

Hillsboro, Kansas
October 2, 2007

1. The city council met in regular session on Tuesday, October 2, 2007 at 4:00 p.m. in council chambers with Council members Shelby Dirks, Bob Watson, Byron McCarty & Shane Marler present. Absent: Mayor Delores Dalke.

2. Others Present: Don Ratzlaff, Hillsboro Free Press; Josie Bartel, Hillsboro Star Journal; Bob Previtera, Reiss & Goodness Engineers; Mark Pankratz, 218 N. Adams; Dan Baldwin, City Attorney; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk.

3. CALL TO ORDER – Council president Shelby Dirks called the meeting to order at 4:03 p.m.

4. PUBLIC COMMENTS – Mark Pankratz met with council to discuss water flooding problems on North Adams. The Water Department was flushing a fire hydrant recently, and the water was flooding across the street. He felt the ditches should be cleaned out, and the culverts increased to handle water during a hard rain. He was also concerned about the condition of the road, especially with future bus traffic. City Administrator Paine said he had discussed some of these issues with the street superintendent.

5. MINUTES – The minutes of the 9-18-07 regular meeting were approved as distributed.

6. VOUCHERS – Motion was made by Council member Marler and seconded by Council member Watson to approve the vouchers in the amount of \$62,658.79. Motion carried unanimously.

7. APPROVE HILLSBORO BUSINESS PARK (REVISED) FINAL PLAT – After the first approval of the final plat of Hillsboro Business Park, the city has been working with two developers. Adjustments have been made to Reserve A and lots 1, 2 & 3, block 1. The cul-de-sac has been taken out; the street has been aligned with Washington and opens onto Highway 56. Plus, the east boundary has been moved farther onto property the city already owns. The revised plat was taken back before the planning commission. City Administrator Paine, as zoning administrator, has the authority to say that the plat has not substantially changed from the preliminary plat, which means we do not have to go back to “square one”. The planning commission agreed with his determination, and has recommended approval to the city council. Mr. Previtera said the increase in Reserve A will allow more runoff to be handled. The additional area to the east will need to be rezoned. Motion was made by Council member Watson and seconded by Council member Marler to approve the revised final plat. Motion carried unanimously.

8. AUTHORIZE CITY ADMINISTRATOR TO PROCEED WITH ENGINEERING DESIGN FOR HILLSBORO BUSINESS PARK – Motion was made by Council member Marler and seconded by Council member Watson to authorize

City Administrator Paine to proceed with the engineering design for Hillsboro Business Park. Motion carried unanimously.

9. AUTHORIZE CITY ADMINISTRATOR TO NEGOTIATE FOR ANNUAL LEASE OF SKID LOADER – The existing lease on the skid loader is for one year with Baystone Leasing. This is set up with either a balloon payment to purchase the unit, or replace it with a new unit. Street Superintendent Dale Dalke would like to add a two speed transmission so it is easier to drive on the roadway. This would add \$150.00 to the lease payment. Motion was made by Council member McCarty and seconded by Council member Watson to authorize City Administrator Paine to negotiate the annual lease of the skid loader. Motion carried unanimously.

10. AUDIT AND SINGLE AUDIT PROPOSAL – City Administrator Paine explained the difference between the audit and single audit. The city has been with Swindoll, Janzen, Hawk & Loyd for the past three years, and council is very happy with the job they have been doing. Motion was made by Council member Watson and seconded by Council member McCarty to accept the proposal for the audit for the next three years. Motion carried unanimously.

11. INVOICE – CARROTHERS CONSTRUCTION – We have been holding the last payment to Carrothers Construction until the final work has been completed. The items on the second punch list have been completed; and, City Administrator Paine recommended payment of the final \$10,000.00. Nancy Ronto, Burbach Aquatics, has signed off on the pay estimate (#12). Motion was made by Council member Marler and seconded by Council member Watson to approve payment of pay estimate #12 to Carrothers Construction in the amount of \$10,000.00. Motion carried unanimously.

