

CITY OF HILLSBORO
CITY COUNCIL MEETING

Agenda – Special Meeting - Tuesday, February 6, 2024, at 6:30 p.m.

Zoom Link: <https://us02web.zoom.us/j/81338906250>

- A. Meeting Called to Order
- B. Approval of Consent Agenda
 - 1. Vouchers totaling \$95,763.21
 - 2. Minutes from the January 23, 2024 meeting
- C. Public Comment
- D. Brooke Carroll and James Ging, KPP Energy to discuss PACE Solar Project
 - 1. Consideration of granting an Electrical Generation Utility Easement to KPP Energy
- E. Annual Department Head Report: Avery Unruh, Golf Course
 - 1. Consideration of a proposal to repair the golf club house deck
- F. Business Items
 - 1. Consideration of purchase of transformers from Midwest Electric Transformer Service at cost not to exceed \$126,000
 - 2. Consideration of recommendation to enter Altec queue for a 2026 electric bucket truck
 - 3. Consideration of a proposal for PC replacements from Networks Plus totaling \$10,625
- G. Land Bank Meeting
 - 1. Approval of Minutes
 - 2. Consideration of Bids for 306 W Grand Avenue
- H. Discussion Items
 - 1. Credit Card Fees
- I. City Administrator’s Report
- J. Public Comments
- K. Council Comments
- L. Adjournment

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
34984	1/26/2024	3023	FAMILY HEALTH AMERICA, L.C.			120.25				
34985	1/26/2024	3480	FREEDOM CLAIMS MANAGEMENT INC			1,050.38				
34986	1/26/2024	3390	MARION CO FIRE CHIEFS ASSN			80.00				
34987	1/26/2024	3678	KAITLIN SPENCER			50.00				
* 4999										
5000	1/26/2024	1647	DALE DALKE			102.34			ACH	
5001	1/26/2024	3650	KRISTA RICHERT			334.04			ACH	
* 6101470										
6101471	1/26/2024	1599	ADVANCE INSURANCE COMPANY			284.70			E-PAY	
6101472	1/26/2024	2547	ATMOS ENERGY			93.17			E-PAY	
6101473	1/26/2024	1917	CENTRAL NATIONAL BANK			10.00			E-PAY	
6101474	1/26/2024	3242	CIT			138.09			E-PAY	
6101475	1/26/2024	1071	KS EMPLOYMENT SECURITY FUND			461.45			E-PAY	
6101476	1/26/2024	3529	KS DEPARTMENT OF REVENUE			8,057.87			E-PAY	
6101477	1/26/2024	1142	KS DEPARTMENT OF REVENUE			1,851.63			E-PAY	VOID: INCORRECT PAYMENT METHOD
6101478	1/26/2024	3529	KS DEPARTMENT OF REVENUE			1,361.69			E-PAY	
6101479	1/26/2024	3016	VISION CARE DIRECT			7.94			E-PAY	
6101480	1/26/2024	1504	XEROX CORPORATION			138.88			E-PAY	
6101481	1/26/2024	1504	XEROX CORPORATION			316.31			E-PAY	

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	12,607.11
CLEARED	.00

BANK 4 TOTAL	12,607.11
VOIDED	1,851.63

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	3,863.61	3,863.61	.00	.00
102 LIBRARY	17.45	17.45	.00	.00
105 INDUSTRIAL	124.30-	124.30-	.00	.00
311 UTILITY SALES TAX	8,057.87	8,057.87	.00	.00
618 WATER	589.10	589.10	.00	1,851.63
619 ELECTRIC	1,024.57	1,024.57	.00	.00
620 REFUSE	273.73-	273.73-	.00	.00
621 SEWER	547.46-	547.46-	.00	.00

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				CENTRAL NATIONAL BANK 1599 ADVANCE INSURANCE COMPANY				
240080000264	1	1/26/24	1/08/24	LIFE INSURANCE	42.80	101	101-120-5102 ADMIN EMPLOYEE BENEFITS E-PAYMNT 6101471 1/26/24	1
	2			LIFE INSURANCE	10.70	101	101-510-5102 BLDG INSP-EMPLOYEE BENEFIT E-PAYMNT 6101471 1/26/24	1
	3			LIFE INSURANCE	32.10	619	619-830-5102 ELEC DISTB EMPLOYEE BENEFIT E-PAYMNT 6101471 1/26/24	1
	4			LIFE INSURANCE	21.40	101	101-330-5102 GOLF EMPLOYEE BENEFITS E-PAYMNT 6101471 1/26/24	1
	5			LIFE INSURANCE	50.00	101	101-210-5102 POLICE EMPLOYEE BENEFITS E-PAYMNT 6101471 1/26/24	1
	6			LIFE INSURANCE	10.70	101	101-320-5102 POOL EMPLOYEE BENEFITS E-PAYMNT 6101471 1/26/24	1
	7			LIFE INSURANCE	21.40	620	620-850-5102 REFUSE DISTB EMPLOYEE BENE E-PAYMNT 6101471 1/26/24	1
	8			LIFE INSURANCE	10.70	101	101-340-5102 SPORTS COMPLEX EMP BENEFIT E-PAYMNT 6101471 1/26/24	1
	9			LIFE INSURANCE	42.10	101	101-410-5102 STREET EMPLOYEE BENEFITS E-PAYMNT 6101471 1/26/24	1
	10			LIFE INSURANCE	32.10	618	618-810-5102 WTR DISTB EMPLOYEE BENEFIT E-PAYMNT 6101471 1/26/24	1
	11			LIFE INSURANCE	10.70	618	618-812-5102 WATER PROD EMPLOYEE BENEFIT E-PAYMNT 6101471 1/26/24	1
				INVOICE TOTAL	284.70			
				VENDOR TOTAL	284.70			
				2547 ATMOS ENERGY				
010424	1	1/26/24	1/04/24	UTILITIES	93.17	101	101-320-5280 POOL UTILITIES E-PAYMNT 6101472 1/26/24	1
				INVOICE TOTAL	93.17			
				VENDOR TOTAL	93.17			
				1917 CENTRAL NATIONAL BANK				
013124	1	1/26/24	1/26/24	ELECTRIC NSF FEE REPLENSIH PETTY CASH	10.00	619	619-830-5329 ELECTRIC NSF FEE E-PAYMNT 6101473 1/26/24	1
				INVOICE TOTAL	10.00			
				VENDOR TOTAL	10.00			

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
43958947	1	1/26/24	1/13/24	3242 CIT POLICE PRINTER LEASE	138.09	101	101-210-5301 POLICE COMMODITIES E-PAYMNT 6101474 1/26/24	1
				INVOICE TOTAL	138.09			
				VENDOR TOTAL	138.09			
012624	1	1/26/24	1/26/24	1647 DALE DALKE SAFETY STAR AWARD MEAL	102.34	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	102.34			
				VENDOR TOTAL	102.34			
011724	1	1/26/24	1/17/24	3023 FAMILY HEALTH AMERICA, L.C. ADMINISTRATIVE SERVICES	120.25	101	101-110-5201 LEGISLATIVE CONTRACTUAL SE	1
				INVOICE TOTAL	120.25			
				VENDOR TOTAL	120.25			
911280-202402	1	1/26/24	1/05/24	3480 FREEDOM CLAIMS MANAGEMENT INC DENTAL INSURANCE	192.96	101-2287	101-050-2287 DENTAL PAYABLE	1
	2			DENTAL INSURANCE	26.34-	105-2287	105-050-2287 DENTAL PAYABLE	1
	3			DENTAL INSURANCE	7.79	618-2287	618-050-2287 DENTAL PAYABLE	1
	4			DENTAL INSURANCE	104.08-	619-2287	619-050-2287 DENTAL PAYABLE	1
	5			DENTAL INSURANCE	67.14-	620-2287	620-050-2287 DENTAL PAYABLE	1
	6			DENTAL INSURANCE	2.10	621-2287	621-050-2287 DENTAL PAYABLE	1
	7			HEALTH INSURANCE	1,817.66	101-2294	101-050-2294 HEALTH INS FCMI PAYABLE	1
	8			HEALTH INSURANCE	102.93-	105-2294	105-050-2294 HEALTH INS FCMI PAYABLE	1
	9			HEALTH INSURANCE	453.24	618-2294	618-050-2294 HEALTH INS FCMI PAYABLE	1
	10			HEALTH INSURANCE	317.87-	619-2294	619-050-2294 HEALTH INS FCMI PAYABLE	1
	11			HEALTH INSURANCE	247.51-	620-2294	620-050-2294 HEALTH INS FCMI PAYABLE	1
	12			HEALTH INSURANCE	557.50-	621-2294	621-050-2294 HEALTH INS FCMI PAYABLE	1
				INVOICE TOTAL	1,050.38			
				VENDOR TOTAL	1,050.38			
012624	1	1/26/24	1/26/24	1142 KS DEPARTMENT OF REVENUE 4Q WP-1	955.68	618	618-812-5247 WATER PROD WTR PROTECTION	1

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	2			4Q WP-1	895.95	618	618-812-5263 WATER PROD CLEAN DRINK WTR	1
				INVOICE TOTAL	1,851.63			
				VENDOR TOTAL	1,851.63			
012624	1	1/26/24	1/26/24	3529 KS DEPARTMENT OF REVENUE 4Q USE TAX 2023	1,361.69	619	619-830-5901 ELEC DIST USE TAX E-PAYMNT 6101478 1/26/24	1
				INVOICE TOTAL	1,361.69			
013124	1	1/26/24	1/26/24	TRANSFER OF FUNDS - STATE	6,161.90	311	311-880-5812 TRANSFER OF FUNDS-STATE E-PAYMNT 6101476 1/26/24	1
	2			TRANSFER OF FUNDS - COUNTY	947.98	311	311-880-5811 TRANSFER OF FUNDS-COUNTY E-PAYMNT 6101476 1/26/24	1
	3			TRANSFER OF FUNDS - CITY	947.99	311	311-880-5810 TRANSFER OF FUNDS-CITY E-PAYMNT 6101476 1/26/24	1
				INVOICE TOTAL	8,057.87			
				VENDOR TOTAL	9,419.56			
012624	1	1/26/24	1/26/24	1071 KS EMPLOYMENT SECURITY FUND 4Q UNEMPLOYMENT TAX	54.86	101	101-120-5102 ADMIN EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	2			4Q UNEMPLOYMENT TAX	98.14	101	101-210-5102 POLICE EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	3			4Q UNEMPLOYMENT TAX	3.65	101	101-320-5102 POOL EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	4			4Q UNEMPLOYMENT TAX	27.04	101	101-330-5102 GOLF EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	5			4Q UNEMPLOYMENT TAX	13.91	101	101-340-5102 SPORTS COMPLEX EMP BENEFIT E-PAYMNT 6101475 1/26/24	1
	6			4Q UNEMPLOYMENT TAX	7.25	101	101-350-5102 MUSEUM EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	7			4Q UNEMPLOYMENT TAX	63.45	101	101-410-5102 STREET EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	8			4Q UNEMPLOYMENT TAX	22.69	101	101-510-5102 BLDG INSP-EMPLOYEE BENEFIT E-PAYMNT 6101475 1/26/24	1
	9			4Q UNEMPLOYMENT TAX	17.45	102	102-910-5102 LIBRARY EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	1
	10			4Q UNEMPLOYMENT TAX	4.97	105	105-520-5102	1

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	11			4Q UNEMPLOYMENT TAX	45.63	618	INDUSTRIAL EMPLOYEE BENEFIT E-PAYMNT 6101475 1/26/24 618-810-5102	1
	12			4Q UNEMPLOYMENT TAX	39.64	618	WTR DISTB EMPLOYEE BENEFIT E-PAYMNT 6101475 1/26/24 618-812-5102	1
	13			4Q UNEMPLOYMENT TAX	42.73	619	WATER PROD EMPLOYEE BENEFIT E-PAYMNT 6101475 1/26/24 619-830-5102	1
	14			4Q UNEMPLOYMENT TAX	19.52	620	ELEC DISTB EMPLOYEE BENEFIT E-PAYMNT 6101475 1/26/24 620-850-5102	1
	15			4Q UNEMPLOYMENT TAX	.52	101	REFUSE DISTB EMPLOYEE BENE E-PAYMNT 6101475 1/26/24 101-220-5102	1
				INVOICE TOTAL	461.45		FIRE EMPLOYEE BENEFITS E-PAYMNT 6101475 1/26/24	
				VENDOR TOTAL	461.45			
010124	1	1/26/24	1/01/24	3390 MARION CO FIRE CHIEFS ASSN 2024 MARION CO FIRE CHIEF DUES	30.00	101	101-220-5301 FIRE COMMODITIES	1
	2			2024 MARION CO FIRE CHIEF DUES	50.00	101	101-220-5301 FIRE COMMODITIES	1
				INVOICE TOTAL	80.00			
				VENDOR TOTAL	80.00			
012524	1	1/26/24	1/25/24	3650 KRISTA RICHERT CPM CLASS MILEAGE	183.58	101	101-120-5301 ADMIN COMMODITIES	1
	2			CPM CLASS LODGING	115.56	101	101-120-5301 ADMIN COMMODITIES	1
	3			CPM CLASS PARKING	12.57	101	101-120-5301 ADMIN COMMODITIES	1
	4			CPM CLASS FOOD	22.33	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	334.04			
				VENDOR TOTAL	334.04			
011824	1	1/26/24	1/18/24	3678 KAITLIN SPENCER FIRE/EMS CLASSES	50.00	101	101-220-5301 FIRE COMMODITIES	1
				INVOICE TOTAL	50.00			
				VENDOR TOTAL	50.00			
422101012024	1	1/26/24	12/25/23	3016 VISION CARE DIRECT VISION PREMIUM	7.94	621-2286	621-050-2286 VISION PAYABLE E-PAYMNT 6101479 1/26/24	1

