

Hillsboro, Kansas
March 7, 2023

1. The City Council met in regular session via Zoom and in person on Tuesday, March 7, 2023 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; Avery Unruh, Golf Course Superintendent; Crystal Hinnen, Ranson Financial; Erin Hein & Tristen Cope, Hillsboro Community Childcare Center; Adam Kleiber & Bob Williamson, Ag Power; Kevin Suderman, 2S Outdoor Power.

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

4. APPROVAL OF CONSENT AGENDA

MINUTES dated February 21, 2023.

VOUCHERS in the amount of \$48,481.10.

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

5. **PUBLIC COMMENTS:** None.

6. **PUBLIC HEARING FOR CDBG APPLICATION FOR CHILDCARE CENTER:** Mayor Thurston opened the public hearing for the Community Development Block Grant application for the Hillsboro Community Childcare Center (H4C). Crystal Hinnen of Ranson Financial shared details regarding the project and noted the grant request is for \$600,000. There were no public comments. The public hearing was closed.

RESOLUTION 2023-03: AUTHORIZING APPLICATION TO CDBG: Administrator Stiles shared the purpose of the grant and noted this is not a city project.

Council member Loewen motioned to adopt Resolution 2023-03 and authorize the mayor and clerk to sign. Council member McCarty seconded. Motion carried 3-0.

RESOLUTION 2023-04: ASSURING CONTINUED OPERATION AND MAINTENANCE: Administrator Stiles shared that the purpose of this resolution is to assure the operation of the facility will continue past the grant phase. Stiles also shared of funding that H4C recently received from other foundations.

Council member Beye motioned to adopt Resolution 2023-04 and authorize the mayor and clerk to sign. Council member Loewen seconded. Motion carried 3-0.

7. **ANNUAL DEPARTMENT HEAD PRESENTATION: AVERY UNRUH, GOLF COURSE SUPERINTENDENT:** Avery Unruh shared of increased sales in 2022 of greens fees, rentals and driving range sales. He highlighted several goals and shared of upcoming and ongoing projects. Council thanked Avery for his report and his good work at the golf course.

8. BUSINESS ITEMS

COST SHARE GRANT APPLICATION WITH KDOT: Administrator Stiles noted the City has applied for a KDOT Cost Share program on Adams Street from B Street to First Street multiple times. Staff has requested feedback from KDOT regarding prior applications, therefore this application has been revised to highlight safety along this section of Adams Street. The local cost share would be 25% of the project which is anticipated to be \$195,225.

Council member McCarty motioned to approve the Cost Share Grant application with KDOT and authorize the City Administrator to submit the grant application on behalf of the City. Council member Loewen seconded. Motion carried 3-0.

CONSIDERATION OF MOWING BIDS FOR 2023 SEASON: Administrator Stiles shared the results of all bids submitted for areas 1-4 and noted the museum, fairgrounds and airport will be mowed by city staff. He shared the financial impact will be \$10,290 and recommended awarding the low bids for Ryan Hefley on Areas 1-3 and Plenert Mowing on Area 4.

Council member Beye motioned to approve awarding Ryan Hefley the mowing contract for Areas 1, 2 and 3 and Plenert Mowing for Area 4 and the Schaeffler House. Council member McCarty seconded. Motion carried 3-0.

CONSIDERATION OF MOWER PURCHASE FOR THE SEWER DEPARTMENT: Mayor Thurston invited the two local vendors that were present to speak.

Kevin Suderman of 2S Outdoor Power shared of frustrations with the bidding process and with the recommendation to purchase from a non-local vendor despite having two local vendors. Suderman requested transparency in the bid process and for bid requests to be written.

Adam Kleiber of Ag Power agreed with Suderman and would like to have received a written bid request. Kleiber shared of the differences between the quotes provided by Ag Power and those of Hale's Sales & Service, noting the quotes were not comparing the same products.

Administrator Stiles addressed issues raised including changes needed to solidify the bidding process, including a written bid request, timing, and adhering to a structured bid process. He sincerely apologized for this and suggested starting over with a new written bid request for this purchase.

Council discussion regarding the bids received and the issues addressed. Council consensus to provide a written bid request to both local vendors and allow each to resubmit. Suderman and Kleiber offered to assist in developing specifications for the mower bid to be provided to Administrator Stiles. Council discussed holding a special meeting once bids have been received. Mayor Thurston thanked both vendors for attending the meeting.

CONSIDERATION OF PURCHASE OF 2014 TRASH TRUCK: Administrator Stiles shared of staff's recommendation to purchase a 2014 trash truck at a cost of \$159,500 delivered. He also noted this would be part of a lease purchase agreement.

Council member McCarty motioned to approve the purchase of the 2014 Autocar Trash Truck for \$159,500 from Chatang Autocar using a lease-purchase agreement. Council member Beye seconded. Motion carried.

CONSIDERATION OF PURCHASE OF VENTRAC TRACTOR & DECK & GOLF COURSE SPRAYER: Administrator Stiles shared the request for a Ventrac 4520Z mower with a Ventrac contour deck, and a Multi Pro 1750 sprayer for the golf course.

Council member Beye motioned to approve the purchase from Professional Turf Products, LP for the Ventrac 4520Z tractor, 84" Contour Deck, and Multi Pro 1750 sprayer using a lease-purchase agreement. Council member McCarty seconded. Motion carried.

HILLSBORO FORD INVOICES: Administrator Stiles reviewed invoices from Hillsboro Ford totaling \$2088.13. Council member McCarty motioned to approve payment. Council member Loewen seconded. Council member Beye abstained. Mayor Thurston voted in favor. Motion carried.

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

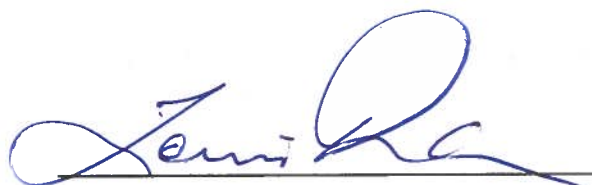
- Sewer Repairs
- Plats
- Marion Reservoir
- Brush Truck
- Mirror Meeting
- Open Positions

10. PUBLIC COMMENTS: None.

11. COUNCIL COMMENTS: Council member McCarty suggested considering a golf membership discount for city employees and noted it could increase the number of members and would be similar to the benefit with Infinity Fitness.

12. ADJOURNMENT: Council meeting adjourned at 7:56pm.

ATTEST:


LOUIS THURSTON, MAYOR


DANIELLE BARTEL, CITY CLERK