12. ENGINEER'S REPORT – Mr. Previterra said he had been asked to look at three drainage areas: (1) Birch Street; (2) West Winds/Floral Drive; and, (3) between “D” & “E” Street on Wilson. He said it was the intent of these studies to find out what is going on and to see where we go from here. There are concerns about the Adobe House and how high the floodwaters get in that area. In 1995, the city constructed storm water drainage improvements in Birch Street from “D” To “B” and in “D” Street from Birch east approximately 150’ to an existing box culvert under “D” Street that leads to the north of two ponds by the Adobe House. The purpose of this project was to collect the storm water runoff that accumulates at the low spot in Birch Street at the north side of the house located at 410 S. Birch. Prior to the constructed improvements, water would collect at the low spot and be diverted east into a concrete drainage channel that lies around the north and east sides of the lot at 410 S. Birch. It then goes from an open channel into an underground 36” concrete pipe under the car lot south of the house. This pipe leads to the box culvert under “D” Street. Since the new inlets placed in front of the house at 410 S. Birch are in a sump condition, it was decided to connect the back of the east inlet to the existing concrete channel so that if the new pipes were full to capacity, additional storm water could be diverted to the concrete channel to act as an overflow channel. Mr. Previterra said the existing condition of the concrete channel is not easily observed because it is so overgrown with vegetation. The channel would carry more water if it

was cleaned out and maintained for drainage purposes. There were also five storm water manholes constructed as part of the 1995 project. They have been buried by a street chip & seal project. Mr. Previtiera suggested that the city expose the lids so we can inspect the condition of the manholes and the pipes to check for any obstructions.

Silting has occurred in the ponds by the Adobe House, which slows down the water. The north pond has a metal grate control structure that is covered in debris. As a short-term solution, a baffle could be placed around this structure to keep the debris from collecting on it. The south pond has a 12" pipe control system that probably should be designed larger. The overflow area is at the southwest corner and is not very efficient. The Scout House has had flooding in the basement, and Mr. Previtiera felt it was probably built too low. A retaining wall could be built around the patio with a sump pump, but that would cause other problems.

There is run off from 80 acres coming into this area. The vegetation around the south pond should be cleaned out, and the pipe structure & spillway also need to be redone. The west bank of the north pond is very steep, and this makes it hard to control the vegetation around it. It should have a better grade for easier maintenance.

West Winds Development/Floral Drive – Mr. Previtiera felt a ditch and culvert system should be developed along the gravel road to intercept water and drain it south across "D" Street. The alley behind the Legion should also have deeper ditches.

Area between "D" & "E" on Wilson Street – Mr. Previtiera said this was a flat area with a high spot in the middle. Both sides could be sloped to help water drain away.

13. FOLLOW-UP FROM PREVIOUS MEETINGS – All items were deferred.

14. CITY ADMINISTRATOR'S REPORT –

Street Chip & Seal – We are in the process of obtaining a price quote from APAC for a chip & seal on the streets.

Building Inspector - City Administrator Paine has been conducting interviews for the building inspector position.

Water Rates – The city received a letter from KDHE wanting us to review our water rates. Ranson Financial will be assisting us with this and will be using a model developed by Boise State University.

Copy Machine – There are issues with the copy machine lease that we will need to deal with sooner than we expected.

Vehicle Replacement – City Administrator Paine has received information from staff on vehicles in their respective departments regarding age, value, life expectancy, etc. This

information will be used to develop a replacement schedule. City Administrator Paine warned council that this would be “scary”.

AMPI – City Administrator Paine is continuing to work on the specs for the repair to the AMPI building. He may contact the structural engineer who did the inspection for assistance.

15. ADJOURNMENT – Motion was made by Council member Watson and seconded by Council member Marler to adjourn at 5:40 p.m. Motion carried unanimously.

DELORES DALKE, MAYOR

ATTEST:

JANICE K. MEISINGER, CITY CLERK