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				INVOICE TOTAL	7.94			
				VENDOR TOTAL	7.94			
5268960	1	1/26/24	1/12/24	1504 XEROX CORPORATION COPIER LEASE	316.31	101	101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101481 1/26/24	1
				INVOICE TOTAL	316.31			
5270602	1	1/26/24	1/12/24	POLICE COPIER LEASE	138.88	101	101-210-5301 POLICE COMMODITIES E-PAYMNT 6101480 1/26/24	1
				INVOICE TOTAL	138.88			
				VENDOR TOTAL	455.19			
				CENTRAL NATIONAL BANK TOTAL	14,458.74			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	10,870.10			
				TOTAL PURCH CARDS	1,851.63			
				TOTAL ACH PAYMENTS	436.38			
				TOTAL OPEN PAYMENTS	1,300.63			
				GRAND TOTALS	14,458.74			

CHECKS, E-PAYMENTS & ACH -- \$12,607.11 (01/26/2024)

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
4 CENTRAL NATIONAL BANK										
34989		2/07/2024		3597	ARCHIVE SOCIAL	5,990.00				
34990		2/07/2024		3680	B&B LUMBER	301.89				
34991		2/07/2024		3475	BOMGAARS	2,106.46				
34992		2/07/2024		3428	BUILDING SOLUTIONS TR	10,355.00				
34993		2/07/2024		3071	CHENEY DOOR COMPANY, INC	406.92				
34994		2/07/2024		2866	CINTAS CORPORATION	21.58				
34995		2/07/2024		2353	COUNTRYSIDE FEED, LLC	34.70				
34996		2/07/2024		2231	DALE'S SUPERMARKET	367.59				
34997		2/07/2024		1157	DALKE CONSTRUCTION CO., INC.	100.00				
34998		2/07/2024		1037	ELCON SERVICES, INC.	98.00				
34999		2/07/2024		1545	HILLSBORO HARDWARE	.00				VOID:
35000		2/07/2024		1545	HILLSBORO HARDWARE	3,640.06				
35001		2/07/2024		1584	IAEI KS SUNFLOWER CHAPTER	350.00				
35002		2/07/2024		3048	IMAGEQUEST	46.20				
35003		2/07/2024		1553	INDEPENDENT SALT	1,141.55				
35004		2/07/2024		1142	KS DEPARTMENT OF REVENUE	1,851.63				
35005		2/07/2024		3634	KS GOLF COURSE SUP ASSOCIATION	100.00				
35006		2/07/2024		1434	LACAL EQUIPMENT, INC.	558.70				
35007		2/07/2024		3380	LYON COUNTY SPRING TRAINING	75.00				
35008		2/07/2024		3437	MARION CO ATTORNEY	160.05				
35009		2/07/2024		2971	MARION CO SHERIFF	160.05				
35010		2/07/2024		1295	MARION COUNTY TREASURER	20.00				
35011		2/07/2024		3679	MENARD, INC	454.73				
35012		2/07/2024		3266	MFA OIL COMPANY	586.30				
35013		2/07/2024		1362	MICRO-COMM, INC.	2,600.00				
35014		2/07/2024		1322	MID KANSAS WINDING	1,167.47				
35015		2/07/2024		3571	MUNICIPAL SUPPLY	699.20				
35016		2/07/2024		1585	NETWORKS PLUS	.00				VOID:
35017		2/07/2024		1585	NETWORKS PLUS	4,469.30				
35018		2/07/2024		3374	NEXTECH WIRELESS, LLC	326.79				
35019		2/07/2024		3129	PACE ANALYTICAL SERVICES, INC.	803.60				
35020		2/07/2024		1200	U.S. POSTAL SERVICE	1,500.00				
35021		2/07/2024		2601	RAY LINDSEY COMPANY	2,590.60				
35022		2/07/2024		3518	KALEB SPENCER	80.40				
35023		2/07/2024		2916	TBS ELECTRONICS, INC.	479.00				
35024		2/07/2024		3384	TC WIRELESS, INC.	1,931.01				
35025		2/07/2024		2406	TRIPLETT WOOLF GARRETSON LLC	2,658.57				
35026		2/07/2024		3503	WE WASH WINDOWS	1,180.00				
35027		2/07/2024		1516	WICHITA STATE UNIVERSITY	4,900.00				
*		5001								
		5002	2/07/2024	3001	CITYCODE FINANCIAL LLC	1,500.00				ACH
		5003	2/07/2024	3616	TYLER EDIGER	245.53				ACH
		5004	2/07/2024	1160	CYNTHIA L. FLEMING	100.00				ACH
		5005	2/07/2024	2776	HICKMAN ENVIRONMENTAL	1,200.00				ACH
		5006	2/07/2024	1565	HILLSBORO CONVENTION & VISITOR	1,000.00				ACH
		5007	2/07/2024	1184	HILLSBORO DEVELOPMENT CORP	100.00				ACH
		5008	2/07/2024	1449	K S ONE-CALL SYSTEM, INC	118.80				ACH
		5009	2/07/2024	2351	MORGAN MARLER	87.59				ACH
		5010	2/07/2024	1110	STANION WHOLESALE ELECTRIC 107	415.80				ACH
		5011	2/07/2024	3410	MATT STILES	315.92				ACH
		5012	2/07/2024	3535	AVERY UNRUH	532.31				ACH

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
* 6101481								
6101482	2/07/2024	2547	ATMOS ENERGY	9,857.96			E-PAY	VOID: INCORRECT AMOUNT
6101483	2/07/2024	2547	ATMOS ENERGY	7,857.96			E-PAY	
6101484	2/07/2024	3277	CENTRAL NATIONAL BANK LOAN	3,884.75			E-PAY	
6101485	2/07/2024	3277	CENTRAL NATIONAL BANK LOAN	5,371.09			E-PAY	
6101486	2/07/2024	1122	CITY OF HILLSBORO	6,038.06			E-PAY	
6101487	2/07/2024	3080	SHRED-IT USA	75.94			E-PAY	

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	83,156.10
CLEARED	.00

BANK 4 TOTAL	83,156.10
VOIDED	9,857.96

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
101 GENERAL	26,093.28	26,093.28	.00	6,294.29
105 INDUSTRIAL	4,905.11	4,905.11	.00	.00
218 FAMILY AQUATIC CENTER	10,355.00	10,355.00	.00	.00
300 EQUIPMENT RESERVE	3,096.08	3,096.08	.00	.00
301 FIRE EQUIPMENT REPL FUND	2,275.01	2,275.01	.00	.00
400 CIP	1,144.44	1,144.44	.00	1,141.97
475 SPEC LAW ENF TRUST FUND	340.10	340.10	.00	.00
618 WATER	12,697.44	12,697.44	.00	2,016.64
619 ELECTRIC	4,141.64	4,141.64	.00	202.53
620 REFUSE	6,857.73	6,857.73	.00	202.53
621 SEWER	11,250.27	11,250.27	.00	.00

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
CENTRAL NATIONAL BANK								
3597 ARCHIVE SOCIAL								
285663	1	2/07/24	1/01/24	SOCIAL MEDIA ARCHIVING	1,497.50	619	619-830-5201	1
	2			SOCIAL MEDIA ARCHIVING	1,497.50	618	ELEC DIST CONTRACTUAL SERV 618-812-5201	1
	3			SOCIAL MEDIA ARCHIVING	1,497.50	621	WATER PROD CONTRACTUAL SER 621-870-5201	1
	4			SOCIAL MEDIA ARCHIVING	1,497.50	620	SEWER DIST CONTRACTUAL SER 620-850-5201	1
				INVOICE TOTAL	5,990.00		REFUSE DISTB CONTRACTUAL S	
				VENDOR TOTAL	5,990.00			
2547 ATMOS ENERGY								
020124A	1	2/07/24	2/01/24	UTILITIES	871.65	101	101-120-5280	1
	2			UTILITIES	1,141.97	400	ADMIN UTILITIES E-PAYMNT 6101483 2/07/24 400-610-6503	1
	3			UTILITIES	202.53	619	CIP-AMPI PROPERTY E-PAYMNT 6101483 2/07/24 619-830-5280	1
	4			UTILITIES	1,670.77	101	ELEC DIST UTILITIES E-PAYMNT 6101483 2/07/24 101-350-5280	1
	5			UTILITIES	340.66	101	MUSEUM UTILITIES E-PAYMNT 6101483 2/07/24 101-310-5280	1
	6			UTILITIES	865.91	101	PARK UTILITIES E-PAYMNT 6101483 2/07/24 101-210-5280	1
	7			UTILITIES	93.73	101	POLICE UTILITIES E-PAYMNT 6101483 2/07/24 101-320-5280	1
	8			UTILITIES	202.53	620	POOL UTILITIES E-PAYMNT 6101483 2/07/24 620-850-5280	1
	9			UTILITIES	202.54	101	REFUSE DIST UTILITIES E-PAYMNT 6101483 2/07/24 101-410-5280	1
	10			UTILITIES	2,016.64	618	STREET UTILITIES E-PAYMNT 6101483 2/07/24 618-812-5280	1
	11			UTILITIES	249.03	101	WATER PRODUCTION UTILITIES E-PAYMNT 6101483 2/07/24 101-330-5280	1
				INVOICE TOTAL	7,857.96		GOLF UTILITIES E-PAYMNT 6101483 2/07/24	
				VENDOR TOTAL	7,857.96			
3680 B&B LUMBER								
2401-679879	1	2/07/24	1/31/24	CLUB HOUSE RENOVATION	301.89	101	101-330-5501	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
							GOLF CAPITAL OUTLAY	
				INVOICE TOTAL	301.89			
				VENDOR TOTAL	301.89			
011624				3475 BOMGAARS				
	1	2/07/24	1/16/24	TOOLS, GLOVES, SAW LANYARD	84.92	101	101-410-5301	1
	2			GLOVES, BOOTS, HAT, SUPPLIES	296.38	620	STREET COMMODITIES 620-850-5301	1
	3			STRAP	45.99	618	REFUSE DISTB COMMODITIES 618-810-5301	1
	4			SUPPLIES, PO-HEATER	977.39	618	WTR DIST COMMODITIES 618-812-5301	1
	5			BATTERIES, GLOVES, SUPPLIES	99.75	621	WATER PROD COMMODITIES 621-870-5301	1
	6			HOOKS, SHACKLE, BATTERIES	64.54	101	SEWER DIST COMMODITIES 101-220-5301	1
	7			SNOW SUPPLIES	18.99	101	FIRE COMMODITIES 101-210-5301	1
	8			SUPPLIES	53.46	101	POLICE COMMODITIES 101-330-5301	1
	9			CLUB HOUSE RENOVATION	465.04	101	GOLF COMMODITIES 101-330-5501	1
				INVOICE TOTAL	2,106.46		GOLF CAPITAL OUTLAY	
				VENDOR TOTAL	2,106.46			
013124				3428 BUILDING SOLUTIONS TR				
	1	2/07/24	1/31/24	SIDING/WINDOWS 2ND HALF	10,355.00	218	218-050-2271	1
				INVOICE TOTAL	10,355.00		ACCOUNTS PAYABLE	
				VENDOR TOTAL	10,355.00			
021524A				3277 CENTRAL NATIONAL BANK LOAN				
	1	2/07/24	2/15/24	P 2014 TRASH TRUCK & MOWER	3,057.21	620	620-850-5534	1
	2			I 2014 TRASH TRUCK & MOWER	827.54	620	REFUSE-LEASE PAYMENTS E-PAYMNT 6101484 2/07/24 620-850-5534	1
				INVOICE TOTAL	3,884.75		REFUSE-LEASE PAYMENTS E-PAYMNT 6101484 2/07/24	
021524B				3277 CENTRAL NATIONAL BANK LOAN				
	1	2/07/24	2/15/24	P GOLF SPRAYER	928.52	300	300-420-5534	1
	2			I GOLF SPRAYER	287.92	300	EQUIP RES-LEASE PAYMENT E-PAYMNT 6101485 2/07/24 300-420-5534	1
	3			P STREET DUMP TRUCK	1,434.75	300	EQUIP RES-LEASE PAYMENT E-PAYMNT 6101485 2/07/24 300-420-5534	1
	4			I STREET DUMP TRUCK	444.89	300	EQUIP RES-LEASE PAYMENT E-PAYMNT 6101485 2/07/24 300-420-5534	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	5			P FIRE BRUSH TRUCK	1,736.55	301	EQUIP RES-LEASE PAYMENT E-PAYMNT 6101485 2/07/24 301-420-5534	1
	6			I FIRE BRUSH TRUCK	538.46	301	FIRE EQUIP RPL-LEASE PMT E-PAYMNT 6101485 2/07/24 301-420-5534	1
				INVOICE TOTAL	5,371.09			
				VENDOR TOTAL	9,255.84			
0453856-IN	1	2/07/24	1/09/24	3071 CHENEY DOOR COMPANY, INC REPLACE GATE OPENER SOLONOID	406.92	618	618-812-5210 WATER PROD EQUIPMENT MAINT	1
				INVOICE TOTAL	406.92			
				VENDOR TOTAL	406.92			
5195196982	1	2/07/24	1/30/24	2866 CINTAS CORPORATION FIRST AID CABINET	21.58	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	21.58			
				VENDOR TOTAL	21.58			
011624	1	2/07/24	1/16/24	1122 CITY OF HILLSBORO UTILITIES	600.59	101	101-120-5280 ADMIN UTILITIES E-PAYMNT 6101486 2/07/24	1
	2			UTILITIES	2.47	400	400-610-6503 CIP-AMPI PROPERTY E-PAYMNT 6101486 2/07/24	1
	3			UTILITIES	613.34	619	619-830-5280 ELEC DIST UTILITIES E-PAYMNT 6101486 2/07/24	1
	4			UTILITIES	202.17	101	101-330-5280 GOLF UTILITIES E-PAYMNT 6101486 2/07/24	1
	5			UTILITIES	.85	101	101-110-5280 LEGISLATIVE UTILITIES E-PAYMNT 6101486 2/07/24	1
	6			UTILITIES	223.45	101	101-350-5280 MUSEUM UTILITIES E-PAYMNT 6101486 2/07/24	1
	7			UTILITIES	312.99	101	101-310-5280 PARK UTILITIES E-PAYMNT 6101486 2/07/24	1
	8			UTILITIES	260.00	101	101-210-5280 POLICE UTILITIES E-PAYMNT 6101486 2/07/24	1
	9			UTILITIES	111.80	101	101-320-5280 POOL UTILITIES E-PAYMNT 6101486 2/07/24	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	10			UTILITIES	106.80	620	620-850-5280 REFUSE DIST UTILITIES E-PAYMNT 6101486 2/07/24	1
	11			UTILITIES	2,258.81	621	621-870-5280 SEWER DIST UTILITIES E-PAYMNT 6101486 2/07/24	1
	12			UTILITIES	141.31	101	101-410-5280 STREET UTILITIES E-PAYMNT 6101486 2/07/24	1
	13			UTILITIES	1,203.48	618	618-812-5280 WATER PRODUCTION UTILITIES E-PAYMNT 6101486 2/07/24	1
				INVOICE TOTAL	6,038.06			
				VENDOR TOTAL	6,038.06			
1752	1	2/07/24	2/01/24	3001 CITYCODE FINANCIAL LLC ANNUAL CODE UPDATE	1,500.00	101	101-110-5301 LEGISLATIVE COMMODITIES	1
				INVOICE TOTAL	1,500.00			
				VENDOR TOTAL	1,500.00			
IVC 00735124	1	2/07/24	1/19/24	2353 COUNTRYSIDE FEED, LLC GLOVES	34.70	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	34.70			
				VENDOR TOTAL	34.70			
020124	1	2/07/24	2/01/24	2231 DALE'S SUPERMARKET SAFETY MTG, STAFF LUNCH, TP	173.95	101	101-120-5301 ADMIN COMMODITIES	1
	2			WATER	16.45	619	619-830-5301 ELEC DIST COMMODITIES	1
	3			WARMING STATION FOOD	81.88	101	101-220-5301 FIRE COMMODITIES	1
	4			WATER	15.27	101	101-330-5301 GOLF COMMODITIES	1
	5			WATER	24.00	101	101-210-5301 POLICE COMMODITIES	1
	6			WATER	12.65	620	620-850-5301 REFUSE DISTB COMMODITIES	1
	7			TC KS DAY, CLEANING SUPPLIES	43.39	101	101-350-5301 MUSEUM COMMODITIES	1
				INVOICE TOTAL	367.59			
				VENDOR TOTAL	367.59			
013124	1	2/07/24	1/31/24	1157 DALKE CONSTRUCTION CO., INC. REFUND OVERPAYMENT	100.00	101	101-910-5240 MISCELLANEOUS EXPENSE	1
				INVOICE TOTAL	100.00			

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				VENDOR TOTAL	100.00			
020124	1	2/07/24	2/01/24	3616 TYLER EDIGER GOLF MILEAGE	42.61	101	101-330-5301 GOLF COMMODITIES	1
	2			CLUB HOUSE RENOVATION MILEAGE	172.86	101	101-330-5501 GOLF CAPITAL OUTLAY	1
	3			MENARDS - CLUH HOUSE RENO	30.06	101	101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	245.53			
				VENDOR TOTAL	245.53			
14860	1	2/07/24	1/31/24	1037 ELCON SERVICES, INC. LED STRIP FIXTURE	98.00	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	98.00			
				VENDOR TOTAL	98.00			
012524	1	2/07/24	1/25/24	1160 CYNTHIA L. FLEMING UNIT #9	100.00	101	101-350-5301 MUSEUM COMMODITIES	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
002329	1	2/07/24	1/22/24	2776 HICKMAN ENVIRONMENTAL LIFT STATION PIPING REPAIR	1,200.00	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
				INVOICE TOTAL	1,200.00			
				VENDOR TOTAL	1,200.00			
020124	1	2/07/24	2/01/24	1565 HILLSBORO CONVENTION & VISITOR FEBRUARY APPROPRIATIONS	1,000.00	101	101-550-5871 APPROPRIATIONS TO CVB	1
				INVOICE TOTAL	1,000.00			
				VENDOR TOTAL	1,000.00			
020124	1	2/07/24	2/01/24	1184 HILLSBORO DEVELOPMENT CORP FEBRUARY SIGN RENTAL	100.00	101	101-910-5350 SIGN RENTAL	1
				INVOICE TOTAL	100.00			
				VENDOR TOTAL	100.00			
012024	1	2/07/24	1/20/24	1545 HILLSBORO HARDWARE PO 28954, SUPPLIES	739.18	101	101-120-5301 ADMIN COMMODITIES	1
	2			SUMP PUMP, SUPPLIES	149.94	619	619-830-5301 ELEC DIST COMMODITIES	1
	3			PO 28950, KEYS, BATTERIES	969.58	101	101-220-5301	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
	4			GLOVES	34.98	101	FIRE COMMODITIES 101-330-5301	1
	5			STORAGE, SUPPLIES	177.89	101	GOLF COMMODITIES 101-350-5301	1
	6			KEYS, SNOW SUPPLIES	52.94	101	MUSEUM COMMODITIES 101-310-5301	1
	7			ICE MELT, USPS	49.37	101	PARK COMMODITIES 101-210-5301	1
	8			TOOLS, SUPPLIES	26.24	621	POLICE COMMODITIES 621-870-5301	1
	9			TOOLS, SUPPLIES	191.52	101	SEWER DIST COMMODITIES 101-410-5301	1
	10			ICE MELT	29.98	618	STREET COMMODITIES 618-812-5301	1
	11			SUPPLIES	89.84	618	WATER PROD COMMODITIES 618-810-5301	1
	12			PO 28892	340.00	101	WTR DIST COMMODITIES 101-050-2271	1
	13			SNOW PLOW BATTERY, EQ BATTERY	331.54	101	ACCOUNTS PAYABLE 101-410-5210	1
	14			SUPPLIES	5.11	105	STREET EQUIPMENT MAINTENAN 105-520-5301	1
	15			CLUB HOUSE RENOVATION SUPPLIES	451.95	101	INDUSTRIAL COMMODITIES 101-330-5501	1
				INVOICE TOTAL	3,640.06		GOLF CAPITAL OUTLAY	
				VENDOR TOTAL	3,640.06			
020124	1	2/07/24	2/01/24	1584 IAEI KS SUNFLOWER CHAPTER CONTINUING EDUCATION	350.00	101	101-510-5301 BLDG INSP-COMMODITIES	1
				INVOICE TOTAL	350.00			
				VENDOR TOTAL	350.00			
IN4975990	1	2/07/24	1/18/24	3048 IMAGEQUEST PRINTING OVERAGE	46.20	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	46.20			
				VENDOR TOTAL	46.20			
0182790-IN	1	2/07/24	1/15/24	1553 INDEPENDENT SALT ROAD SALT FOR SNOW & ICE	1,141.55	101	101-410-5301 STREET COMMODITIES	1
				INVOICE TOTAL	1,141.55			
				VENDOR TOTAL	1,141.55			
012624	1	2/07/24	1/26/24	1142 KS DEPARTMENT OF REVENUE 4Q WP-1	955.68	618	618-812-5247 WATER PROD WTR PROTECTION	1
	2			4Q WP-1	895.95	618	618-812-5263	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	1,851.63		WATER PROD CLEAN DRINK WTR	
				VENDOR TOTAL	1,851.63			
012924A	1	2/07/24	1/29/24	3634 KS GOLF COURSE SUP ASSOCIATION 2024 MEMBERSHIP - A UNRUH	60.00	101	101-330-5301 GOLF COMMODITIES	1
				INVOICE TOTAL	60.00			
012924B	1	2/07/24	1/29/24	2024 MEMBERSHIP - T EDIGER	40.00	101	101-330-5301 GOLF COMMODITIES	1
				INVOICE TOTAL	40.00			
				VENDOR TOTAL	100.00			
4010303	1	2/07/24	1/31/24	1449 K S ONE-CALL SYSTEM, INC LOCATE FEES	1.20	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	1.20			
4010304	1	2/07/24	1/31/24	LOCATE FEES	117.60	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	117.60			
				VENDOR TOTAL	118.80			
0404108-IN	1	2/07/24	1/22/24	1434 LACAL EQUIPMENT, INC. SNOW PLOW RUBBER BLADE	558.70	101	101-410-5210 STREET EQUIPMENT MAINTENAN	1
				INVOICE TOTAL	558.70			
				VENDOR TOTAL	558.70			
24-30	1	2/07/24	1/19/24	3380 LYON COUNTY SPRING TRAINING 2024 TRAINING - D FUNK	75.00	101	101-210-5301 POLICE COMMODITIES	1
				INVOICE TOTAL	75.00			
				VENDOR TOTAL	75.00			
020124A	1	2/07/24	2/01/24	3437 MARION CO ATTORNEY REF MN-2023-CV-300007	160.05	475	475-353-5875 SPEC LAW ENF TRUST-ATTY FE	1
				INVOICE TOTAL	160.05			
				VENDOR TOTAL	160.05			
020124B	1	2/07/24	2/01/24	2971 MARION CO SHERIFF MNSO 23-605/MN-2023-CV-300007	160.05	475	475-353-5876 SPEC LAW ENF TRUST-ASSET S	1
				INVOICE TOTAL	160.05			
				VENDOR TOTAL	160.05			

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
020124C	1	2/07/24	2/01/24	1295 MARION COUNTY TREASURER REF VIN 2T1BU4EE8AC504683	10.00	475	475-353-5301 SPEC LAW ENF TRUST COMMODI	1
	2			REF VIN 5GZER13D49J136475	10.00	475	475-353-5301 SPEC LAW ENF TRUST COMMODI	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	20.00			
012924	1	2/07/24	1/29/24	2351 MORGAN MARLER PACE SAMPLE MILEAGE	54.94	621	621-870-5301 SEWER DIST COMMODITIES	1
	2			KDHE POSTAGE	32.65	618	618-812-5301 WATER PROD COMMODITIES	1
				INVOICE TOTAL	87.59			
				VENDOR TOTAL	87.59			
97901	1	2/07/24	1/23/24	3679 MENARD, INC CLUB HOUSE RENOVATION	454.73	101	101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	454.73			
				VENDOR TOTAL	454.73			
1233575	1	2/07/24	1/17/24	3266 MFA OIL COMPANY SEWER PLANT PROPANE	586.30	621	621-870-5326 SEWER DIST DIESEL & PROPAN	1
				INVOICE TOTAL	586.30			
				VENDOR TOTAL	586.30			
18336	1	2/07/24	1/16/24	1362 MICRO-COMM, INC. ANNUAL MAINTENANCE CONTRACT	2,600.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
				INVOICE TOTAL	2,600.00			
				VENDOR TOTAL	2,600.00			
21699	1	2/07/24	1/26/24	1322 MID KANSAS WINDING REPAIR LIFT STATION MOTOR	1,167.47	621	621-870-5210 SEWER DIST EQUIP MAINTENAN	1
				INVOICE TOTAL	1,167.47			
				VENDOR TOTAL	1,167.47			
0893565-IN	1	2/07/24	11/30/23	3571 MUNICIPAL SUPPLY REBUILD CHLORINATOR LEADS	277.00	618	618-812-5210 WATER PROD EQUIPMENT MAINT	1
				INVOICE TOTAL	277.00			
0893566-IN	1	2/07/24	11/30/23	REBUILD GAS CHLORINATOR HEADS	277.00	618	618-812-5210 WATER PROD EQUIPMENT MAINT	1
				INVOICE TOTAL	277.00			

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
0895749-IN	1	2/07/24	12/27/23	INDUSTRIAL LIFT STATION REPAIR	93.33	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	93.33			
0896346-IN	1	2/07/24	12/29/23	6" SEWER TAP	51.87	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	51.87			
				VENDOR TOTAL	699.20			
				1585 NETWORKS PLUS				
76391	1	2/07/24	1/19/24	SEWER - CABLE MODEM	45.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	45.00			
76416	1	2/07/24	1/26/24	M STILES PASSOWRD RESET	45.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			D MCCARTY EMAIL	27.00	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	3			D MCCARTY EMAIL	27.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	4			D MCCARTY EMAIL	27.00	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	5			D MCCARTY EMAIL	27.00	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	6			D MCCARTY EMAIL	27.00	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
	7			J WHEELER EMAIL	45.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	8			J MENDOZA NETWORK	135.00	101	101-310-5201 PARK CONTRACTUAL SERVICES	1
	9			J MENDOZA NETWORK	135.00	101	101-340-5201 SPORTS COMPLEX CONT SERVIC	1
				INVOICE TOTAL	495.00			
76605	1	2/07/24	2/01/24	WATER PLANT FIREWALL/NETWORK	190.00	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
				INVOICE TOTAL	190.00			
76606	1	2/07/24	2/01/24	DATTO, M365, EMAIL, SECURITY	747.86	101	101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			DATTO, M365, EMAIL, SECURITY	747.86	618	618-812-5201 WATER PROD CONTRACTUAL SER	1
	3			DATTO, M365, EMAIL, SECURITY	747.86	619	619-830-5201 ELEC DIST CONTRACTUAL SERV	1
	4			DATTO, M365, EMAIL, SECURITY	747.86	620	620-850-5201 REFUSE DISTB CONTRACTUAL S	1
	5			DATTO, M365, EMAIL, SECURITY	747.86	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	3,739.30			
				VENDOR TOTAL	4,469.30			

3374 NEXTECH WIRELESS, LLC

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
10163034	1	2/07/24	1/20/24	3374 NEXTECH WIRELESS, LLC MONTHLY FEE FOR iPADS/PHONE	45.81	101	101-120-5280 ADMIN UTILITIES	1
	2			MONTHLY FEE FOR iPADS/PHONE	49.20	101	101-510-5280 BLDG INSP UTILITIES	1
	3			MONTHLY FEE FOR iPADS/PHONE	45.49	101	101-220-5280 FIRE UTILITIES	1
	4			MONTHLY FEE FOR iPADS/PHONE	82.26	620	620-850-5280 REFUSE DIST UTILITIES	1
	5			MONTHLY FEE FOR iPADS/PHONE	104.03	618	618-810-5280 WTR DIST UTILITIES	1
				INVOICE TOTAL	326.79			
				VENDOR TOTAL	326.79			
2460199745	1	2/07/24	1/19/24	3129 PACE ANALYTICAL SERVICES, INC. SEWER ANALYSIS	387.80	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	387.80			
2460200396	1	2/07/24	1/31/24	SEWER ANALYSIS	415.80	621	621-870-5201 SEWER DIST CONTRACTUAL SER	1
				INVOICE TOTAL	415.80			
				VENDOR TOTAL	803.60			
013024	1	2/07/24	1/30/24	1200 U.S. POSTAL SERVICE POSTAGE-UTILITY BILL MAILING	1,500.00	101	101-120-5301 ADMIN COMMODITIES	1
				INVOICE TOTAL	1,500.00			
				VENDOR TOTAL	1,500.00			
2024012	1	2/07/24	1/19/24	2601 RAY LINDSEY COMPANY RESTOCK MAINTENANCE PARTS	2,480.39	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	2,480.39			
2024018	1	2/07/24	1/30/24	RESTOCK MAINTENANCE PARTS	110.21	621	621-870-5301 SEWER DIST COMMODITIES	1
				INVOICE TOTAL	110.21			
				VENDOR TOTAL	2,590.60			
8005902925	1	2/07/24	1/18/24	3080 SHRED-IT USA SHRED SERVICES	75.94	101	101-120-5301 ADMIN COMMODITIES E-PAYMNT 6101487 2/07/24	1
				INVOICE TOTAL	75.94			
				VENDOR TOTAL	75.94			
012524	1	2/07/24	1/25/24	3518 KALEB SPENCER KRWA CLASS	42.88	618	618-812-5301	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	2			KMU/KDHE DW2 TEST	37.52	618	WATER PROD COMMODITIES 618-812-5301	1
				INVOICE TOTAL	80.40		WATER PROD COMMODITIES	
				VENDOR TOTAL	80.40			
5666355-00	1	2/07/24	1/17/24	1110 STANION WHOLESALE ELECTRIC 107 RESTOCK	140.63	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	140.63			
5670998-00	1	2/07/24	1/24/24	RESTOCK	275.17	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	275.17			
				VENDOR TOTAL	415.80			
020124	1	2/07/24	2/01/24	3410 MATT STILES LKM DAY @ CAPITAL MILEAGE	150.08	101	101-110-5301 LEGISLATIVE COMMODITIES	1
	2			KMU AT CAPITAL MILEAGE	155.44	619	619-830-5301 ELEC DIST COMMODITIES	1
	3			TOLLS TO TOPEKA	5.20	101	101-110-5301 LEGISLATIVE COMMODITIES	1
	4			TOLLS TO TOPEKA	5.20	619	619-830-5301 ELEC DIST COMMODITIES	1
				INVOICE TOTAL	315.92			
				VENDOR TOTAL	315.92			
00124730	1	2/07/24	1/11/24	2916 TBS ELECTRONICS, INC. MOTOROLA BATTERIES	479.00	101	101-210-5210 POLICE EQUIP MAINTENANCE	1
				INVOICE TOTAL	479.00			
				VENDOR TOTAL	479.00			
10499232	1	2/07/24	2/01/24	3384 TC WIRELESS, INC. PHONE/INTERNET	339.97	101	101-120-5280 ADMIN UTILITIES	1
	2			PHONE/INTERNET	107.18	101	101-220-5280 FIRE UTILITIES	1
	3			PHONE/INTERNET	197.13	618	618-812-5280 WATER PRODUCTION UTILITIES	1
	4			PHONE/INTERNET	263.39	101	101-350-5280 MUSEUM UTILITIES	1
	5			PHONE/INTERNET	157.08	619	619-830-5280 ELEC DIST UTILITIES	1
	6			PHONE/INTERNET	310.72	101	101-210-5280 POLICE UTILITIES	1
	7			PHONE/INTERNET	177.08	101	101-310-5280 PARK UTILITIES	1
	8			PHONE/INTERNET	93.54	101	101-410-5280	1

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	9			PHONE/INTERNET	153.49	101 STREET UTILITIES 101-320-5280	1
	10			PHONE/INTERNET	131.43	101 POOL UTILITIES 101-330-5280 GOLF UTILITIES	1
				INVOICE TOTAL	1,931.01		
				VENDOR TOTAL	1,931.01		
168098	1	2/07/24	1/23/24	2406 TRIPLETT WOLF GARRETSON LLC CITY ATTORNEY FEES	2,658.57	101 101-110-5201 LEGISLATIVE CONTRACTUAL SE	1
				INVOICE TOTAL	2,658.57		
				VENDOR TOTAL	2,658.57		
012624	1	2/07/24	1/26/24	3535 AVERY UNRUH MENARDS COUNTOP PAINT - RENO	75.23	101 101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	75.23		
020124	1	2/07/24	2/01/24	GOLF MILEAGE	13.67	101 101-330-5301 GOLF COMMODITIES	1
	2			HOME DEPOT - CLUBHOUSE RENO	34.92	101 101-330-5501 GOLF CAPITAL OUTLAY	1
	3			BEST BUY - TV PO 28990	408.49	101 101-330-5501 GOLF CAPITAL OUTLAY	1
				INVOICE TOTAL	457.08		
				VENDOR TOTAL	532.31		
9737	1	2/07/24	2/01/24	3503 WE WASH WINDOWS CLEANING	1,062.00	101 101-120-5201 ADMIN CONTRACTUAL SERVICES	1
	2			CLEANING	118.00	101 101-210-5201 POLICE CONTRACTUAL SERVICE	1
				INVOICE TOTAL	1,180.00		
				VENDOR TOTAL	1,180.00		
PPMC241028	1	2/07/24	11/16/23	1516 WICHITA STATE UNIVERSITY HOUSING ASSESSMENT	4,900.00	105 105-520-5201 INDUSTRIAL-CONTRACTUAL SER	1
				INVOICE TOTAL	4,900.00		
				VENDOR TOTAL	4,900.00		
				CENTRAL NATIONAL BANK TOTAL	83,156.10		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	23,227.80		
				TOTAL PURCH CARDS	.00		

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				TOTAL ACH PAYMENTS	5,615.95		
				TOTAL OPEN PAYMENTS	54,312.35		
				GRAND TOTALS	83,156.10		

CHECKS, E-PAYMENTS & ACH -- \$83,156.10 (02/07/2024)

Hillsboro, Kansas
January 23, 2024

1. The City Council met in special session via Zoom and in person on Tuesday, January 23, 2024, at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, Brent Driggers, Byron McCarty, and Ronald Wilkins participating.

Members Absent: None.

2. **Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; Darin Neufeld of EBH & Associates; and Jane Brotemarkle of 103 N Cedar.

3. **CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 6:30pm.

4. APPROVAL OF CONSENT AGENDA

VOUCHERS in the amount of \$461,495.93.

MINUTES for the regular council meeting dated January 2, 2024.

PUBLIC UTILITY LEIN FOR THE HERINGTON HOSPITAL CLINIC in the amount of \$5,923.

CDBG VOUCHERS in the amount of \$2,000.

Council member Driggers motioned to approve the consent agenda. Council member Beye seconded. Motion carried.

5. **PUBLIC COMMENT:** None.

6. **ADAMS STREET PROJECT BY EBH & ASSOCIATES:** Darin Neufeld of EBH & Associates provided an update on the approved KDOT project for Adams Street. Council discussion regarding additional sidewalk needs. Neufeld also reviewed the CIP map and options regarding street repairs city-wide, and noted there will be multiple asphalt plants set up in Marion County this summer which provides competitive pricing.

Council member McCarty motioned to approve the contract with EBH & Associates for engineering services for the KDOT Cost Share for Adams Street Improvements. Council member Wilkins seconded. Motion carried.

7. BUSINESS ITEMS:

RESOLUTION 2024-01 – GAAP WAIVER: Administrator Stiles reviewed the purpose of the GAAP Waiver.

Council member Beye motioned to adopt Resolution 2024-01 and authorize the Mayor to sign. Council member McCarty seconded. Motion carried 4-0.

AMENDMENT TO THE CDBG CONTRACT WITH THE CHILDCARE CENTER: Administrator Stiles reviewed the amendment which requires the grantee to adhere to the Build America Buy America Act. Council discussion regarding potential delays due to the purchasing requirements.

Council member Beye motioned to approve the amendment as presented. Council member McCarty seconded. Motion carried.

RENEW SENIOR CENTER MOU: Administrator Stiles reported that over 22,000 meals were served in 2023 and funds have been budgeted for the renewal of this agreement.

Council member McCarty motioned to approve the renewed MOU with the Senior Center. Council member Wilkins seconded. Motion carried.

GOLF COURSE CHEMICALS: Administrator Stiles shared the golf course purchases chemicals annually, and the total is included in the budget as operational costs.

Council member McCarty motioned to approve the chemical purchase for the golf course in the amount of \$15,335.63. Council member Beye seconded. Motion carried.

CMB LICENSE FOR THE GOLF COURSE: Administrator Stiles shared the CMB license was held by the Golf Course Association for many years and has transitioned to the golf course this year.

Council member McCarty motioned to approve the CMB license application. Council member Driggers seconded. Motion carried.

FARM GROUND LEASE WITH BRAD WIENS: Administrator Stiles highlighted the location of the farm ground to be leased and noted the rates will be calculated in the same manner as the current farm ground agreements held by the Land Bank.

Council member Beye motioned to approve the farm ground lease agreement with Brad Wiens. Council member Wilkins seconded. Motion carried.

BIDS FOR CONTRACT MOWING: Administrator Stiles noted the amount of area to mow has changed. He highlighted the areas contracted with Plenert Mowing and shared that staff would like to continue negotiating with Plenert Mowing for those areas.

Council member McCarty motioned to approve the posting of bids and allowance for staff to negotiate with Plenert Mowing. Council member Beye seconded. Motion carried.

JOB DESCRIPTION FOR ASSISTANT TO THE CITY ADMINISTRATOR: Administrator Stiles shared numerous projects which require a significant amount of time and attention could be addressed by adding this position. He noted this will be a project-based position and was discussed by the council last year.

Council member McCarty motioned to approve the job description as presented and allow the City Administrator to begin accepting applications. Council member Beye seconded. Motion carried.

FORD INVOICES: Administrator Stiles reviewed the Hillsboro Ford invoices. Council member McCarty motioned to approve the Hillsboro Ford invoices for payment in the amount of \$227.02. Council member Driggers seconded. Council member Beye abstained. Motion carried.

2024 LAND BANK BUDGET PROPOSAL: Administrator Stiles described the function of the City Council as it relates to the Land Bank and reviewed the Land Bank budget for 2024.

Council member Beye motioned to approve the Land Bank budget as presented. Council member McCarty seconded. Motion carried.

8. CITY ADMINISTRATOR'S REPORT: Administrator Stiles reported on the following:

- Insurance Savings Report
- New Hires & Vacancies
- Building Bridges Partnerships
- KPP December Billing
- Fleet Management
- Bidding on the Childcare Center
- Year in Review
- Year End Financial Statements

9. PUBLIC COMMENTS: Jane Brotemarkle of 103 N Cedar shared that she was unaware people were inquiring about the property at 306 W Grand.

10. COUNCIL COMMENTS: Council members mentioned the significant amount of snow. Council member Wilkins thanked the city crews for taking care of the snow, the electricity, and more during this winter storm. Administrator Stiles noted that he, Mayor Lou Thurston, and Council member Beye will attend the Day at the Capitol on Wednesday.

11. ADJOURNMENT: Council meeting adjourned at 7:50pm.

ATTEST:

LOUIS THURSTON, MAYOR

DANIELLE BARTEL, CITY CLERK

[FORM OF ELECTRIC GENERATION UTILITY EASEMENT]

After recording return to:

KPP ENERGY
Attn: Colin Hansen
100 N. Broadway, Suite L110
Wichita, Kansas 67202
Telephone: (316) 264-3166

ELECTRIC GENERATION UTILITY EASEMENT

THIS ELECTRIC GENERATION EASEMENT is made as of the 6th day of February, 2024, by the City of Hillsboro, Kansas (“Grantor”) in favor of KPP Energy, a Municipal Energy Agency (“Grantee”).

WHEREAS, Grantor is the owner of the real property described on Exhibit A hereto (the “Easement Area”);

WHEREAS, Grantor desires to declare certain easements in favor of Grantee for access to, and the constructing, maintaining, repairing and replacing of utilities and improvements upon, the Easement Area, as set forth herein.

NOW, THEREFORE, in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, Grantor hereby declares as follows:

1. Declaration of Easements. Grantor does hereby grant and convey unto Grantee and Grantee’s employees, agents, invitees, contractors and representatives, for the benefit of the public, an exclusive, perpetual right-of-way and easement under, upon, over, across and through the Easement Area, together with a right of ingress and egress to and from said Easement Area for the purposes of laying, constructing, installing, maintaining, altering, inspecting, protecting, relocating, operating, repairing and replacing any and all electric generation facilities and transmission and utility improvements (including, without limitation, solar panels, transmission lines, meters, and appurtenant improvements and equipment) and any and all meters, drops, service taps, distribution facilities, regulators, transformers and other equipment incidental or appurtenant to such improvements, as from time-to-time required by the Grantee.

2. Access. Grantor, for itself, its successors and assigns, and the successor owners of the Easement Area covenant and agree that Grantee will have unimpeded access to, through and under the Easement Area. Grantee, itself and at its sole expense, may erect necessary barricades or other dividers upon the Easement Area for safety purposes. Nothing herein shall prevent Grantor's use of the Easement Area for purposes which do not interfere with Grantee's use, provided Grantor acknowledges that Grantee's use will effectively limit most other surface, subsurface and above-ground uses of the Easement Area.

3. Conflicting Use. Grantee may remove or relocate any existing improvements or public utilities and any structures, and trees located under, upon, or over the Easement Area, which interfere with the construction, maintenance, or operation thereof, in Grantee's sole and absolute discretion.

4. Obsolescence. Upon obsolescence or retirement from use of Grantee's equipment located upon the Easement Area, Grantee agrees to remove its equipment and installations and shall have one hundred eighty (180) days to return the Easement Area to bare ground. Further, Grantee covenants in good faith to release its easement or portions thereof when no longer necessary or in use by the Grantor for the purposes contemplated hereunder.

5. Insurance. Grantee shall obtain reasonable broad-form liability insurance for its use and operations over the Easement Area in amounts at least equal to the lesser of (i) \$1,000,000, or (ii) Grantor's then maximum liability under the Kansas Tort Claims Act. Grantee shall list Grantor as an additional insured on such coverage. Grantee shall hold Grantor harmless for any loss or liability arising out of Grantee's use of the Easement Area.

6. Covenants Running With the Land. The easements and rights granted herein shall be covenants running with the land and shall be binding upon Grantor and Grantor's successors and assigns.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the Grantor has caused this Utility Easement to be executed on the day, month and year first above written.

CITY OF HILLSBORO, KANSAS

[seal]

By _____
Lou Thurston, Mayor

ATTEST:

By _____
Danielle Bartel, City Clerk

“GRANTOR”

ACKNOWLEDGEMENT

STATE OF KANSAS)
) ss:
COUNTY OF MARION)

BE IT REMEMBERED that on this ____ day of _____, 20____, before me, a notary public in and for said County and State, came Lou Thurston and Danielle Bartel, Mayor and City Clerk, respectively, of the City of Hillsboro, Kansas, a municipal corporation of the State of Kansas, who are personally known to me to be the same persons who executed, as such officers, the within instrument on behalf of said City, and such persons duly acknowledged the execution of the same to be the act and deed of said City.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year last above written.

NOTARY PUBLIC

My Commission Expires:

This easement, and each and every right and privilege granted herein to Grantee, is hereby accepted by the governing body of KPP Energy, a Municipal Energy Agency, without any duty or obligation of the Grantee, with respect thereto, whether such duty be by implication or otherwise, this ____ day of _____, 20__.

KPP ENERGY
A MUNICIPAL ENERGY AGENCY

[seal]

By _____
Name (Printed) _____
Title _____ Board President

ATTEST:

By _____
Name (Printed) _____
Title _____ Board Secretary

“GRANTEE”

ACKNOWLEDGEMENT

STATE OF KANSAS)
)
COUNTY OF SEDGWICK) ss:

The foregoing instrument was acknowledged before me, a Notary Public in and for the County and State aforesaid, on this ____ day of _____, 20____, by _____ and _____, the duly authorized Board President and Board Secretary, respectively, of the Board of Directors of KPP Energy, a Municipal Energy Agency, who are personally known to me to be such officers, and who executed, as such officers, the within instrument on behalf of KPP Energy.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year last above written.

NOTARY PUBLIC

My Commission Expires:

EXHIBIT A

LEGAL DESCRIPTION

AS-SURVEYED DESCRIPTION

BEING A 8.35-ACRE TRACT OF LAND OUT OF SECTION 35, TOWNSHIP 19 SOUTH, RANGE 2 EAST, OF THE 6TH PRINCIPAL MERIDIAN, CONVEYED TO THE CITY OF HILLSBORO, BEING MORE PARTICULARLY DESCRIBED IN BOOK M205, PAGE 649, OF THE OFFICIAL PUBLIC RECORDS OF MARION COUNTY, KANSAS (O.P.R.M.C.K.), AND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH THE BASIS OF BEARING BEING THE WEST LINE OF NORTHEAST QUARTER OF SECTION 35 MEASURED AS NORTH 00°45'27" WEST: GRID NORTH, KANSAS SOUTH ZONE, NAD-83, US FEET;

COMMENCING (P.O.C.) AT A 1/2-INCH IRON ROD FOUND FOR THE CENTER OF SAID SECTION 35;

THENCE NORTH 00°45'27" WEST, ALONG THE WEST LINE OF SAID NORTHEAST QUARTER OF SECTION 35, A DISTANCE OF 55.00 FEET TO A 1/2 x 24-INCH ROD WITH CAP STAMPED "TOPOGRAPHIC" SET FOR THE SOUTHWEST CORNER OF HEREIN DESCRIBED TRACT AND BEING THE POINT OF BEGINNING (P.O.B.);

THENCE NORTH 00°45'27" WEST, CONTINUING ALONG SAID WEST LINE OF SECTION 35, A DISTANCE OF 434.77 FEET TO A 1/2 x 24-INCH IRON ROD WITH CAP STAMPED "TOPOGRAPHIC" SET FOR THE NORTHWEST CORNER OF HEREIN DESCRIBED TRACT;

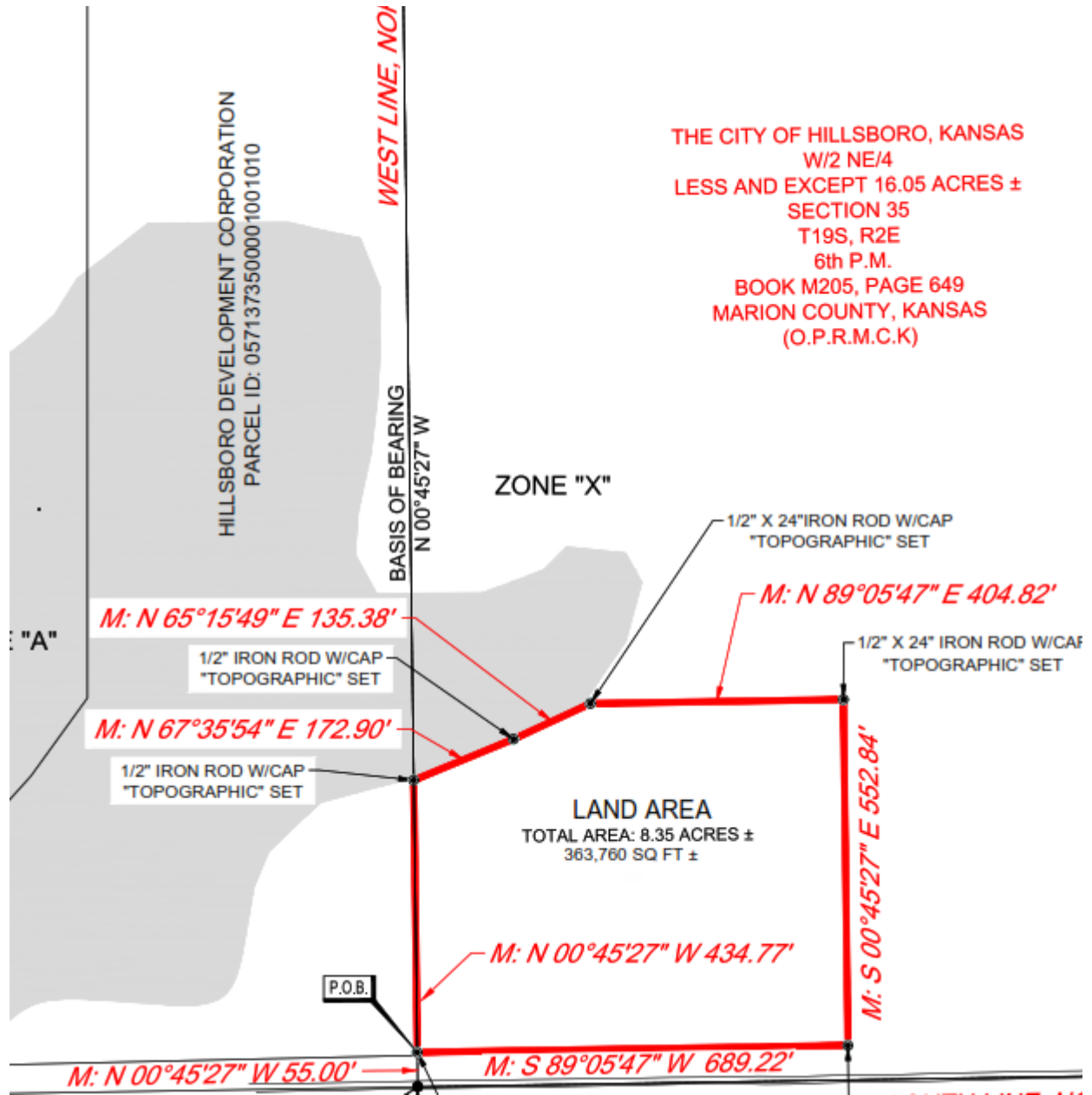
THENCE NORTH 67°35'54" EAST, A DISTANCE OF 172.90 FEET TO A 1/2 x 24-INCH IRON ROD WITH CAP STAMPED "TOPOGRAPHIC" SET;

THENCE NORTH 65°15'49" EAST, A DISTANCE OF 135.38 FEET TO A 1/2 x 24-INCH IRON ROD WITH CAP STAMPED "TOPOGRAPHIC" SET;

THENCE NORTH 89°05'47" EAST, A DISTANCE OF 404.82 FEET TO A 1/2 x 24-INCH IRON ROD WITH CAP STAMPED "TOPOGRAPHIC" SET FOR THE NORTHEAST CORNER OF HEREIN DESCRIBED TRACT;

THENCE SOUTH 00°45'27" EAST, A DISTANCE OF 552.84 FEET TO A 1/2 x 24-INCH IRON ROD WITH CAP STAMPED "TOPOGRAPHIC" SET FOR THE SOUTHEAST CORNER OF HEREIN DESCRIBED TRACT;

THENCE SOUTH 89°05'47" WEST, A DISTANCE OF 689.22 FEET TO THE POINT OF BEGINNING (P.O.B.) AND CONTAINING 8.35 ACRES OF LAND MORE OR LESS.



THE CITY OF HILLSBORO, KANSAS
 W/2 NE/4
 LESS AND EXCEPT 16.05 ACRES ±
 SECTION 35
 T19S, R2E
 6th P.M.
 BOOK M205, PAGE 649
 MARION COUNTY, KANSAS
 (O.P.R.M.C.K)

HILLSBORO DEVELOPMENT CORPORATION
 PARCEL ID: 0571373500001001010

ZONE "X"

M: N 65°15'49" E 135.38'

1/2" IRON ROD W/CAP
"TOPOGRAPHIC" SET

M: N 67°35'54" E 172.90'

1/2" IRON ROD W/CAP
"TOPOGRAPHIC" SET

1/2" X 24" IRON ROD W/CAP
"TOPOGRAPHIC" SET

M: N 89°05'47" E 404.82'

1/2" X 24" IRON ROD W/CAP
"TOPOGRAPHIC" SET

LAND AREA
 TOTAL AREA: 8.35 ACRES ±
 363,760 SQ FT ±


M: N 00°45'27" W 434.77'

M: S 00°45'27" E 552.84'

P.O.B.

M: N 00°45'27" W 55.00'

M: S 89°05'47" W 689.22'



Annual Council
Update
6th February 2024

Golf Course Superintendent:
Avery Unruh

Photo: 1st Green Hillsboro Municipal

1

Major Jumps in Numbers

- We saw major jumps in numbers around key pieces of the course from 2021-2022. These numbers are all estimated
 - 20% increase in Greens Fees
 - 21% increase in Rentals (includes carts, push-carts, and clubs)
 - 36% increase Driving Range sales.
- Although, we did see a small drop in membership from 2021-2022.
- This fell short of my goal to gain 5 new members a year for the foreseeable future.

2

Major Jumps in Numbers

- We saw major jumps in numbers around key pieces of the course from 2022-2023.
 - 22% increase in Greens Fees (6,000 rounds played!)
 - 93% increase in Rentals (includes carts, push-carts, and clubs)
 - 47% increase in Driving Range sales
- We did see an increase in membership in 2023 (133 total).
 - 61 single memberships
 - 27 family memberships (65 total members)
 - 7 student memberships
- This helped us reach our goal of 5 new members each year for the foreseeable future. We are already on pace to surpass this goal in 2024.

3

2024 Tournaments

March 23		Hillsboro Open
April 28		Rundstrom 2-person Best Ball
May 18		Tip and Tuck 2-person Scramble
June 8		7-Person 27-Hole Alternate Play
June 22		Couples Tournament
July 6		2-person Ghost Ball
August 3-4		Men's Club Championship
August 17-18		Hillsboro/Marion 3-Person Scramble
August 28		Men's Senior's Tournament
September 14-15		Challenge Cup at Hillsboro
October 5		One-person Scramble

Other Dates not sponsored by the Golf Course

April 9		HHS Invitational
April 26		HHS JV Tournament
May 2		HHS Marion County Invitational
May 24		Countryside Feed Golf Outing
July 28		American Legion 3-person Scramble

We have added 3 tournaments to this year's schedule!

4

Taking on More Responsibility

- 2024 will be the last year The Hillsboro Golf Association continues as our advisory board. We want to thank them for their many years of service!
 - In 2023 they took on a smaller role as the City began to take on the management of the Hillsboro Golf Course.
 - They set calendar dates, ran tournaments, and played an advisory role to the golf course staff.
- What this means...
 - Tyler Ediger will be taking on a new title as the Hillsboro Golf Course Assistant Superintendent and Tournament Director.
 - Along with the responsibilities he took on in his first season at the golf course, he will also be running tournaments and managing the clubhouse.
 - We will be incorporating a small board of 3-4 individuals that will continue in an advisory role for years to come.

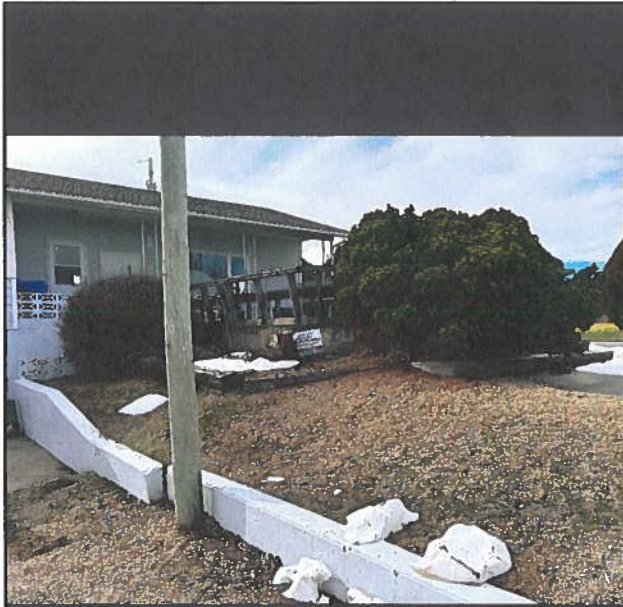
5



Ways the Council can Help

- Capitol Improvements
 - There are many growing issues on the course that a few projects could fix:
 - Deck Project
 - Updating clubhouse bathroom to be ADA compliant
 - Resurfacing service road/walking path
 - Residing mower shop
 - Adding more cart paths
 - Fixing drainage issues on Holes 7 and 5
- Encourage city residents to use the golf course.

6



Clubhouse Remodel/Deck Project

- The clubhouse deck has seen better years:
 - Failing concrete structure
 - Drainage issues
 - Failing retention/foundation walls
 - Rotted out railing/seating
 - Code violations (No ADA compliance)
 - Unusable grilling space

7

Failing Concrete/Drainage Issue



8

Failing Retention Walls



9

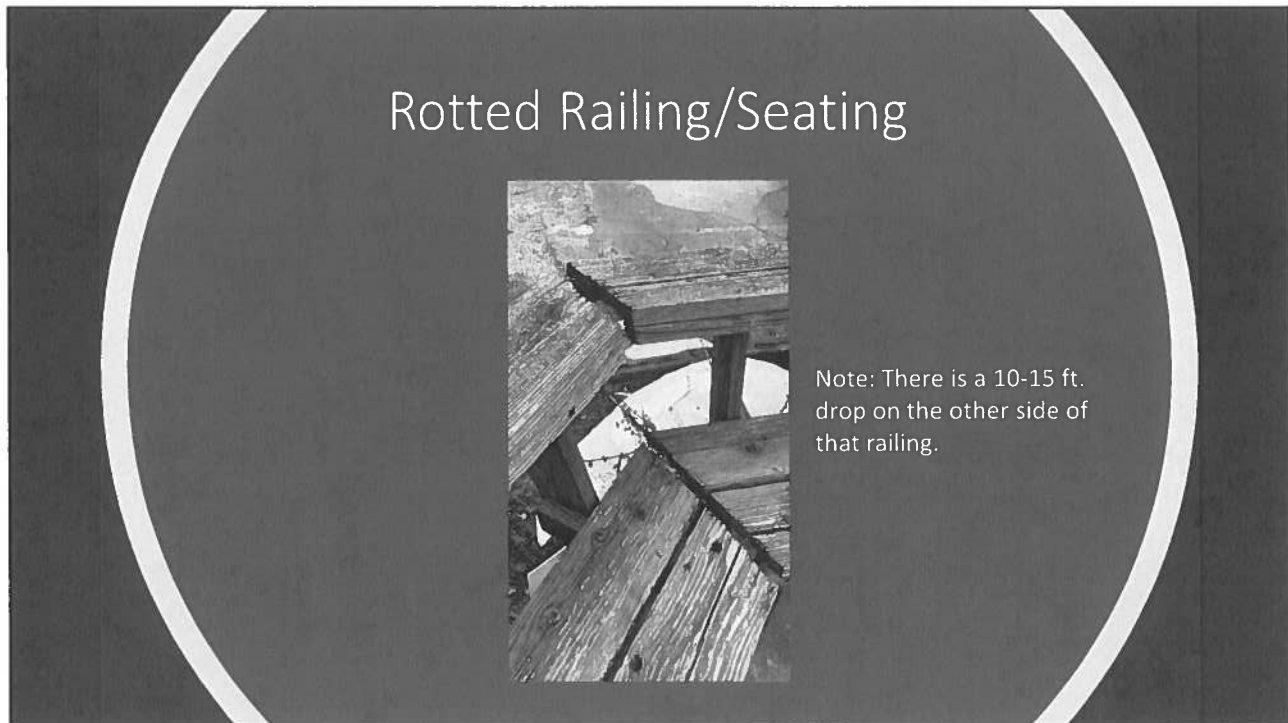
Failing Foundation Wall



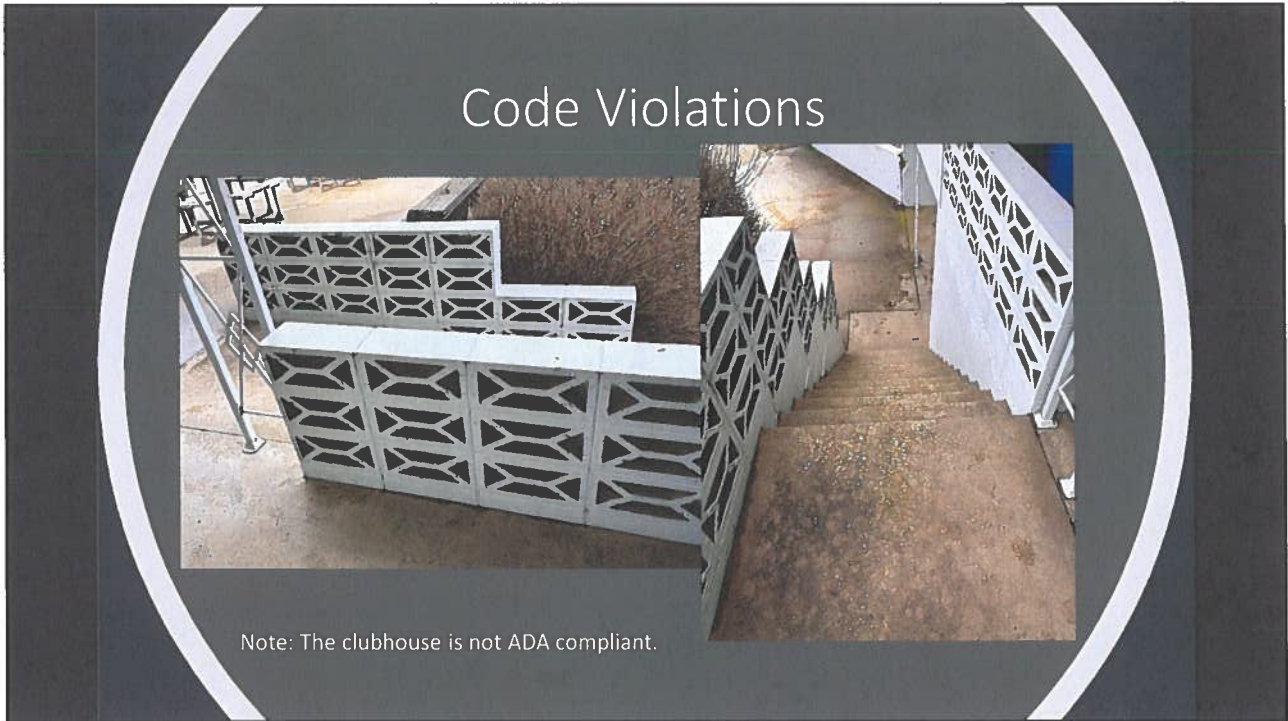
10



11



12



13



Clubhouse Remodel/Deck Project

- The clubhouse deck project: \$47,500
 - This quote will fix:
 - Concrete and drainage issues
 - Failing retention and foundation walls
 - Deck railing
 - Bring stairwell up to code
 - Bring clubhouse up to ADA compliance (excluding the bathrooms)
 - Give the golf course a usable outdoor kitchen/grilling space
- The Hillsboro Golf Association is donating \$20,000 toward the project.
- The remaining funds needed: \$27,500

14



Clubhouse Remodel/Deck Project

- Alternative fixes: \$8,500
 - This quote will fix:
 - Deck railing
 - Bring stairwell up to code
 - What it won't fix:
 - Concrete and drainage issues
 - Failing retention and foundation walls
 - Bring clubhouse up to ADA compliance (excluding the bathrooms)
 - Give the golf course a usable outdoor kitchen/grilling space
 - The alternative fix still leaves many liability issues the City of Hillsboro could be held responsible for.
 - All these things need to be fixed, not only to protect those who use our facilities but the City itself.

Staff Report

To: Honorable Mayor and City Council

From: Matt Stiles, City Administrator

Date: February 6, 2024

Re: Transformer Purchases

Background: Attached are proposals from Midwest Electric Transformer Services for the purchase of twelve (12) 50 KVA pad mount transformers and one (1) 300 KVA pad mount transformer. The 50 kVA transformers are residential transformers and the 300 kVA transformer is backup transformer for larger users. Currently 50 kVA transformers are \$7,395 per transformer and the 300 kVA transformer is \$28,230 per transformer. The lead time for the 50 kVA transformers is 30-40 weeks. The larger 300 kVA transformer has a 30 week lead time.

The 50 kVA transformers are needed for the Mennonite Housing project. Even though we are not confirmed that the project is happening we need to place the order now to have the transformers on hand when construction would start. If that project did not move forward, we would use those transformers for a replacement project in Carriage Hills. The cost of the transformer is normally passed along to the user on new builds. With Mennonite Housing we will need to address those costs in a development agreement.

The 300 kVA transformer is for the childcare center. The change in use for the building requires a large transformer than is currently in use. Again an upgrade like this is typically borne by the user. The cost of the transformer was included in the estimates for the renovation.

Financial Impact: The purchase of transformers would come from the electric department commodities and capital improvement lines which have sufficient budgeted authority at \$270,000. However, the budget may need to be adjusted as purchases are made throughout the year. The fund will recover some if not all the costs from the end users, creating an offsetting revenue. The electric fund ended 2023 with a balance of \$696,182.17.

The actual purchase price is \$116,970 however, we are purposing a not to exceed cost of \$126,000 because the electric system is subject to sales tax.

Recommendation: Staff recommends approving the proposed transformer purchases from Midwest Electric Transformer Services at a cost not to exceed \$126,000



December 27, 2023
Quote Number: 2892

City of Hillsboro
Todd Helmer
Hillsboro, Kansas

Midwest Electric Transformer Services is pleased to offer the following quotation for your consideration:

Qty: 12) 50 KVA Single Phase Padmount Transformers
Primary Voltage: 12470Y/7200 (95 KV BIL)
Secondary Voltage: 240/120 (30 KV BIL)
No Taps
60 Hz, 65 °C Rise, Standard Impedance
Dead Front, Loop Feed
2) Well and 15 kV Insert HV Bushings
3) Stud LV Bushings
Bayonet Fusing
Internal Fault Detector
Pressure Relief Valve
Non-PCB Mineral Oil
Munsell Green Paint

Price: \$7,395.00 each
Shipment: 30-40 Weeks ARO
Warranty: 3 Years
FOB: Freight Allowed to Kansas
Terms: Net 30 Days with prior approved credit.
~Pricing valid for 15 days

If you have any questions or if you need anything additional regarding this quote, please call me at 785-577-5475.

Thank you,

Reed Hammond – Manager
Midwest Electric Transformer Services
785-577-5475
reed@midwesttransformer.com

88: 740
Transformers
+
Wire/Pads/Terminations/Conduit



City of Hillsboro
Todd Helmer
Hillsboro, Kansas

January 29, 2024
Quote Number: 2995

Midwest Electric Transformer Services is pleased to offer the following quotation for your consideration:

Qty: 1)	300 KVA Three Phase Padmount Transformer Primary Voltage: 12470Y/7200 (95 KV BIL) Secondary Voltage: 208Y/120 (30 KV BIL) No Taps 60 Hz, 65 °C Rise, Standard Impedance Dead Front, Loop or Radial Feed Well and 15 kV Insert HV Bushings Spade LV Bushings Bayonet Fusing Drain Valve and Sampler Internal Fault Detector Non-PCB Mineral Oil	Price: \$28,230.00 each
	Shipment: 30 Weeks ARO	
	Warranty: 3 Years	
	FOB: Freight Allowed to Kansas	
	Terms: Net 30 Days with prior approved credit.	
	~Pricing valid for 15 days.	

If you have any questions or if you need anything additional regarding this quote, please call me at 785-577-5475.

Thank you,

Reed Hammond – Manager
Midwest Electric Transformer Services
785-577-5475
reed@midwesttransformer.com

Staff Report

To: Honorable Mayor and City Council
From: Matt Stiles, City Administrator
Date: February 6, 2024
Re: 2026 Altec Bucket Truck Replacement

Background: The electric department is scheduled to replace the oldest of its two bucket trucks in 2026. Altec is the major supplier of bucket trucks for the electric industry and one of the only primary manufacturers. Since the pandemic supply issues started the lead time for a bucket truck has dramatically expanded. In pre-pandemic era, a wait time of up to 6 months was common for a new truck. By 2022 the lead time had been pushed out to 5 years, with no guarantee of delivery or price at that time.

Revisiting the issue with Altec in 2023, the wait time has been reduced to a 2026 delivery date. To be considered for a delivery in 2026, the city must join the queue. The queue system is just a place holder. There is no binding agreement to accept delivery or an established price that vehicle would be. Being on the pre-order list puts the city in a position to buy when production can catch up to demand. The attached quotation provides the specs as per the Electric Department's needs.

Financial Impact: The Electric Department currently has two leased vehicles. The 2019 digger truck, used for setting poles, is on an 84 month lease that will be paid in October 2026. The 2020 small bucket truck is on 60 month lease that will be paid in February 2025. Those combined payments are \$67,736 annually. Retiring those leases would position the fund for a 2026 delivery.

The proposed 2026 model has an estimated price of \$308,220, subject to change between now and 2026. Given time to plan for the expense, the retiring leases, and the current financial position of the fund it may be preferable to purchase the truck outright in 2026 rather than financing. Either way, there will be options at that time.

