

Hillsboro, Kansas
September 5, 2017

1. The city council met in regular session on Tuesday, September 5, 2017 at 4:00 p.m. in council chambers with Mayor Delores Dalke and Council members Byron McCarty, Bob Watson, and Brent Driggers present. Council member Loewen arrived at 4:13 p.m.
 2. Others Present: Charlotte Kennedy Takahashi, Candidate for Mayor; Don Ratzlaff, Hillsboro Free Press; Josh Boehm, City Attorney (arrived at 4:20 p.m.); Phyllis Zorn, Hillsboro Star Journal (arrived at 4:21 p.m.); Larry Paine, City Administrator; and, Jan Meisinger, City Clerk.
 3. **CALL TO ORDER** – Mayor Dalke called the meeting to order at 4:00 p.m.
 4. **PUBLIC COMMENTS** – none
 5. **MINUTES** – Correction to 8-15-17 regular meeting – paragraph 7, Roger Holter is Marion’s city administrator not Roger Hofer as stated. The minutes of the 8-15-17 regular meeting were then approved as corrected. The minutes of the 8-22-17 special meeting were approved as distributed.
 6. **VOUCHERS** – After questions, motion was made by Council member Watson and seconded by Council member McCarty to approve the vouchers in the amount of \$371,596.93. Motion carried unanimously.
 7. **REVISED POLICY 41 – CHRISTMAS PARTY** – Motion was made by Council member Watson and seconded by Council member McCarty to approve the revised policy 41 to include the museum coordinator. Motion carried unanimously.
 8. **DEBT MANAGEMENT POLICY** – A debt management policy establishes guidelines for the financing of capital expenditures. City Administrator Paine said he had looked at several debt management policies around the state (Leavenworth, Pittsburg, Topeka & Emporia). He said he did not expect a decision today, but would like input from the governing body to determine what metric seems to be the best measure for us and then what is the value we want to apply to that metric. Direct debt is only the principal amount and does not include any interest amount. Hillsboro has traditionally used transfers from the utilities to keep the property tax mill levy down. City Administrator Paine said this was not unusual and seems to happen everywhere. No action was taken.
 9. **STREET CONSTRUCTION BOND PROJECT** – Council discussed the street bond project. City Administrator Paine said he was still waiting on some numbers from Darin Neufeld regarding costs for West Grand (Ash to Hickory) as far as removing and replacing the concrete or milling the concrete and using an asphalt overlay. City Administrator Paine has included the city’s share of the CDBG projects, if funded. If not funded, this money would be used for one of the projects. Street bond repayments would come from property taxes. Water bond repayments would come from the water utility. The CDBG surveys are done and we know they will work for the target area. No action was taken.
 10. **WATER LINE REPLACEMENT BOND PROJECT** – Council discussed the water bond project (\$4.7 million). We are considering two different funding sources. Rural Development (which still hasn’t been funded by Congress); or, KDHE (which is for a shorter period of time, 20 years, and has a cheaper interest rate). The water department staff are putting data together to determine exactly how many meters need to be replaced. City Administrator Paine recommended we use the state’s KDHE Revolving Loan Fund (SRF) because it is more affordable to Hillsboro.
 11. **BOARD APPOINTMENTS** – deferred
 12. **CITY ADMINISTRATOR’S REPORT** – City Administrator Paine told council about two different educational seminars coming up that would be beneficial for them to attend.
- At 5:22 p.m., council recessed for three minutes. The meeting resumed at 5:25 p.m.
13. **EXECUTIVE SESSION** – At 5:25 p.m., motion was made by Council member Driggers and seconded by Council member Watson to recess into executive session for 15 minutes, pursuant to KSA 75-4319 b4 confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships. The meeting would be scheduled to resume at 5:40 p.m. Motion carried unanimously. Also present in executive session: City Administrator Paine and City Attorney Boehm. At

5:40 p.m., motion was made by Council member Driggers and seconded by Council member Watson to extend the executive session for an additional 10 minutes. Motion carried unanimously. At 5:50 p.m., motion was made by Council member Driggers and seconded by Council member Watson to again extend the executive session for an additional 5 minutes. Motion carried unanimously. The city council meeting resumed at 5:55 p.m. No action was taken.

14. ADJOURNMENT – Motion was made by Council member McCarty and seconded by Council member Watson to adjourn at 6:00 p.m. Motion carried unanimously.

/s/
DELORES DALKE, MAYOR

ATTEST:

/s/
JANICE K. MEISINGER, CITY CLERK