

Hillsboro, Kansas  
September 21, 2021

1. The City Council met in regular session via Zoom and in person, on Tuesday, September 21, 2021 at 4:00pm with Mayor Lou Thurston and Council members Brent Driggers, Renee Gehring, David Loewen and Byron McCarty participating.

2. **Others Participating:** Kimberlyn Gilchrist, City Attorney; Laura Paulus, Hillsboro Free Press; Madeline Reida, Marion County Record; Blake Beye; Rod Funk; Erin; Kaleb Spencer, Shilo Childers & Craig Boese, Water Department employees; Ben Steketee & Matt Hein, Fire Department; Matt Stiles, City Administrator; and Danielle Bartel, City Clerk.

3. **CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 4:00pm.

4. **MINUTES:** Council member Loewen motioned to approve the minutes with a correction to the meeting date to be listed as September 7, 2021 and Council member Driggers seconded. Motion carried.

5. **VOUCHERS:** Council member McCarty motioned to approve vouchers in the amount of \$419,348.98; Council member Driggers seconded. Motion carried.

Administrator Stiles introduced Kaleb Spencer and Shilo Childers, both started with the Water and Sewer Department recently.

6. **PUBLIC COMMENTS:** None.

## 7. BUSINESS

**CHARTER ORDINANCE 22:** Administrator Stiles reviewed Charter Ordinance 22, which would allow the City to designate the city's website as the official city newspaper for publication with a follow-up resolution. Two factors related to the proposed ordinance are the cost and the timing of legal publications. Council member Driggers motioned to approve Charter Ordinance 22 and authorize the Mayor to sign. Council member Gehring seconded. All charter ordinances require a 2/3 majority vote of the governing body, including the Mayor's vote. The Council was polled for each member's vote: Council member Driggers, yes; Council member Gehring, yes; Council member McCarty, yes; Council member Loewen, yes; Mayor Thurston, yes. Motion carried 5-0.

**KDOT GRANT APPLICATION SUBMISSION:** Administrator Stiles highlighted two projects as previously submitted for a KDOT Cost Share Grant. He inquired if the Council would like to apply for either or both projects: complete Adams Street from 1<sup>st</sup> to A Street and/or Commerce Street from Industrial to the wrap around on Santa Fe. Council member Driggers motioned to submit an application for KDOT's cost share grant at a match of 20% for the Adams street project, and to delay an application for the commercial project for one year. Council member Gehring seconded. Motion carried 3-1.

Administrator Stiles introduced Craig Boese who also started with the Water and Sewer Department recently, but was unable to be present at the beginning of the Council meeting.

**CBK INC AGREEMENT:** The City has over \$80,000 in uncollected debt, many of which are years past due. Administrator Stiles stated the City will work with customers who struggle to pay, and only those who don't work with the City will be sent to CBK for collections after months of no communication. Council member McCarty motioned to approve the agreement with CBK and authorize the Mayor to sign. Council member Loewen seconded. Motion carried 4-0.

**BRUSH TRUCK BIDS:** The next piece of equipment on the Fire Department replacement schedule is a brush truck unit. Ben Steketee and Matt Hein presented details on the recommended piece of equipment and noted expected delivery in 2023. Council member McCarty motioned to approve the bid from Hays Fire and Rescue in the amount of \$242,562.72. Council member Driggers seconded. Motion approved 4-0.

**TRANSFORMER RESTOCK:** Administrator Stiles stated a 300 KVA Transformer has been used and the Electric Department needs to order another to have one on hand. Council member McCarty motioned to approve the order for the transformer restock; Council member Loewen seconded. Motion approved 4-0.

**VOTING DELEGATES FOR LKM:** The annual meeting is October 11 and the City can have two voters. Council member Gehring motioned to select Mayor Thurston and Administrator Stiles as voting delegates and City Clerk Bartel as an alternate voting delegate. Council member Loewen seconded. Motion carried.

**ELCON INVOICES TOTALING \$752.31:** Administrator Stiles reviewed the recent Elcon invoice. Council member Driggers motioned to approve payment of the invoices; Council member Loewen seconded. Council member Gehring abstained. Motion approved 3-0 with Council member Gehring abstaining.

Council member Driggers motioned that the City Council 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 15 minutes. The meeting will include the City Administrator and the City Attorney. The open meeting will resume at 5:00pm. Council member McCarty seconded. Motion carried.

The Council recessed into an Executive Session at 4:45pm with Administrator Stiles and City Attorney Kimberlyn Gilchrist participating.

The Council meeting resumed at 5:00pm. No action was taken during the executive session.

**8. BOARD APPOINTMENTS:** None.

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

- Arts & Crafts Fair
- KPP Fall Planning Summit
- Strategic Plan Document
- Rate Training at KMU
- 128 S. Main
- KPP Bill
- Health Insurance Savings Report

**10. COUNCIL COMMENTS:** Council member Loewen inquired about moving Council meetings in November, December and January to later in the evening to accommodate his coaching schedule.

**11. ADJOURNMENT:** Council meeting adjourned at 5:14pm.

ATTEST:

  
LOUIS THURSTON, MAYOR

  
DANIELLE BARTEL, CITY CLERK