

Hillsboro, Kansas  
November 1, 2022

**1.** The City Council met in regular session via Zoom and in person on Tuesday, November 1, 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; David Lockwood, Sanitation.

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

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

**MINUTES** dated October 18, 2022.

**VOUCHERS** in the amount of \$404,267.07

**WATER DEPARTMENT** chemical purchase approval for caustic soda in the amount of \$12,320.

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

**5. PUBLIC COMMENTS:** None.

**6. DEPARTMENT HEAD ANNUAL REPORT: DAVID LOCKWOOD, SANITATION:** Mayor Lou Thurston welcomed David Lockwood, Sanitation Superintendent. Lockwood highlighted his experience prior being in Hillsboro, as well as the sanitation department's equipment and staff, and his recent and ongoing work with the office staff. He recommended changes to improve the recycling center. Lockwood also provided an estimate of \$150,000 for a used trash truck to replace the backup truck. The Council thanked Lockwood for his report, and for he and his staff's good work.

#### **7. BUSINESS ITEMS**

**POLE ATTACHMENT AGREEMENT:** Administrator Stiles reviewed the pole attachment agreement with Vyve.

Council member Beye motioned to approve the agreement and authorize the Mayor to sign. Council member Loewen seconded. Motion carried.

**EMPLOYEE HANDBOOK:** Administrator Stiles reviewed the proposed adjustment to holidays in the employee handbook which would add the Friday before Easter and a personal day.

Council member McCarty motioned to approve the amendment to add the Friday before Easter and a personal holiday. Council member Driggers seconded. Motion carried.

**DESIGNATION OF KPP ENERGY VOTING MEMBERS:** Administrator Stiles shared that the KPP Energy Annual Members Meeting will be held on December 9, 2022.

Council member Beye motioned to select Mayor Thurston as a voting delegate and Administrator Stiles as a voting alternate. Council member McCarty seconded. Motion carried.

**HILLSBORO FORD INVOICES:** Administrator Stiles highlighted the invoices for approval from Hillsboro Ford. Council member McCarty motioned to approve payment for the invoices. Council member Loewen seconded. Council member Beye abstained. Motion carried.

**UTILITY LOCATOR EQUIPMENT NEEDED:** Administrator Stiles shared an estimate from EGW Utilities for a utility locator replacement for \$11,567. The purchase would be split evenly between the water and sewer department's capital improvement funds.

Council member Loewen motioned to approve the purchase of the utility locator as quoted by EGW Utilities Inc. Council member McCarty seconded. Motion carried.

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

- Sewer Cleaning and Inspection
- Dashboard Report
- Senior Government Class Presentations
- Electric Rate Study

- KDOT Cost Share Grant
- Planning Commission
- Vacation

Mayor Thurston shared his congratulations to the lady Trojans volleyball team.

**10. PUBLIC COMMENTS:** None.

**11. COUNCIL COMMENTS:** Council member Beye felt Trick or Treat Main Street was well attended. Council member McCarty stated that many citizens wanted to share their thanks for repairing the street.

**13. ADJOURNMENT:** Council meeting adjourned at 7:13pm.

ATTEST:

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LOUIS THURSTON, MAYOR

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DANIELLE BARTEL, CITY CLERK