

Hillsboro, Kansas
March 18, 2008

1. The city council met in regular session on Tuesday, March 18, 2008 at 4:00 p.m. in council chambers with Mayor Delores Dalke and Council members Bob Watson, Shelby Dirks, Byron McCarty & Shane Marler present. Absent: City Attorney Dan Baldwin.
2. Others Present: Jonah Kliewer & Sharon Boese, Hillsboro Tree Board; Susan Berg, Hillsboro Star Journal; Don Ratzlaff, Hillsboro Free Press; Clint Seibel, HDC & HVI; Jules Glanzer, Tabor College President; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk
3. **CALL TO ORDER** – Mayor Dalke called the meeting to order at 4:00 p.m.
4. Public Comments – none
5. **MINUTES** – The minutes of the 3-4-08 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 \$104,300.42. Motion carried unanimously.
7. **JONAH KLIEWER – TREE BOARD – DOWNTOWN PARK** – Jonah Kliewer & Sharon Boese presented a proposal/sketch plan of a downtown park in the area north of the post office on land that the city owns, with the exception of the south 20-25 feet that is still owned by the Kiwanis Club. Their plan is for this to be a picnic area, and possibly a kick-off point for a walking & biking trail. Their proposal is for two covered areas that would have picnic tables, a brick patio, sidewalks, trees and other plantings. This is something the Tree Board has been working on for the past two years. A name for the park has not yet been suggested. The area going east from this location is open, and would make a good trail if permission could be obtained from the adjacent property owners. Mayor Dalke said she loved downtown parks, and felt they added a lot to the downtown area, plus this would be a friendly gathering area and a big asset to the city. Council members also liked the concept. The Tree Board will obtain cost estimates and bring this back to the governing body.
8. **TABOR COLLEGE PRESIDENT** – Mayor Dalke introduced Jules Glanzer, the new president of Tabor College. She said the city is looking forward to working with Tabor as they celebrate their Centennial this year.
9. **LIQUOR LICENSE – AMERICAN LEGION** – Motion was made by Council member Watson and seconded by Council member Marler to approve the Class A Club Legion license for the American Legion, effective April 1st. Motion carried unanimously.
10. **SEWER CLEANING – MAYER SPECIALTY SERVICES** – Motion was made by Council member McCarty and seconded by Council member Watson to approve a 3-

year contract with Mayer Specialty Services (to continue with the city's sewer line cleaning program). Motion carried unanimously. The price per linear foot for 2008 will be \$.48; \$.52 in 2009, and \$.56 in 2010.

11. HOUSING MONTH PROCLAMATION - Motion was made by Council member Marler and seconded by Council member Watson to approve the proclamation proclaiming the month of April as Fair Housing Month. Motion carried unanimously.

12. EMPLOYEE BENEFITS – Council member McCarty said a couple of years ago, council cut back on employee's vacation time, and he would like to see five days added back for employees who have been with the city over 10 years. He felt that employees who have worked for the city for a long time should be rewarded with something. Council member Watson asked how we compared to other cities. City Administrator Paine said adding vacation at this time would be a "budget buster." The auditors consider this an unfunded liability, and at some point, they will require the city to have a cash reserve in the bank to be able to pay for accrued vacation time employees have not taken. Every year, the League gathers this type of information from cities; and, actually, our salary survey information was completed and e-mailed to the League earlier today, so this information should be available from the League soon. After further discussion, council asked City Administrator Paine to review this information when it becomes available to see where we are short and where we may be better.

13. BOARD APPOINTMENTS – deferred

14. ENGINEER'S REPORT – City Administrator Paine told council that department heads were reviewing the revised drawing for the Hillsboro Business Park.

15. FOLLOW-UP FROM PREVIOUS COUNCIL MEETINGS –

1. Economic Development Policy – This will be brought back at a later date for more discussion.
2. AMPI – City Administrator Paine is working with a structural engineer and will get an estimate for roof repair.
3. Drainage (West Winds & Park) – City Administrator Paine & Dale Dalke are working on this.
4. Electric Rate Review – Worksession after the meeting.
5. Water Rate Review – Worksession after the meeting.
6. Sewer Rate Review – Worksession after the meeting.
7. Buxton – City Administrator Paine is working with Tabor College to identify contacts.
8. Neighborhood Revitalization – City Administrator Paine is working with the county to obtain addresses, ownership & values. Motion was made by Council member Watson and seconded by Council member Marler to set a public hearing for April 15th. Motion carried unanimously.

16. CITY ADMINISTRATOR'S REPORT –

Concessions – Hillsboro Sports Complex – The city sent out requests for bids for a 3-year contract for sales of concessions at the Sports Complex. One bid was received, and it was from the Lions Club. Motion was made by Council member McCarty and seconded by Council member Watson to approve the mayor signing the Contract for Sale of Concessions for the years 2008-2010. Motion carried unanimously.

Visitor Center Ceiling Replacement – Bids were received for ceiling and carpet replacement at the Visitor’s Center. This will be paid out of Capital Improvements Fund as the city has to have a cash match for the grant. Motion was made by Council member Marler and seconded by Council member Watson to accept the bid from Glasgow Construction for ceiling replacement - \$3,550.00, and the bid from Supreme Floor Company for carpet replacement - \$2,440.00. Motion carried unanimously.

Financial Overview – City Administrator Paine gave council a print-out of the city’s financial overview for the period ending 2-29-08.

Water Plant Inspection – City Administrator Paine gave council a copy of KDHE’s inspection report at the water plant. The report was basically good, with a couple of recommendations such as valve exercising and inspection of the small water tower. Mayor Dalke said she would like to see a schedule put together, and that City Administrator Paine watch it to see if it’s getting done. There is an OSHA compliance issue with the small water tower.

Chad Funk – Chad had back surgery this morning and is doing well.

Next Meeting – Council member Watson & Council member Marler will both be out of town on April 1st. Council decided to have the next meeting on Thursday, March 27th at 4:00 p.m. The second meeting in April will be April 15th, the regular meeting date.

17. ADJOURNMENT – Motion was made by Council member Marler and seconded by Council member McCarty to adjourn at 4:52 p.m. Motion carried unanimously.

DELORES DALKE, MAYOR

ATTEST:

JANICE K. MEISINGER, CITY CLERK