

Hillsboro, Kansas
January 2, 2008

1. The city council met in special session on Tuesday, January 2, 2008 at 4:00 p.m. in council chambers with Mayor Delores Dalke and Council members Shane Marler, Byron McCarty, Bob Watson & Shelby Dirks present.
2. Others Present: Don Ratzlaff, Hillsboro Free Press; Ben Steketee, Fire Chief/Building Inspector; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk. Absent: City Attorney Dan Baldwin
3. **CALL TO ORDER** – Mayor Delores Dalke called the meeting to order at 4:00 p.m.
4. **PUBLIC COMMENTS** – none
5. **MINUTES** – The minutes of the 12-18-07 regular meeting were approved as distributed.
6. **VOUCHERS** – Motion was made by Council member Watson and seconded by Council member Marler to approve the vouchers in the amount of \$145,044.44. Motion carried unanimously.
7. **BEN STEKETEE – ANNUAL FIRE REPORT** – The members of the fire department have a combined 222 years of service. In the past year, there were 55 fire runs and 30 drills. Fire Chief Steketee said he emphasizes safety, not recklessness. Jason Plett has completed his Firefighter One course, and is taking the EMT class. He also received an award for attending the most training sessions & fire runs. Together, Joe Alvarez & Mike Duerksen have 62 years of experience on the fire department. Gerald Ollenburger has been treasurer of the Firemen’s Relief Association for many years; and, he attends almost every drill. Todd Helmer is working with a group to establish a county-wide training facility. Fire Chief Steketee felt Hillsboro needs a second ambulance and a rescue truck. He asked that council keep the need for a larger fire station in the foreground as they plan and project the budget. The townships plan to purchase a new pumper. Most of the firemen have been trained on rescue equipment. The council and mayor thanked the fire department for their service & dedication.
8. **REIMER REIMBURSEMENT** – Albert Reimer entered into a land purchase contract earlier this year with the intent to purchase two acres in the new Hillsboro Business Park. A deposit of \$1,000.00 was placed on the property and deposited in escrow with Hannaford Abstract & Title Company. We have received a request from Mr. Reimer that the contract be voided. His letter includes a sentence that gives the city an option to keep or return the funds in escrow. The city did incur some expenses through this process, and there may be a termination fee from Hannaford Abstract & Title Company. After discussion, motion was made by Council member Dirks and seconded by Council member Marler to return Mr. Reimer’s earnest money less the termination fee from Hannaford Abstract. Motion carried unanimously.

9. PHONE SYSTEM REPLACEMENT – The phone system at City Hall was installed in the 1980's, and there is no one who will service it. City Administrator Paine said that when he was in Concordia, he had the phone system replaced by The Phone Connection in Salina with very satisfactory results. He asked them to make a proposal for Hillsboro. The proposal includes:

- Replacing the main phone switches at City Hall & Police Department;
- Setting up a wireless phone network for offices at the Museum, Golf Course & Sports Complex; and, a wireless network serving the water plant, Street Department & Electric Department;
- Eliminating several stand alone DSL internet services and combining them into the City Hall/Police Department accounts;
- The system integrates our existing cell phone services by allowing direct transfer of calls to our staff in the field.

The proposed system has been quoted at \$24,188.00. The wireless connections were proposed at \$9,233.00. This does not have to be all done at the same time. City Administrator Paine requested no action at this meeting. He wanted council to be aware of the problem and possible solution. Council discussed prioritizing projects.

10. COUNCIL RETREAT – STRATEGIC PLANNING – UTILITY RATE REVIEW – The following schedule was set:

Tuesday, January 8th – noon, Strategic Planning
Wednesday, January 9th – 4:00 p.m., Second Session
Monday, January 14th – 4:00 p.m., Utility Rate Review
No Council Meeting – January 15th
Tuesday, January 22nd – 4:00 p.m., Council Meeting
Wednesday, February 6th – 4:00 p.m., Council Meeting

11. BOARD APPOINTMENTS – deferred

12. ENGINEER'S REPORT – deferred

13. COPY MACHINE – Earlier this year, the lease contract for the office copier expired. The contract continues as a rental. We can upgrade the copier at a lower fee. City Administrator Paine recommended replacing the copier with a Xerox black & white 5632 at \$281.00 per month. After discussion, motion was made by Council member Marler and seconded by Council member McCarty to authorize the city administrator to replace the existing photocopier with the Xerox WC 5632 black & white printer. Motion carried unanimously.

14. FOLLOW-UP FROM PREVIOUS MEETINGS –

Elcon Parking Request – Elcon Services has asked that the 30-minute parking restriction be removed at the corner of Ash & First Street. Mayor Dalke said that when Ash Street was redone years ago, the state did not allow parking anywhere on the east side of Ash. The 30-minute restriction was added when John Beltz had a retail business in this building. Mayor Dalke said she had received numerous complaints about the pick-up being parked at this location because it is hard to see traffic if someone is turning off First Street onto Ash. Elcon is planning to move. After further discussion, council decided that the police department should enforce the 30-minute parking restriction.

15. CITY ADMINISTRATOR’S REPORT – The city has received a trade area map from Buxton. A conference call will be held tomorrow morning so they can answer questions we may have about the map.

Mayor Dalke said she was pleased to see that the sales tax revenue has increased over last year, especially with the loss of McDonald’s.

16. ADJOURNMENT – Motion was made by Council member Marler and seconded by Council member Watson to adjourn at 5:20 p.m. Motion carried unanimously.

DELORES DALKE, MAYOR

ATTEST:

JANICE K. MEISINGER, CITY CLERK