COMMISSION MEETING MINUTES
TUESDAY, DECEMBER 27, 2016
6:30 P.M.

The Board of Commissioners met in Regular Session at 6:30 p.m. at the Senior Center. The meeting was called to order by Mayor Chris Williams.

Present:
COMMISSIONER PAUL BAUER
COMMISSIONER MARCUS KASTLER
COMMISSIONER JIM C. TAYLOR, JR.
COMMISSIONER CHRIS WILLIAMS

Absent:
COMMISSIONER JUSTIN MARTIN

City Staff in attendance were:
CITY MANAGER KENDAL FRANCIS
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ENGINEERING SUPERINTENDENT THOMAS OSBORN
POLICE CHIEF KWIN BROMLEY
FIRE CHIEF BOB ROESKY
ASSISTANT CITY MANAGER TRISHA PURDON

A. CALL TO ORDER – Mayor Chris Williams

B. INVOCATION – Dr. Dean McNamara, First Baptist Church

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, December 13, 2016
2. 2016 Appropriation Ordinance No. AO-16-24 – $4,648,774.17

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION BY KASTLER SECOND: TAYLOR
ROLL CALL VOTE ALL AYE EXCEPT COMMISSIONER MARTIN WHO WAS ABSENT.

<u>REGULAR AGENDA ITEMS</u>

F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).

1. Public Hearing for 2016 budget amendments.
   - Finance Director Stephanie Richardson stated there are ten funds which require budget amendments for 2016 – library, local alcohol liquor, economic development, police VIN, airport, ½ cent sales tax debt service, CRMC sales tax, internet utility, stormwater utility

and water/wastewater utility for total expenditures of $11,135,455.

- Mayor Williams opened the hearing for public comments. There were no public comments and Mayor Williams closed the public hearing.

2. Resolution No. R-16-152 – A resolution to certify the 2016 budget amendments.

MOTION: Move to approve Resolution No. R-16-152 for adoption.

ACTION: MOTION BY KASTLER SECOND: TAYLOR
MOTION APPROVED

G. OLD BUSINESS

H. NEW BUSINESS

1. Discussion and action to make an appointment to a new four-year term on the Park Advisory Board serving to January 1, 2021. No action – item postponed until January 10, 2017 meeting.

2. Resolution No. R-16-153 – A Resolution to authorize the execution of Burns & McDonnell Authorization No. 1 for engineering design of taxiway 22 overlay.
   - Engineering Superintendent Thomas Osborn stated the FAA has approved funding of the Airport Capital Improvement Project for overlay of the taxiway connecting runway 17-34 to runway 4-22. This authorization is for the design of the project and is a participating item for the FAA with the city's cost being $11,571.60. In order to receive reimbursement by way of the entitlement funds, the city will also need to execute an application with the FAA for federal assistance and sponsor certifications.

MOTION: Move to approve Resolution No. R-16-153 for adoption.

ACTION: MOTION BY TAYLOR SECOND: BAUER
MOTION APPROVED

3. Resolution No. R-16-154 – A Resolution to execute an application for federal assistance for the taxiway 22 project.

MOTION: Move to approve Resolution No. R-16-154 for adoption.

ACTION: MOTION BY KASTLER SECOND: TAYLOR
MOTION APPROVED

4. Resolution No. R-16-155 – A Resolution to purchase 2017 work comp insurance from Kansas Eastern Region Insurance Trust.
   - Finance Director Stephanie Richardson stated the renewal quote for workers compensation coverage from KERIT was $218,990 which is $7,015 higher than 2016. The City's experience modification increased from 1.14 in 2016 to 1.37 for 2017. The increase is due in part to payroll increase of $71,604 over 2016 and the high losses from 2013. The actual increase was reduced due to the KERIT Board reducing all loss rates to

$1.85 per $100 of payroll as a result of cash and asset balances in accordance with their fund balance policy.

MOTION: Move to approve Resolution No. R-16-155 for adoption.

ACTION: MOTION BY BAUER SECOND: WILLIAMS
MOTION APPROVED

5. Resolution No. R-16-156 – A Resolution to execute a lease purchase agreement with Commercial Bank to finance a fire truck.
   - Finance Director Stephanie Richardson stated the commission approved the purchase of a new fire truck at the July 12 meeting. Following that meeting, FEMA notified the city of a grant award to purchase the truck. Since then, FEMA has requested additional information related to the use of the new vehicle. As a result, the grant award is now in question. As a precautionary measure, it was determined to proceed with requesting proposals for financing prior to any anticipated rate increases. Three proposals were received. Following review, it was determined the 10-year proposal from Commercial Bank was the best option. The overall cost will be more, however, the city can continue to replace equipment in other departments by financing the cost of the fire truck.

MOTION: Move to approve Resolution No. R-16-156 for adoption.

ACTION: MOTION BY BAUER SECOND: WILLIAMS
MOTION APPROVED

6. Resolution No. R-16-157 – A Resolution to execute change order #05 plant structural steel with Doherty Steel for the Electric Utility.
   - Electric Utility Deputy Director Mike Shook stated this change order in the amount of ($24,072.25) represents back charges associated with fabrication errors and deficiencies on structural steel items which resulted in additional out of scope work for the mechanical contractor.

MOTION: Move to approve Resolution No. R-16-157 for adoption.

ACTION: MOTION BY TAYLOR SECOND: BAUER
MOTION APPROVED

7. City Manager's Report
   - City Manager Kendal Francis stated the code of ordinances are now available on line. Staff held a city/county partnership meeting and met with Greenbush regarding their procurement program. A realtor will be contacted about selling the white building directly south of the Senior Citizens Center. Effective January 1, utility customers will just be allowed to make one arrangement per quarter.

I. COMMENTS

1. Comments from Public - none

2. Comments from Commissioners and Staff

- Commissioner Taylor expressed concern about some of the meeting video tapes being unavailable. He also noted Jim C. Taylor, Sr., was video taping the meeting and requested his father explain why this was being done. Mayor Williams stated this was not the appropriate time for this discussion.

J. EXECUTIVE SESSION(s)

1. Non-elected personnel

MOTION: Move to recess to executive session for the discussion of non-elected personnel to reconvene on or before 7:40 p.m.

ACTION: MOTION BY WILIAMS SECOND: KASTLER
MOTION APPROVED

Time the meeting was reconvened: 7:40 p.m.

2. Confidential data relating to financial affairs of corporations.

MOTION: Move to recess to executive session for the discussion of confidential data relating to financial affairs of corporations to include Trisha Purdon and to reconvene on or before 8 p.m.

ACTION: MOTION BY WILIAMS SECOND: BAUER
MOTION APPROVED

Time the meeting was reconvened: 8:00 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. Library minutes
3. CRC report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION BY WILIAMS SECOND: BAUER
MOTION APPROVED

Time the meeting was adjourned: 8:00 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk