

Hillsboro, Kansas
June 3, 2008

1. The city council met in regular session on Tuesday, June 3, 2008 at 4:00 p.m. in council chambers with Mayor Delores Dalke and Council members Shelby Dirks, Byron McCarty, Shane Marler & Bob Watson present.

2. Others Present: Don Ratzlaff, Hillsboro Free Press; Susan Berg, Hillsboro Star Journal; Dan Baldwin, City Attorney; Gari-Anne Patzwald; Bob Previtera, Reiss & Goodness Engineers; Larry Paine, City Administrator; and, Jan Meisinger, City Clerk

3. CALL TO ORDER – Mayor Dalke called the meeting to order at 4:03 p.m.

4. PUBLIC COMMENTS – none

5. MINUTES – The minutes of the 5-20-08 regular meeting were approved as distributed.

6. VOUCHERS – Motion was made by Council member Watson and seconded by Council member Dirks to approve the vouchers in the amount of \$152,912.51. Motion carried unanimously.

7. SET DATE FOR JOINT MEETING WITH PLANNING COMMISSION – Motion was made by Council member Watson and seconded by Council member Marler to set a joint meeting with the planning commission and city council to discuss the Comprehensive Plan, Subdivision Regulations & Zoning Ordinance on Thursday, July 17th at 7:00 p.m. Motion carried unanimously.

Motion was made by Council member Marler and seconded by Council member Watson to set a work session to hear 2009 budget requests from the city's boards and commissions on Thursday, June 12th at 7:00 p.m. Motion carried unanimously.

8. REVIEW OF BUDGET CALENDAR – Council reviewed the 2009 budget calendar. City Administrator Paine is already working with the department heads. We will not receive information from the county until after July 1st.

9. ENGINEER'S REPORT – WEST WINDS – Bob Previtera, Reiss & Goodness Engineers, delivered the West Wind Drainage Study. A watershed of 65 acres drains into the undersized pipe at Oak Street. The pipe, flowing full, handles less than 5 cu feet per second. The pipe should be able to carry 100 cubic feet per second. Bob's basic summary of facts are: The streets constructed as part of the West Wind's development, being Pine from "B" to "C", "C" Street from Pine to Oak, and Oak Street from "C" to "D" were not constructed in harmony to the natural drainage patterns. Working in conjunction with each other, they are effectively one long dam. Although dams are usually thought of as providing protection, this has the opposite effect. Before this street system was developed, water was able to get away quicker and more uniformly. Now,

due to lack of positive slopes in the ditches, undersized outlet structure(s) and a street that acts as a dam, water is forced to rise until it finds a section of road it can topple, that being Oak Street between “C” and “D”. Oak Street is basically level from north to south, and Mr. Previterra assumed it flooded the entire road.

Bob’s observations/preliminary recommendations:

- 1) The outlet structure at “D” and Oak needs to be enlarged. The 15” culvert is way undersized. It is already contemplated to enlarge the pipe and divert some of the flows to the south side of “D”. Eventually, a retention pond needs to be constructed near the northwest corner of “D” and Oak as previously noted in the first West Winds drainage study. A pond would allow existing ditches to be reworked with grades that will drain to the water, where the water can be retained to be released at a rate to work in conjunction with the new outlet culvert to be placed under “D” Street. In the meantime, the ditch on the west side of Oak can be widened, deepened, being made possible by the lowered position of the proposed outlet structure. Plus, a ditch needs to be developed on the east side of Oak.
- 2) Since all the natural runoff is a result of sheet flows, it does not become concentrated before contacting the street ditches. There is no obvious location to contemplate a retention pond west of Pine and Hickory, north of “C” Street. A retention pond would need to work in conjunction with proposed development west of existing streets.
- 3) The curb & guttering of Oak, “C”, Pine & Hickory will not be possible without the development of one or more retention ponds and extensive storm water sewers being constructed. Again, this can’t be easily anticipated without knowing how the area west is to be developed.
- 4) Since there are no existing homes requiring access from Pine Street or “C” Street west of Oak, maybe those streets and adjoining lots could be vacated as part of a total re-development of those areas and areas west. Street and lot patterns could be designed to better work with the natural lay of the land instead of working against it. However, this may require the rerouting or abandonment of some existing infrastructure.

This water does not end up in the pond by the museum; it flows toward and through the golf course by the park. It was suggested that the new subdivision regulations be reviewed to make sure they require drainage studies during the planning stage. After further discussion, council asked Mr. Previterra for an accurate estimate for the Oak/”D” Street areas as an extension of the drainage study.

Airport Grant – Mr. Previterra said he had the groundwork done for the airport improvements. He asked if council wanted to negotiate for this to save 30-45 days vs asking for bids. City Administrator Paine said he would call KDOT about this.

10. BOARD APPOINTMENTS – deferred

11. FOLLOW-UP FROM PREVIOUS COUNCIL MEETINGS –

- 1) AMPI – The engineer is still working on this.
- 2) Drainage – See paragraph #9
- 3) Buxton – A meeting has been scheduled next week with the committee to review the list of possible contacts.
- 4) Replace Phone System – City Administrator Paine will make a recommendation at the next meeting.
- 5) Wastewater Treatment Facilities Improvements – The project is moving along. All of the pipe has been installed from the current plant to the lagoons and back.
- 6) Economic Development Policy – This will be discussed at a work session at a future date.

12. CITY ADMINISTRATOR’S REPORT –

Hillsboro Heights – We’ve closed the land that Albert Reimer purchased in Hillsboro Heights.

Code Update – Larry & Jan have been working on the code update. There are 39 “to do” items on the list regarding changes that need to be made.

City’s Financial Advisor – Gold Capital Management has been sold to DeWaay Financial. Larry Kleeman is no longer working for DeWaay. City Administrator Paine recommended that the city sever our relationship with DeWaay and send out a request for proposals from firms that do this type of work. As we proceed with the Hillsboro Business Park development, we will need interim financing and someone in place to set that up. Motion was made by Council member Marler and seconded by Council member Watson to give notice to our existing company that we wish to back out of our contract with 30 days notice, and request bids from all the firms, including the one we are using. Motion carried unanimously. Mayor Dalke said she felt it was important that we retain J.T. Klaus as our bond counsel. City Administrator Paine said we would tell our financial advisor who our bond counsel would be.

EMC Dividend – The city received a dividend in the amount of \$9,524.87 from EMC Insurance Company because of our participation in the KMU Safety Group Insurance Program.

SCKEDD – City Administrator Paine received a copy of the letter SCKEDD sent to the county commissioners. The county’s membership fee to SCKDD is \$2,004.15.

Sales Tax Receipts – The sales tax receipts continue to be greater this year than last year.

KPERS - The 2009 employer rate for KPERS will be 6.54%. The 2008 rate is 5.93%.

Ordinance, RE: Lawn Clippings – Council member Marler asked if anyone had ever looked at adopting an ordinance prohibiting blowing lawn clippings into the street. This is something staff will check on.

13. ADJOURNMENT – Motion was made by Council member McCarty and seconded by Council member Dirks to adjourn at 5:29 p.m. Motion carried unanimously.

DELORES DALKE, MAYOR

ATTST:

JANICE K. MEISINGER, CITY CLERK