

Hillsboro, Kansas  
April 5, 2022

**1.** The City Council met in regular session via Zoom and in person on Tuesday, April 5, 2022 at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, David Loewen and Byron McCarty participating.

Members Absent: Brent Driggers.

**2. Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; Tracy Lowe, Marion County CORE Community; Kent Becker and Jonah Gehring, Marion County Commissioners; Bryce Goebel, Marion County Engineer; Karen Fryhover; and Larry Smith.

**3. CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 6:30pm.

#### **4. APPROVAL OF CONSENT AGENDA**

**MINUTES** dated March 15, 2022.

**VOUCHERS** in the amount of \$281,319.46.

**MIDDLECREEK BORING PURCHASE ORDER** for the South Ash culvert in the amount of \$18,900.

Council member McCarty motioned to approve the consent agenda. Council member Loewen seconded. Motion carried.

**5. PUBLIC COMMENTS:** Karen Fryhover of 210 Elm Street requested her address indicate "South Elm Street". Administrator Stiles will work with the Postmaster to resolve the issue.

**6. MARION COUNTY CORE COMMUNITY:** Tracy Lowe, Director of the Marion County Core Community shared statistical data about local poverty and informed Council about the resources and services the program provides. The organization is looking for volunteers and program participants. She noted donations are welcome and reiterated the county-wide needs of childcare, housing and transportation.

**7. MARION COUNTY COMMISSIONERS:** Marion County Commissioners, Kent Becker and Jonah Gehring, along with Marion County Engineer Bryce Goebel reported on the County's application for a cost share grant with KDOT. The County intends to reconstruct Kanza from north of the Co-op hoop to south of Ag Service. Goebel noted the City owns a portion of the property on the west side of the road. He requested the City support the project publicly and financially, noting any contribution from the City would help.

**8. DEPARTMENT HEAD ANNUAL REPORT:** Street Department Superintendent Dale Dalke shared an overview of improvements since taking the position years ago. He highlighted each of his department's employees stating he has a good, talented crew. Dalke provided a list of the numerous responsibilities of the street department, including monitoring the burn and compost sites, and selling crushed concrete in addition to street projects. Dalke shared his vision for regular maintenance of roads and reminded the Council of the City's cost-share sidewalk program. He noted several current projects and expressed an interest in extending the walking trail to a full loop around the community.

#### **9. BUSINESS ITEMS:**

**TEMPORARY PERMIT FOR ALCOHOL SALES:** Administrator Stiles reviewed the request from the Golf Association and noted the support from the school and the church. Council member McCarty motioned to approve the temporary sale or service alcohol permit for the Hillsboro Golf Association for June 15, 2022 and authorize the event to be held at the Schaeffler House. Council member Beye seconded. Motion carried.

**ORDINANCE 1346 ESTABLISHING POLE ATTACHMENT FEES:** Administrator Stiles reminded the Council of the previous discussion to increase the pole attachment fee \$10. Council member Beye motioned to approve Ordinance 1346 and authorize the Mayor to sign. Council member Loewen seconded. Motion carried 3-0.

**AUCTION ITEMS:** Administrator Stiles reviewed the list of items to be on the City's auction. Stiles noted he is working with Leppke Auction to secure a date in late April 2022. He shared that larger equipment items will be listed on Purple Wave. Museum staff has attempted to contact family members or donors regarding museum items with ascension records prior to posting them on the auction. Council member Loewen motioned to approve the proposed list of auction items and authorize the sale of those items. Council member McCarty seconded. Motion carried.

**ARPA FUNDING:** Administrator Stiles reviewed the Final Rule regarding ARPA funds. He recommended Council move all ARPA funds into the Capital Improvement Fund. Council member McCarty motioned to direct the funds

be used for revenue replacement under the standard allowance as stated in the Treasury Department's Final Rules for American Rescue Plan Act. Council member Loewen seconded. Motion carried.

**COMMUNITY PLAZA BATHROOM PROPOSAL:** Administrator Stiles shared a revised layout of the Community Plaza and noted City crews are in the process of installing the splash pad portion of the project. He also shared the proposal for the restroom facility and requested Council action to avoid extended supply chain delays. Council member McCarty motioned to approve the Community Plaza restroom project with a not-to-exceed amount of \$190,000 to allow for unforeseen overages. Council member Beye seconded. Motion carried.

**PLANNING COMMISSION RECOMMENDATION:** Administrator Stiles reported the Planning Commission's March 31 recommendation to the City Council for an Alternative Construction Housing (A-H) overlay district. Stiles explained the process and timeframe required to make a zoning regulation change. Staff recommended following the Planning Commission recommendation to extend the moratorium on shipping container housing until the proposed A-H overlay district process can be completed.

Council member McCarty motioned to extend the moratorium until the proposed A-H overlay district process can be completed. Council member Beye seconded. Motion carried.

**HILLSBORO FORD INVOICES:** Administrator Stiles reviewed the Hillsboro Ford invoices in the amount of \$3121.09. Council member McCarty motioned to approve the invoices as presented. Council member Loewen seconded. Council member Beye abstained. Motion carried.

**SMITH LAND PURCHASE AGREEMENT:** Administrator Stiles shared that the title search for the Land Bank sale of Lot 4 Block 4 in Hillsboro Heights to Larry Smith reported the property was owned by the City of Hillsboro, not by the Land Bank. To correct this, the Council would need to approve the sale of property to Smith. The Land Bank would also need to terminate the existing agreement and approve a new option agreement for Lot 5 Block 4 which was part of the previous agreement.

Council member Loewen motioned to approve the purchase contract between the City of Hillsboro and Larry Smith. Council member McCarty seconded. Motion carried.

Council moved into a Land Bank meeting at 7:54pm and adjourned the Land Bank meeting at 7:56pm.

**10. ITEMS FOR FUTURE CONSIDERATION:** None.

**11. CITY ADMINISTRATOR'S REPORT:** Administrator Stiles reported on the following:

- Community Garden
- TASK Grant
- BASE Grant
- Corps of Engineer and Water Office Meeting
- Liability Insurance
- Health Insurance Review
- Financial Report and Sales Tax
- Demolition at 128 S Main

**12. PUBLIC COMMENTS:** None.

**13. COUNCIL COMMENTS:** Council member McCarty reported of a constituent who wanted to thank the City for the trail and noted he would like to see the trail extended to a loop as Dalke suggested.

**14. ADJOURNMENT:** Council meeting adjourned at 8:01pm.

ATTEST:



LOUIS THURSTON, MAYOR



DANIELLE BARTEL, CITY CLERK