE:

1. **NUISANCE PROCEDURES.** CM Boss said there is no update or nuisance list to review. Council discussed CI Richardson working on nuisances once day per week. CM Throm said he felt that CI Richardson is busy with other projects. Council discussed hiring a retired law enforcement officer. No action was taken.

2. **SPRING CLEAN UP.** CM Boss reminded everyone next week was Spring Clean Up week and read the scheduled pick up days for each section of the city.

APPOINTMENTS AND WAGE DETERMINATIONS:

1. **POLICE OFFICER-JOSEPH MAYHEW.** CM Pippia moved, CM Schroller seconded to approve a wage of $15.09 per hour to full time Police Officer, Joseph Mayhew, subject to a six-month probation. Motion carried unanimously.

EXECUTIVE SESSION. At 9:20 p.m., CM Frye moved and CM Pippia seconded to recess in executive session pursuant to non-elected personnel, exception K.S.A. 75-4319(b)(1), to discuss employee performance matters which included the Governing Body. The open meeting to resume in the City Council chambers at 9:32 p.m. Motion carried unanimously. At 9:32 p.m., council reconvened. Mayor Grund reported no binding action was taken during Executive Session.

At 9:32 p.m., CM Frye moved to recess in executive session pursuant to non-elected personnel, exception K.S.A. 75-4319(b)(1), to discuss employee performance matters which includes the City Administrator and Governing Body, with the open meeting to resume in the City Council chambers at 9:37 p.m. CM Throm seconded. Motion carried unanimously. At 9:37 p.m., council reconvened. Mayor Grund called the meeting back to regular session, repeating that no binding decisions were made during Executive Session.

ROUNDTABLE DISCUSSION:

1. **THANK YOU-JOSIE BUTLER.** Mayor Grund read a thank you note from the Butler family for honoring fallen Fire Fighter Jack Butler last October.

2. **PROCLAMATION-KIWANIS CLUB 80TH ANNIVERSARY.** Mayor Grund read an 80th Anniversary Proclamation for the Marysville Kiwanis Club. She reported a celebration will be held on April 21st at 3:30 p.m. at Landoll Lanes.

3. **SPRING CLEAN UP/LANDFILL DAYS.** CM Boss again reported the Spring Clean Up days along with the free County Landfill days.

4. **DISC GOLF COURSE.** CM Hughes said he has heard comments about installing a disc golf course in the City Park. He said he would rather see it stay up at Lakeview Ballpark Complex.

5. **PROCLAMATION-RSVP/VOLUNTEERS**. Mayor Grund read a Proclamation for National Service Recognition day. CC Price spoke about the upcoming RSVP Banquet and said the City will be recognized.

There being no further business, at 9:45 p.m. CM Frye moved to adjourn, CM Hughes seconded. Motion carried unanimously.

Debbie M. Price, MMC
City Clerk