

Hillsboro, Kansas
February 6, 2008

1. The city council met in special session on Wednesday, February 6, 2008 at 4:00 p.m. in council chambers with Mayor Delores Dalke and Council members Shane Marler, Byron McCarty, Shelby Dirks & Bob Watson present.

2. Others Present: Dan Baldwin, City Attorney; Clint Seibel, Executive Director of Hillsboro Development Corporation; J.T. Klaus, Triplett, Woolf & Garretson; Don Ratzlaff, Hillsboro Free Press; Jim Kohman, EBH Engineers; Bob Previterra, Reiss & Goodness Engineers; Terry Hill; Mark Pankratz; Larry Paine, City Administrator; and, Glenda Stoppel, Deputy City Clerk

3. **CALL TO ORDER** – Mayor Dalke called the meeting to order at 4:00 p.m.

4. **EXECUTIVE SESSION – DISCUSSIONS RELATED TO ATTORNEY/CLIENT PRIVILEGE & PRELIMINARY DISCUSSION REGARDING THE POSSIBLE ACQUISITION OF LAND** – Motion was made by Council member Dirks and seconded by Council member Watson to recess into executive session at 4:00 p.m. for 60 minutes to discuss attorney/client privilege & acquisition of land. Motion carried unanimously. Also present in executive session: City Attorney Dan Baldwin, City Administrator Larry Paine, Clint Seibel & J.T. Klaus. At 6:00 p.m., motion was made by Council member McCarty and seconded by Council member Marler to extend the executive session an additional fifteen minutes. Motion carried unanimously. The council meeting resumed at 5:24 p.m. No action was taken.

5. **PUBLIC COMMENTS** – none

6. **MINUTES** – The minutes of the 1-22-08 special meeting were approved as distributed.

7. **VOUCHERS** – Motion was made by Council member Dirks and seconded by Council member Marler to approve the vouchers as follows: \$40,321.38 Manual Checks + \$42,525.04 Computer Checks + \$15,300.00 HCMC reimbursement = \$98,146.42. Motion carried unanimously.

8. **WASTEWATER TREATMENT PLANT – KDHE – LOAN AGREEMENTS** – Jim Kohman, EBH Engineers, explained the process of the loan agreements.

Motion was made by Council member Dirks and seconded by Council member Watson to approve the First Amendment to the Loan Agreement. Motion carried unanimously. This amendment provides temporary financing of design construction costs for the project, and it is anticipated RD grant and loan funding will be provided to prepay this loan prior to 3/1/2011.

Motion was made by Council member Marler and seconded by Council member Dirks to approve the following ordinance: *AN ORDINANCE AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO THE LOAN AGREEMENT BETWEEN THE CITY OF HILLSBORO, KANSAS AND THE STATE OF KANSAS, ACTING BY AND THROUGH THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT FOR THE PURPOSE OF OBTAINING A LOAN FROM THE KANSAS WATER POLLUTION CONTROL REVOLVING FUND FOR THE PURPOSE OF FINANCING A WASTEWATER TREATMENT PROJECT; ESTABLISHING A DEDICATED SOURCE OF REVENUE FOR REPAYMENT OF SUCH LOAN; AUTHORIZING AND APPROVING CERTAIN DOCUMENTS IN CONNECTION THEREWITH; AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION WITH THE FIRST AMENDMENT TO THE LOAN AGREEMENT.* Council was polled with the following vote: Marler, yes; McCarty, yes; Dirks, yes; Watson, yes. Motion carried unanimously. The ordinance was assigned No. 1161.

City Attorney Baldwin will forward the Opinion of Counsel letter.

9. APPROVE TRAFFIC CONTROL PLAN – ELEMENTARY SCHOOL CONSTRUCTION – The upcoming construction at the elementary school will pose a safety problem with traffic in the mornings and after school. The front doors of the school will be shut down during construction causing students and personnel to enter and exit from the doors located on the west side of the school. There would be as many as thirty construction vehicles parked on “A” Street (west of the school) further congesting traffic on “A” Street. The proposal is to route the drop off traffic along the alley (northbound) on the west side of the school. The school district is willing to dump material in the alley to help prevent problems caused by the excess traffic.

