

Hillsboro, Kansas
May 19, 2020

1. The city council met in regular session via Zoom due to the Coronavirus pandemic on Tuesday, May 19, 2020 at 4:00 p.m. with Mayor Lou Thurston and Council members David Loewen, Byron McCarty, Renee Gehring, and Brent Driggers participating.

2. Others Participating: Josh Boehm, City Attorney; Phyllis Zorn, Hillsboro Star Journal; Laura Paulus, Hillsboro Free Press; Jonah Gehring, County Commissioner; Anthony Roy, Economic Development Director; Matt Stiles, Future City Administrator; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk.

3. CALL TO ORDER – Mayor Thurston called the meeting to order at 4:00 p.m.

4. PUBLIC COMMENTS – none

5. MINUTES – Motion was made by Council member McCarty and seconded by Council member Gehring to approve the minutes of the 5-5-2020 regular meeting as distributed. Vote: Council member Driggers, yes; McCarty, yes; Gehring, yes; Loewen, yes. Motion carried unanimously.

6. VOUCHERS – Motion was made by Council member McCarty and seconded by Council member Driggers to approve the vouchers in the amount of \$140,718.96. Vote: Council member Driggers, yes; McCarty, yes; Gehring, yes; Loewen, yes. Motion carried unanimously.

7. FLEX PLAN CONTRIBUTION – The past few years, the City has made a matching funds contribution (up to \$500.00 per employee) to the employee's matching Flex Plan for reimbursed medical expenses. If all 27 full-time employees chose the \$500.00 match, the cost to the city for the next plan year (7-1-2020 to 6-30-2021) would be \$13,500.00. City Administrator Paine said this upcoming plan year is significantly different than past years as a result of the COVID-19 virus. Revenues are expected to be substantially lower for the balance of 2020 and are generally unpredictable for 2021. Therefore, City Administrator Paine recommended that the city's optional contribution not be given this year. Council concurred.

8. FLEX PLAN REVISIONS – The City has a third party administrator for our flexible spending accounts. This plan allows employees to deduct up to \$2,750.00 (pre-tax) annually from their medical expenses. The Coronavirus Aid, Relief and Economic Security Act (CARES ACT) contains language that allows us to change our plan. Prescriptions will no longer be required for certain over-the-counter drugs; and, menstrual care products are now eligible under an FSA plan. These changes would be effective immediately and retroactive to January 1, 2020. This does not have a financial impact on the city. Motion was made by Council member McCarty and seconded by Council member Loewen to approve an amendment to our flex benefit plan that allows for certain over-the-counter drugs and menstrual products, and to make those purchases retroactive to January 1, 2020. Vote: Council member Loewen, yes; Gehring, yes; McCarty, yes; Driggers, yes. Motion carried unanimously.

9. VACATION OUT-OF-STATE POLICY – If an employee travels to a restricted state or certain places overseas, KDHE has imposed a 14-day quarantine restriction. At the current time, most restrictions are along the east coast and international destinations. If an employee should travel to a restricted area, the 14-day quarantine would count against unused COVID-19 leave under the CARES Act. If the

employee has used their COVID-19 leave allowance, their accrued vacation leave balance would be used. If there is no leave balance, the quarantine period would be leave without pay. (There is a typing error under the purpose section of the policy that needs to be corrected). City Administrator Paine said he felt it was important to have this policy in place to protect our other employees. Motion was made by Council member Driggers to approve this policy. After further discussion, motion was seconded by Council member McCarty. Vote: Council member Driggers, yes; McCarty, yes; Gehring, yes; Loewen, yes. Motion carried unanimously.

10. HEALTH INSURANCE – We have received our health insurance renewal form from Blue Cross Blue Shield. The premium is increasing 11% for the next plan year, which is 7-1-2020 through 6-30-2021. The cost share of health insurance has been the city pays for the employee’s coverage and ½ of the dependents coverage. There are no changes to the plan coverage. Dental insurance increased slightly and there was no change to the vision coverage cost. Mayor Thurston felt it was important to have a good health insurance plan for our employees especially as we move forward and people retire and they are replaced with good people. Motion was made by Council member McCarty and seconded by Council member Driggers to approve the new health plan costs and employee share distribution. Vote: Council member Loewen, yes; Gehring, yes; McCarty, yes; Driggers, yes. Motion carried unanimously.

11. NOTICE OF PUBLIC HEARING – CDBG-CV – The City of Hillsboro will hold an online virtual public hearing on Tuesday, May 26th at 4:00 p.m. on Zoom for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant Funds under the CDBG-CV category. This grant money will be used by qualifying businesses to assist them in recovering from the economic injury caused by the COVID-19 crisis. The estimated project cost is \$300,000.00 with the grant request for \$300,000.00 of the project cost. Other project proposals introduced at the hearing will be considered.

12. RESOLUTION CDBG-CV – Motion was made by Council member McCarty and seconded by Council member Loewen to approve Resolution 2020-04 – (*A RESOLUTION CERTIFYING LEGAL AUTHORITY AND AUTHORIZATION TO APPLY FOR THE CDBG-CV FROM THE KANSAS DEPARTMENT OF COMMERCE*). Council was polled with the following vote: Council member Driggers, yes; McCarty, yes; Gehring, yes; Loewen, yes. Motion carried unanimously.

13. ELCON INVOICES – Motion was made by Council member McCarty and seconded by Council member Driggers to approve Invoice 12095 to Elcon Services for a service call to the water plant. Vote: Council member Driggers, yes; McCarty, yes; Gehring, abstained; Loewen, yes. Motion carried.

14. EBH WATER PROJECT ENGINEERING AGREEMENT AMENDMENT #3 – EBH Water Project Engineering Contract Amendment #3 does not change the overall contract price, but it does adjust some line items. KDHE is requesting this amendment. Motion was made by Council member Driggers and seconded by Council member Gehring to approve this contract amendment. Vote: Council member Loewen, yes; Gehring, yes; McCarty, yes; Dirks, yes. Motion carried unanimously.

15. BOARD APPOINTMENTS – none

16. CITY ADMINISTRATOR’S REPORT – City Administrator Paine said we’ve ordered signs for the playground that basically say “play at your own risk” from Baker Brothers Printing. Diedre Serene, Marion County Health Department, is suggesting other cities follow our example.

Governor Kelly will issue a new executive order, effective Friday, May 22nd, that moves the state into Phase 2 of reopening. Gatherings of 15 people will be allowed, still with social distancing. More businesses will be able to open up and sports teams can now practice.

17. EXECUTIVE SESSION – PERSONNEL – Motion was made by Council member Loewen and seconded by Council member McCarty to recess into executive session for the purpose of discussing personnel matters of non-elected personnel pursuant to K.S.A. 75-4319(b)(1). The meeting will include Larry Paine, Matt Stiles, and Josh Boehm. The open meeting will resume online at 5:25 p.m. Vote: Council member Driggers, yes; Gehring, yes; McCarty, yes; Loewen, yes. Motion carried unanimously. At 5:25 p.m., motion was made by Council member McCarty and seconded by Council member Driggers to extend the executive session an additional 30 minutes. Motion carried unanimously. The council meeting resumed at 6:02 p.m. No action was taken.

18. ADJOURNMENT – Council meeting adjourned at 6:03 p.m.

/s/
LOUIS THURSTON, MAYOR

ATTEST:

/s/
JANICE K. MEISINGER, CITY CLERK