Purchasing this truck would allow for the oldest bucket truck to be rotated out and be sold in the secondary market. The value of a used truck could be over \$30,000 making the next cost less than \$300,000.

Recommendation: As noted before, there is no real binding effect to entering the queue with Altec. At this point they do not require downpayment to secure a spot in the queue. A 2026 delivery year fits into the replacement schedule. According to Altec, in the unlikely event that a truck would be available earlier then we may have the option to purchase it. The important thing is officially getting into the queue.

Staff recommends notifying Altec of the city's desire to purchase 2026 bucket truck.

February 1, 2024
Our 95th Year

Ship To:
CITY OF HILLSBORO (KS)
ELECTRIC DEPT
118 E GRAND
P O BOX 125
HILLSBORO, KS 67063
US

Bill To:
CITY OF HILLSBORO (KS)
ELECTRIC DEPT
118 E GRAND
P O BOX 125
HILLSBORO, KS 67063
United States

Attn: TODD HELMER
Phone: 620-9471655
Email: thelmer@cityofhillsboro.net

Altec Quotation Number: 1548855 - 1
Account Manager: Tim B. Wilcoxson
Technical Sales Rep: Paige Shelter

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	<p>206 Altec Model AM55E articulating overcenter aerial device with an insulating lower arm, insulating upper boom and the Altec ISO-Grip (U.S. Patent No. 7,416,053) system, an upper control system incorporating high resistance components at the boom tip, for installation over rear axle, built in accordance to ALTECS standard specifications and to include the following features:</p> <ul style="list-style-type: none"> A. Ground to Bottom of Platform Height: 56.0 feet at 4.0 feet from centerline of rotation (17.1 m at 1.2 m) B. Working Height: 61.0 feet (18.6 m) C. Maximum Reach to Edge of Platform with Upper Boom Overcenter: 48.8 feet (14.9 m) D. Maximum Reach to Edge of Platform with Upper Boom Non-overcenter and Lower Boom at 124 degrees: 43.4 feet at 25.7 foot platform height (13.2 m at 7.9 m) E. Pedestal and Turntable: Box structure design with large service openings, 1.55 inch (32 mm) top plate of pedestal and stiffened . inch (32 mm) bottom plate of turntable machined after welding to provide a rigid, flat mounting surface for the rotation bearing. This extends the life of the bearing and reduces life cycle cost. F. Rotation: Continuous rotation provided by worm gear drive, equipped with extended shaft for manual rotation, driving a shear ball bearing rotation gear. The fully adjustable rotation drive assembly includes an external eccentric ring adjustment of the gearbox pinion gear to the main rotation bearing, permitting the ability to easily adjust backlash, reduce boom side play and ensure proper tooth contact over the life of the unit. This reduces life cycle cost. G. Lift Cylinders: The rod eye is both thread and weld fastened to the rod while the blind end of the cylinder is of cast steel, one piece design, which houses internal (unexposed), cartridge-type, bi-directional counter-balance holding valves. Self-aligning, spherical ball-type bushings are used at each end of the cylinder. H. Lower Boom: Constructed of two fixture-welded, (80,000 PSI [551,580 kPa] yield) high strength low alloy steel side plates. Insulator provides 24 inches (610 mm) of isolation in the lower boom. The inner surface of the fiberglass insulator has a 	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a protective coating. The AM55E lower boom articulation is 0 degrees to 124 degrees.		
I.	Lower Boom Stow Protection: To help prevent excessive down pressure by boom structures when stowing.		
J.	Lower Boom Pivot Pin: high strength chrome plated steel with self-lubricating, replaceable, non-metallic bearing.		
K.	Upper Boom: Utilizes a fixture welded, high strength low alloy steel structure designed to accept Altec fiberglass upper boom section. Steel/glass attachment is bolted and bonded. The fiberglass section provides a minimum of 150 inches (3810 mm) of isolation in the upper boom. The inner surface of the fiberglass boom has a wax coating molded in during manufacture to provide a dry, smooth inner surface which will cause moisture to bead. The outer surface has a protective coating. Upper boom articulation is 0 degrees to 210 degrees		
L.	Boom Linkage, Altec Patented Walking Link: This design features uniform speed of upper boom, and provides smooth, continuous, self-adjusting, low maintenance operation.		
M.	Side-by-Side Boom Stow: This design offers low travel height, low center of gravity and provides easy platform access		
N.	Upper Boom Hold Down Device: Manual locking system.		
O.	Platform Leveling System: The platform is leveled by a single leveling chain with fiberglass rods in upper and lower boom, designed to maintain the dielectric integrity of the aerial device. Controls for tilting the platform are located at the platform. The mechanism for tilting the platform includes one dual acting cylinder incorporating counterbalance load holding valves to lock the platform in the event of hydraulic line failure.		
P.	Platform: Totally enclosed, fiberglass.		
Q.	ISO-GripSystem: The Altec ISO-Grip (U.S. Patent No. 7,416,053) System includes the following boom tip components that can provide an additional layer of secondary electrical contact protection. This is not a primary protection system. 1. Control Handle: An insulated single handle controller that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. The handle also includes an interlock guard that reduces the potential for inadvertent boom operation. 2. Auxiliary Control Covers: Non-tested blue silicon covers for auxiliary controls. 3. Control Console: Non-tested non-metallic control console plate. 4. Boom Tip Covers: Non-tested non-metallic boom tip covers. The covers are not dielectrically tested, but they may provide some protection against electrical hazards.		
R.	Outrigger/Boom Interlock System: Helps prevent operator from using unit until all outriggers are lowered.		
S.	Outrigger/Unit Selector Control: Located near the outrigger controls, allows operator to divert hydraulic oil from machine circuit for outrigger operation. This reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped.		
T.	Outrigger Motion Alarm: Provides audible alarm when any of the outriggers are in motion.		
U.	Back-up Alarm, installed		
V.	Preventative Maintenance: Unit owner can select means of tracking maintenance intervals by calendar time or PTO hours. If the owner selects calendar driven cycles, preventative maintenance is required no more frequently than every 6 months. If the owner selects PTO hour driven cycles, preventative maintenance interval is likely to be greater than 6 months. Both programs allow the equipment owner to lower life cycle costs through higher product uptime and lower		

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

UTILITY EQUIPMENT AND BODIES SINCE 1929

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<p>maintenance costs.</p> <p>W. ISO 9001: This aerial device is designed and manufactured in a facility that is certified to meet ISO 9001 requirements.</p> <p>X. Manuals: Two (2) Operators and two (2) Maintenance/ Parts manuals</p> <p>Y. Paint: Altec Powder Coat Paint Process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electro-statically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection</p>		
2.	375 - Automatic Upper Boom Latch	1	
3.	217 - Single, Two-Man Side-Mounted Platform - 24 X 48 X 42 Inches (610 X 1219 X 1067 Mm). Platform Rotates 90 Degrees To End Of Boom With Altec Patented Rotator. Includes Two Sets Of Quick Disconnects And Controls For Hydraulic Tools.	1	
4.	Soft Platform Cover For Two Man Platform (24x48)	1	
5.	259 - Polyethylene Platform Liner For Two Man Platform, 50 Kv Rating (Minimum)	1	
6.	237 - Platform Capacity Rating Of 300 Lbs. Per Operator, 300 Lbs. For Single Man Platform, 600 Lbs. For Two Man Platform	1	
	A. All Capacities Are Based On Bare Platforms' Liner Weight Is Not Included		
7.	338 - Pilot Pressure - System Operates At 350 To 3,000 Psi (24 To 207 Bar), And 17 Gpm (64.4 Lpm). System Is Closed Center, Pressure Compensating.	1	
8.	Twist style single handle controller. The controller is positioned so that when you are standing in the platform with the platform in the stowed position facing the controller the handle points towards the elbow of the unit and the head of the controller points toward rear of the truck. Unit rotation is driven by a twist action of the control handle. This style of controller is only available with a pilot pressure system.	1	
9.	219 - Hydraulic Extend Jib - Material Handling, Hydraulically Articulated Jib, -30 Degrees To +90 Degrees Tilt Angle (Relative To The Upper Boom). Jib Can Be Hydraulically Extended To 54.4 Inches (1382 Mm) From Mounting Shaft To Load Line. The Jib Is Hydraulically Extended And Retracted In Two 18 Inch (457 Mm) Increments For A Total Of 36 Inches (914 Mm) Under Full Load.	1	
	A. Capacities Up To 2000 Pounds (907 Kg) Based On Boom Position		
	B. Load Chart Based On Platform Configuration		
	C. Hydraulically Articulated Jib With -30 Degrees To 90 Degrees Tilt Angle Relative To The Upper Boom. Jib Is One Piece, 4 Inches Square X 63 Inches Long (102 X 1600 Mm)		
	D. Hydraulically Extendible Jib Telescopes In And Out 18 Inches (457 Mm). Jib May Be Manually Re-Pinned Under Load And Telescoped An Additional 18 Inches For A Total Movement Of 36 Inches (914 Mm) Under Load		
	E. Hydraulically Powered Winch That Is Rated To 2,000 Pounds (907 Kg) Full Drum, Mounted On End Of Upper Boom And Includes 80 Feet (24 M) Of 1/2 Inch (13 Mm) Double-Braided Synthetic Rope		
	F. Auxiliary Winch Line Control Valve At Turntable		
10.	234 - Minimum Jib Rating - Applied To E Version Machines With The Lower Boom Beyond 100 Degrees, This Rating Minimizes The Required Vehicle Weight For Stability.	1	

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

UTILITY EQUIPMENT AND BODIES SINCE 1929

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
11.	393 - 12 VDC Electrical System Voltage	1	
12.	Engine Start/Stop with Secondary Stowage System, 12 VDC electric powered. Includes pump and motor, operates from chassis battery. Control is captive air operated from the platform and momentary switch operated from the lower controls. This option allows the operator to start and stop the operation of the units as well as completely stow the booms and platform in a situation wherein the primary hydraulic source fails.	1	
13.	320 - Category B, 46 kV And Below - Includes Lower Test Electrode System	1	
14.	470 - Primary Outrigger, X-Frame With Fold-Up Shoe - Provides 174 (4429 Mm) Maximum Spread And Weighs 1,500 Pounds (680 Kg)	1	
15.	450 - Auxiliary Outrigger, A-Frame With Fold-Up Shoe - Provides 153 (3886 Mm) Maximum Spread And Weighs 1,350 Pounds (612 Kg)	1	
16.	Auxiliary 3 Inch Outrigger Extension, Engineering to Determine Final Height	1	
17.	Powder coat unit Altec White.	1	
<u>Unit & Hydraulic Acc.</u>			
18.	AM50/50E/55/55E/60/60E Series Unit Installation Components	1	
19.	Hook, Material Handling, 1-Ton With Latch, Installed On End Of Aerial Winch Line	1	
20.	Standard Spacer between Subbase and frame for hose routing and ease of maintenance.	1	
21.	Reservoir, 30 Gallon, Triangular, Mounted in Cargo Area	1	
	A. Internal return filter, 10 micron absolute, fiberglass media		
	B. Ball valves in suction and return lines.		
	C. Magnetic suction strainer.		
	D. Filler/breather cap with dipstick.		
22.	AM50/55/60/50E/55E/60E Subbase	1	
23.	HVI-22 Hydraulic Oil (Standard).	35	
24.	Standard Pump For PTO	1	
25.	Hot shift PTO for automatic transmission	1	
26.	Muncie PTO (Altec Standard)	1	
27.	Standard PTO/Transmission Functionality for Automatic Transmissions -If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1	
<u>Body</u>			
28.	170 inch Large Universal Aerial Body with outrigger housings, suitable for installing on	1	

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

Item	Description	Qty	Price
	any 4x2 chassis with an approximate CA dimension of 120 inches, built in accordance with the following specifications:		
A.	Basic body fabricated from A40 grade 100% zinc alloy steel.		
B.	All doors are full, double paneled, self-sealed with built-in drainage for maximum weather-tightness. Stainless steel hinge rods extend full length of door.		
C.	All doors are to contain stainless steel flush type, single point, two-stage rotary paddle latches with recessed handles, including keyed locks and strikers. Door latches are bolted to the outer door panel.		
D.	Heavy-gauge welded steel frame construction with structural channel crossmembers and smooth floor.		
E.	Possible contact edges are folded for safety.		
F.	Integrated door header drip rail at top for maximum weather protection.		
G.	Fender panels are either roll formed or have neoprene fenderettes.		
H.	Steel treated for improved primer bond and rust resistance.		
I.	Automotive undercoating applied to entire underside of body.		
J.	Primer applied to complete interior and exterior of body.		
K.	Automotive type non-porous door seals fastened to the door facing.		
L.	170 inch overall body length.		
M.	94 inch overall body width.		
N.	46 inch overall body height.		
O.	18 inch body compartment depth.		
P.	Finish paint body Altec White at body manufacturer.		
Q.	2 inch x 6 inch drop-in wood cargo retaining board at rear of body.		
R.	2 inch x 6 inch drop-in wood cargo retaining board at top of side access step.		
S.	Gas shock type rigid door holders for vertical doors.		
T.	Standard master body locking system.		
U.	One (1) wheel chock holder installed in fender panel on each side of body.		
V.	Hotstick shelf extending from rear of first vertical to rear of body on streetside.		
W.	Two (2) hotstick brackets installed on street side.		
X.	Large side hinged hotstick door for multiple shelves on streetside.		
Y.	B-line channel installed in all compartments.		
Z.	1st vertical street side (LH) - Three (3) adjustable shelves with removable dividers on 4 inch centers.		
AA.	2nd vertical street side (LH) - Six (6) locking swivel hooks on adjustable rails. 1-4-1 configuration.		
AB.	3rd vertical street side (LH) - Six (6) locking swivel hooks on adjustable rails. 1-4-1 configuration.		
AC.	1st horizontal street side (LH) - One (1) plain fixed shelf extending through the rear vertical.		
AD.	Rear vertical street side (LH) - Outrigger housing.		
AE.	1st vertical curb side (RH) - Three (3) adjustable shelves with removable dividers on 4 inch centers.		
AF.	2nd vertical curb side (RH) - Six (6) locking swivel hooks on adjustable rails. 1-4-1 configuration.		
AG.	3rd vertical curb side (RH) - Gripstrut access steps with two (2) sloped grab handles.		
AH.	1st horizontal curb side (RH) - Two (2) adjustable shelves with removable dividers on 8 inch centers.		
AI.	Rear vertical curb side (RH) - Five (5) locking swivel hooks on fixed rails. 1-3-1 configuration.		
AJ.	Rear vertical curb side (RH) - Outrigger housing.		
AK.	Curbside compartment top access step installed in the cargo area behind side access step.		

