

Hillsboro, Kansas  
November 20, 2007

1. The city council met in regular session on Tuesday, November 20, 2007 in council chambers with Mayor Dalke and Council members Shane Marler, Byron McCarty, Shelby Dirks & Bob Watson present.
2. Others Present: Jessey Hiebert, Assistant Police Chief; Susan Berg, Hillsboro Star Journal; Dan Baldwin, City Attorney; Don Ratzlaff, Hillsboro Free Press; Gari-Ann Patzwald; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk
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 11-6-07 regular meeting were approved as distributed.
6. **VOUCHERS** – An additional vendor listing, in the amount of \$107,532.11, was also presented for payment. After questions, motion was made by Council member Marler and seconded by Council member Watson to approve the vouchers as follows: Manual Checks \$48,050.18 + \$44,433.75 Computer Checks + \$107,532.11 Additional Vendor Listing = Total \$200,016.04. Motion carried unanimously.
7. **LEAGUE SERVICE AWARD – JESSEY HIEBERT** – Mayor Dalke presented Jessey Hiebert with a 10-year service award and thanked him for his years of service with the city.
8. **POLICY REVIEW – SNOW REMOVAL** – City Administrator Paine said that this ordinance reestablishes the information in Policy No. 7 and adds the requirement for businesses to remove snow from sidewalks shortly after the conclusion of the snow fall. It is not the city's intention to go out looking for violators. The problem will come from empty buildings or tenants that are not around. Motion was made by Council member Marler and seconded by Council member Dirks to approve Ordinance 1159 – (AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS, CREATING CHAPTER XV-A (15-A) AS A SUPPLEMENT TO CHAPTER XV OF ORDINANCE 1020, COMMONLY KNOWN AS THE CODE OF THE CITY OF HILLSBORO, KANSAS, 2000, RELATED TO THE REMOVAL OF SNOW AND ICE FROM CITY STREETS AND SIDEWALKS WITHIN THE CORPORATE LIMITS OF THE CITY). Council was polled with the following vote: Marler, yes; McCarty, yes; Dirks, yes; Watson, yes. Motion carried unanimously.
9. **POLICY – UTILITY BILL INSERTS** – City Administrator Paine proposed the following: It shall be the policy of the City of Hillsboro to include bill stuffers with the utility bill only if they represent activities of the City of Hillsboro or interests of the corporate affairs of City of Hillsboro. No bill stuffers will be permitted for any other

organization or event. After discussion, motion was made by Council member Dirks and seconded by Council member McCarty to approve this policy. Motion carried unanimously.

**10. NOTICE OF BUDGET AMENDMENT** – City Administrator Paine recommended that we set a budget amendment hearing for Tuesday, December 18<sup>th</sup> at 4:00 p.m. to adjust the Capital Improvement Fund due to the Adams Street Project. Mayor Dalke asked that the receipts for the transient guest tax also be reviewed to see if the Convention & Tourism Fund could be paid more money. Motion was made by Council member Dirks and seconded by Council member Marler to set a public hearing for December 18, 2007 to amend the 2007 budget. Motion carried unanimously.

**11. BOARD APPOINTMENTS** – none

**12. ENGINEER'S REPORT** – none

**13. FOLLOW-UP FROM PREVIOUS MEETINGS** – Items 1 & 4 will be removed from the list (snow removal ordinance & utility bill inserts).

**14. CITY ADMINISTRATOR'S REPORT** –

*HCMC Lease Purchase CT Equipment* – Mayor Dalke said she had received a request from the hospital to sign a document as property owners because the hospital is going to lease new CT equipment. This document states that we will not try to sell the equipment, etc. that is being leased. Motion was made by Council member Watson and seconded by Council member Marler to approve the mayor signing this document. Motion carried unanimously.

*Lot 12 Hillsboro Heights* – Mayor Dalke told council that we had a potential buyer for Lot 12, Block 5 in Hillsboro Heights. A survey needs to be ordered so the potential buyer knows where the boundaries are. Motion was made by Council member Dirks and seconded by Council member Marler to approve ordering the survey. Motion carried unanimously.

*Building Inspector* – Ben Steketee began work yesterday as building inspector.

*Water Meter Taps* – City Administrator Paine had Morgan put together information on the cost for meter taps. We are not charging enough to cover our costs. This is the same with some of the new commercial electric services. Fees would need to be changed by ordinance.

Mayor Dalke gave a brief report on the sessions she attended at the National League of Cities meeting last week in New Orleans.

*Drainage – Peter Paul Loewen House* – Mayor Dalke felt the drainage issues involving the Peter Paul Loewen House and at the Scout House could be resolved by city crews. This should be back on their list so it can be taken care of before next spring.

*Parking – Adams & “C”* – Council member Marler said he felt there was a safety issue with parking at Adams & “C” Streets. Students are parking up to the corner, and it makes it hard for people to see at this intersection. City Administrator Paine said this area could be painted yellow for no parking next to intersection.

**15. ADJOURNMENT** – Motion was made by Council member Marler and seconded by Council member Dirks to adjourn at 4:43 p.m. Motion carried unanimously.

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DELORES DALKE, MAYOR

ATTEST:

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JANICE K. MEISINGER, CITY CLERK