

Hillsboro, Kansas  
August 16, 2022

1. The City Council met in regular session via Zoom and in person on Tuesday, August 16, 2022 at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, Brent Driggers, David Loewen and Byron McCarty participating.

Members Absent: None.

2. **Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; Danielle Hollingshead, Adams Brown auditor.

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

#### 4. APPROVAL OF CONSENT AGENDA

**MINUTES** dated July 5, 2022.

**MINUTES** dated July 26, 2022.

**MINUTES** dated August 2, 2022.

**VOUCHERS** in the amount of \$52,754.87.

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

5. **PUBLIC COMMENTS:** None.

#### 6. AUDIT

Danielle Hollingshead of Adams Brown reviewed the 2021 audit report and noted a few issues, most of which are the result of the transition in front office staffing that occurred in 2021. She reported no significant discrepancies or indications of fraud, and that the statements are reflective of the financial position of the City. Hollingshead noted that encumbrances, quarterly financial publications, and segregation of duties are areas that can be improved for the next audit. She shared recommendations to implement these changes and thanked staff for their time.

#### 7. BUSINESS ITEMS:

**ORDINANCE 1357 EXCESSIVE BOD CHARGES:** Administrator Stiles reviewed Ordinance 1357 which would set the excessive BOD rate at \$0.24 per pound of BOD and provide additional clarity on the testing process. Council member Driggers was recused from the discussion. Council member McCarty motioned to adopt Ordinance 1357 and authorize Mayor to sign. Council member Loewen seconded. Motion carried 3-0.

**ORDINANCE 1358 STANDARD TRAFFIC ORDINANCE:** Administrator Stiles reviewed Ordinance 1358 which authorizes use of the revised Standard Traffic Ordinance as published by the League of Kansas Municipalities. Council member Loewen motioned to adopt Ordinance 1358 and authorize the Mayor to sign. Council member McCarty seconded. Motion carried 4-0.

**ORDINANCE 1359 UNIFORM PUBLIC OFFENSE CODE:** Administrator Stiles reviewed Ordinance 1359 which authorizes use of the revised Uniform Public Offense Code as published by the League of Kansas Municipalities. Council discussion regarding electric bicycles and scooters. Council member McCarty motioned to adopt Ordinance 1359 and authorize the Mayor to sign. Council member Loewen seconded. Motion carried 4-0.

**MUNICIPAL COURT ORDER FOR 101 S MAIN REPAIR:** Administrator Stiles shared about the property at 101 S Main which has a leak in the roof. He informed the Council that Municipal Court Judge Brad Jantz authorized the City to repair the roof. Judge Jantz also required the barricades be in place as it was determined masonry work needs to be completed as well.

Council discussion regarding the ownership of the property, Emprise Bank as the lienholder, and the City's interest in the property. Concern was expressed about the City making improvements without the building as collateral and shared that Emprise Bank may be interested in paying for the repair. Upon request, City Attorney Andrew Kovar shared that it would be good to get a response from the lienholder, Emprise Bank, before moving forward. Mayor Thurston requested the City Attorney communicate with Emprise Bank. Council determined to table further action until additional information can be gathered by the City Attorney and Administrator Stiles.

Council member Beye motioned to table the discussion until the next Council meeting. Council member Driggers seconded. Motion carried.

**EXECUTIVE SESSION:** Council member Loewen motioned for the City Council to recess into executive session for the purpose of discussing personnel matters of non-elected personnel pursuant to KSA 75-4319 (b)(1) for a period of 20 minutes. The meeting will include the City Administrator and City Attorney. The open meeting will resume at 7:31pm. Council member McCarty seconded. Motion carried.

No action was taken during the Executive Session. The open meeting resumed at 7:31pm.

**8. CITY ADMINISTRATOR’S REPORT:** Administrator Stiles reported on the following:

- New School Year
- Training with EMS
- Pool Hours & Structure
- Treasurers Report
- Health Insurance Savings Report
- Superintendent Note

**9. PUBLIC COMMENTS:** None.

**10. COUNCIL COMMENTS:** Council is pleased to see the splash pad coming together.

**11. ADJOURNMENT:** Council meeting adjourned at 7:43pm.

ATTEST:

  
LOUIS THURSTON, MAYOR  
DANIELLE BARTEL, CITY CLERK