Council would need to give permission to use this alley and set a speed limit during the construction process. Mayor Dalke said, in the future, she would like the council to consider posting speed limit signs in alleys across town.

Motion was made by Council member Watson and seconded by Council member Marler to designate the alley on the west side of the elementary school one way, northbound, until September 1, 2008. Motion carried unanimously.

Motion was made by Council member Marler and seconded by Council member Watson to set the speed limit at 10 mph on the alley west of the elementary school until September 1, 2008. Motion carried unanimously.

Motion was made by Council member McCarty and seconded by Council member Marler to erect stop signs in the following locations: (1) Wilson & First (northbound on Wilson); (2) First & Wilson (eastbound on First); and, (3) First & Wilson (westbound on First) until September 1, 2008. Motion carried unanimously.

10. NOISE ORDINANCE – Council decided to strike out the wording “between the hours of 11:00 p.m. and 7:00 a.m.” on Section 2 – Stereos, Etc of the noise ordinance.

Motion was made by Council member Marler and seconded by Council member McCarty to approve the following ordinance, contingent upon the “between the hours of 11:00 p.m. and 7:00 a.m.” correction – *AN ORDINANCE OF THE CITY OF HILLSBORO, KANSAS ADDRESSING UNNECESSARY LOUD NOISES WITHIN THE CITY LIMITS*. Council was polled with the following vote: Marler, yes; McCarty, yes; Dirks, yes; Watson, yes. Motion carried unanimously. The ordinance was assigned No. 1162.

11. BOARD APPOINTMENTS – deferred

12. ENGINEER’S REPORT –

HILLSBORO BUSINESS PARK – Bob Previterra is planning to meet with City Administrator Paine on Friday. The city needs to determine the final phasing for the Hillsboro Business Park. The next step is to put the specs together and bid the package together. They also discussed issues with Washington Street as part of the project.

FLOOD PLAIN MAP – FEMA has received the information, and it will take 30-60 days to complete the review.

13. FOLLOW-UP FROM PREVIOUS COUNCIL MEETINGS –

- 1) Economic Development Policy – deferred
- 2) AMPI – deferred
- 3) Drainage (West Winds & Park) – deferred
- 4) Electric Rate Review – A work session has been scheduled later in the month
- 5) Water Rate Review – A work session has been scheduled later in the month
- 6) Sewer Rate Review – A work session has been scheduled later in the month
- 7) Utility Write-off of Accounts Receivable – Information has been sent to the state within the last month. There are some issues with the accounting system recognizing the write-offs.
- 8) Buxton – They are planning to send a list of companies via e-mail in the next couple of days. A marketing class at Tabor is planning to discuss this topic as a semester project. City Administrator Paine will attend their class next Tuesday.

14. CITY ADMINISTRATOR’S REPORT -

Street Department Employee – Council concurred with City Administrator Paine’s request to add a maintenance worker position in the Street Department.

Water Department Staff – There is currently an employee in the Water Department who has had some health issues involving workman’s comp. Council concurred with City Administrator Paine’s request to move this person’s position to the General Fund in order to open up space in water construction.

City Attorney Baldwin left council chambers at 6:07 p.m.

Overhead Door @ AMPI – There is an overhead door at AMPI that needs to be reinstalled. It will cost less than \$1,000.00 to replace the overhead door.

Electric System Mapping – Olsen & Associates, a company that has a contract agreement with KPP, would perform mapping of the city’s electric system for approximately \$4,300.00. The city would qualify for this rate because of KPP membership. This would be beneficial in the event of a disaster so that there would be a record of where there were previous electric lines. Council concurred with this expenditure.

15. ADJOURNMENT – Motion was made by Council member Marler and seconded by Council member McCarty to adjourn the meeting at 6:14 p.m. Motion carried unanimously.

DELORES DALKE, MAYOR

ATTEST:

GLENDAL STOPPEL, DEPUTY CITY CLERK