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
AL.	24 inch long x 94 inch wide steel tailshelf with 3 inch high retainer rail around sides and rear, installed at rear of body.		
<u>Body and Chassis Accessories</u>			
29.	ICC (Underride Protection) Bumper Installed At Rear	1	
30.	T-125 Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL)	1	
31.	Set Of Eye Bolts for Trailer Safety Chain, installed one each side of towing device mount.	1	
32.	Glad Hands At Rear, Straight Type	1	
33.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1	
34.	Platform Access Step From Top of Body Compartment	1	
35.	Platform Rest, Rigid with Rubber Tube	1	
36.	Lower Boom Rest Weldment	1	
37.	Mounting Brackets for Lights, Located on Lower Boom Rest	1	
38.	Wood Outrigger Pad, 24 x 24 x 2.5 Inch, With Rope Handle	4	
39.	Outrigger Pad Holder, 25" L x 25" W x 5" H, Fits 24.5" x 24.5" x 4" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	4	
40.	Pendulum Retainers For Outrigger Pad Holders	4	
41.	Mud Flaps With Altec Logo (Pair)	1	
42.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1	
43.	Dock Bumpers (Pair), Fixed Mounting (Rectangular Bumper), Installed At Rear Frame Rails So They Are The Furthest Point Back	1	
44.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1	
45.	Safety Harness And 4.5' Lanyard (Fits Medium To Xlarge) Includes Pouch and Placards	2	
46.	5 LB Fire Extinguisher With Light Duty Bracket, Installed (In Cab or Inside Compartment Only)	1	
47.	Triangular Reflector And Flare Kit [Contains 3 Reflectors And 3 Flares/Fuses (20 Minutes Each)], Shipped Per DEPS-0042	1	
48.	Vinyl manual pouch for storage of all operator and parts manuals	1	
<u>Electrical Accessories</u>			
49.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED,	1	

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

UTILITY EQUIPMENT AND BODIES SINCE 1929

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	including LED reverse lights)		
50.	Altec Standard Amber LED Strobe Light with Brush Guard Installed on boom stow, one each side	2	
51.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
52.	Altec Standard Multi-Point Grounding System	6	
53.	Copper U Shaped Grounding Lug (Threaded) CS front and rear	2	
54.	7-Way Trailer Receptacle (Pin Type) Installed At Rear	1	
55.	Relocate Trailer Receptacle Supplied With Chassis	1	
56.	Electric Trailer Brake Controller (Draw-Tite Activator II #5504)	1	
57.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1	
58.	Pre-Wire Power Distribution Module 10 is a compact self-contained electronic system that provides a standardized interface with the chassis electrical system.	1	
<u>Finishing Details</u>			
59.	Powder Coat Unit Altec White	1	
60.	Finish Paint Body Accessories Above Body Floor Altec White	1	
61.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
62.	Apply Non-Skid Coating to all walking surfaces	1	
63.	English Safety And Instructional Decals	1	
64.	Vehicle Height Placard - Installed In Cab	1	
65.	Placard, HVI-22 Hydraulic Oil	1	
66.	Dielectric test unit according to ANSI requirements.	1	
67.	Stability test unit according to ANSI requirements.	1	
68.	Focus Factory Build	1	
69.	Delivery Of Completed Unit	1	
70.	Inbound Freight	1	

We Wish To Thank You For Giving Us The Pleasure
And Opportunity of Serving You

UTILITY EQUIPMENT AND BODIES SINCE 1929

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
71.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1	
72.	AM55E, Line Body, International 4300, 4x2, Automatic Transmission	1	
73.	Stock Unit	1	
<u>Chassis</u>			
74.	Altec Supplied Chassis	1	
75.	2026 Model Year	1	
76.	International MV607	1	
77.	4x2	1	
78.	Chassis Cab	1	
79.	Regular Cab	1	
80.	122 Clear CA (Round To Next Whole Number)	1	
81.	GVWR 33,000 LBS	1	
82.	14,000 LBS Front GAWR	1	
83.	23,000 LBS Rear GAWR	1	
84.	Cummins B6.7	1	
85.	Allison 3500 RDS Automatic Transmission (Left and Right Side PTO Openings Only)	1	
86.	No Idle Engine Shut-Down Required	1	
87.	Air Brakes	1	
88.	Park Brake In Rear Wheels	1	
89.	International - Pre-Wire Chassis with Cab Pass-Thru (8HBE)	1	
<u>Additional Pricing</u>			
90.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	

Unit / Body / Chassis Total	308,220.00
FET Total	0.00
Total	308,220.00

Altec Industries, Inc.

BY

Paige Shelter

Notes:

1 Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are budgetary only due to irregular cost inflation and market volatility. These prices will be reviewed based on market conditions and confirmed closer to the production date.

For a quoted chassis model year beyond the current open order bank, chassis model year, specifications and price should be considered estimates only and subject to change. Chassis model year, specifications and price will be reviewed and confirmed when specific model year information becomes available from the OEM.

2 Estimated Delivery: 23-25 months after receipt of order PROVIDING:
A. Customer supplied chassis (if applicable) is received a minimum of sixty (60) days before scheduled delivery.
B. Customer approval drawings are returned by requested date.
C. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.
D. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.

Estimated Delivery is based on information at time of quote and is subject to change.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.

3 This quotation is valid until MAR 17, 2024. After this date, please contact Altec Industries, Inc. for a possible extension.

4 F.O.B. - Customer Site

5 Interest charge of 1/2% per month to be added for late payment.

6 FINANCING AVAILABLE: Please contact Altec Capital at (888) 408-8148 or email finance@altec.com for more information.

7 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.

8 Changes made to this order may affect whether or not this vehicle is subject to F.E.T. A review will be made at the time of invoicing and any applicable F.E.T. will be added to the invoice amount.

9 Any payment made by a credit card may be subject to a surcharge fee.

10 Altec Standard Warranty:

One (1) year parts warranty.

One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

11 Altec Extended Warranty Option:

An Altec Extended Warranty is an extension of Altec's Limited Warranty and protects you from the repair cost associated with defects of materials and workmanship after the standard Limited Warranty expires.

Altec offers many types of coverages and coverage packages. Ask your Altec account manager for details. Quotes are available upon request.

12 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.

13 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards and remaining in compliance of DOT until arrival at an Altec Facility. This will include, but is not limited to engine, tires, lights, brakes, glass, etc. All equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties. ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.

All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.

Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.

14 The final fully loaded weight of the truck and structural ratings of the hitch assembly may reduce the towing capacity and the vertical load capacity of the finished truck. These capacities may not match the ratings of the chassis or hitch.

15 Altec takes pride in offering solutions that provide a safer work environment for our customers. In an effort to focus on safety, we would encourage you to consider the following items:

- Outrigger pads (When Applicable)
- Fall Protection System
- Fire extinguisher/DOT kit
- Platform Liner (When Applicable)

Altec Sentry Training
Wheel Chocks

The aforementioned equipment can be offered in our new equipment quotations. If you find that any of these items have not been listed as priced options with an item number in the body of your quotation and are required by your company, we would encourage you to contact your Altec Account Manager and have an updated quote version sent to you. These options must be listed with an item number in the quotation for them to be supplied by Altec.

16 Altec values your data privacy. The Altec Family of Companies (including Altec, Inc., and its subsidiaries) may collect telematics data from the equipment you own. Please review Altec's Equipment Data Privacy Notice on www.altec.com for more information. By purchasing equipment from Altec, you consent to Altec's right to collect and use such data.

17 **RECOMMENDED OPTIONS AND ACCESSORIES:** These options are included in the quote total price. Any options added after initial order will be re-quoted.

- LED Strip Compartment Lights
- Two (2) Go-Lights Installed on Boomstow
- 24" Platform Elevator
- Plastic Outrigger Pads ILO Standard Wood Pads
- Remove Safety Harnesses
- Altec 8 Year Labor, Material, Expense Extended Warranty
- Navistar 72 Month/100k Mile Extended Warranty
- Allison 60 Month/Unlimited Mileage Extended Warranty
- Cummins 72 Month/150k Mile Extended Warranty
- Cummins 72 Month/150k Aftertreatment Extended Warranty

Staff Report

To: Honorable Mayor and City Council

From: Matt Stiles, City Administrator

Date: February 6, 2024

Re: Computer Replacements

Background: The attached proposal from Networks Plus, the city's IT provider, would replace and install 5 desktop and 2 laptop computers. As part of our agreement with Networks Plus they have helped us identify and plan for the replacement of our IT infrastructure. The 7 replacement units were identified as the oldest and least secure computers in our system. The existing computers being replaced were as old as 2014 and many had operating systems that were not compatible with our IT security programs. Many of the locations being replaced are high level users, but they still present a security risk.

As part of the replacement process, we have standardized the specifications and models of computers that we plan on deploying in the future. For desktops, we are using Dell OptiPlex 7010 and for laptops we are deploying Dell Precision 5540. Both units are business class. Each of the units has an extended three year parts and labor warranty allowing for quick repair or replacement.

After this initial round of replacements, we will have taken care of our highest security risks. In future years we plan on scheduling replacements for computers on 4-5 year rotation.

Financial Impact: The proposal is \$10,625 which covers the 7 computers, project installation and shipping. Costs will be paid by the associated departments including recreation, golf, electric, fire, museum, and streets.

Recommendation / Discussion: Staff recommends approving the proposal from Networks Plus for \$10,625.



NETWORKS
PLUS

We have prepared a quote for you

PC Refresh

Quote # 007134
Version 1

Prepared for:

City Of Hillsboro

Matt Stiles
mstiles@cityofhillsboro.net

Project Info / Notes

Description	Qty
<p>Project Notes</p> <p><u>PC Refresh</u></p> <ul style="list-style-type: none">• Replacing the below users (User – Device – PC Type) current machine:<ul style="list-style-type: none">○ Jerry Mendoza REC - HB-Recreation – Laptop○ Avery Unruh - UNKNOWN LAPTOP – Laptop○ Electric Department - HBELECLPW10 – Desktop○ Museum Desktop - HBMuseum-PC – Desktop○ Dale Dalke - DESKTOP-49P5BL6 - Desktop○ Ben Steketee - BSTEKW701 – Desktop○ Fire Dept Office HBFireDeptW10 - Desktop• Transition all current Networks Plus services and remove agents off of old machines<ul style="list-style-type: none">○ Proactive Monitoring and Management○ Advanced Endpoint Security• Setup PC name with Company's PC naming policy. <u>***Matt and Danielle are currently working on new naming system, please verify with them before naming PC***</u>• Download Microsoft 365 applications: Word, Excel, Outlook• Copy all internet browser bookmarks to new PC• Create/Copy any existing desktop shortcuts• Connect to printer(s)• Connect to local software applications• Document required software, printers, and other business required applications to clients IT Glue environment.• Matt stated he will be handling any monitors, cables, and/or peripherals needed and will have them available when we come onsite for install.<ul style="list-style-type: none">○ Advised we will need DisplayPort connections to hook into new desktops.	

Hardware

Warranties on equipment purchased are provided directly to clients by the manufacturer and are governed by the manufacturer's policy. Any and all Networks Plus labor spent on warranty issues will be at partner's billable hourly rate.

Description	Price	Qty	Ext. Price
5540CTO Dell Precision 5540 - Customized to Order - 15.6" FHD (1920x1080) Non-Touch, AG, IPS, 250 nits, FHD Cam, WLAN - 13th Gen Intel® Core™ i5-1335U (12 MB cache, 10 cores, 12 threads, up to 4.6 GHz Turbo) - 16 GB, 2 x 8 GB, DDR4, 3200 MT/s, Non-ECC, dual-chann	\$1,065.00	2	\$2,130.00
7010CTO Dell Optiplex 7010 - Customized to Order - Small Form Factor - 13th Gen Intel® Core™ i5-13500 (24 MB cache, 14 cores, 20 threads, 2.50 GHz to 4.80 GHz Turbo, 65 W) - 16 GB: 2 x 8 GB, DDR5 - 512 GB, M.2 2230, PCIe NVMe, SSD, Class 35 - Dell Pro Wireless Ke	\$943.00	5	\$4,715.00

Subtotal: \$6,845.00

Project Installation & Shipping

Description	Price	Qty	Ext. Price
Labor - Advantage Partner Labor - Advantage Partner - Will Be Applied To All-Inclusive Support Block First If Available.	\$180.00	21	\$3,780.00
<ul style="list-style-type: none"> • Offsite Prep at Networks Plus office ~1 hour per PC • Onsite Implementation and transferring of data ~2 hours per PC 			

As of January 30th there is no allocated hours available.

Subtotal: \$3,780.00

PC Refresh

Prepared by:

Networks Plus Manhattan

Adam Boyle
785-370-6736
aboyle@networksplus.com

Prepared for:

City Of Hillsboro

118 E Grand Ave
Hillsboro, KS 67063
Matt Stiles
(316) 573-7281
mstiles@cityofhillsboro.net

Quote Information:

Quote #: 007134

Version: 1
Delivery Date: 01/30/2024
Expiration Date: 03/15/2024

Quote Summary

Description	Amount
Hardware	\$6,845.00
Project Installation & Shipping	\$3,780.00
Total:	\$10,625.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Networks Plus Manhattan

Signature: _____

Name: _____

Title: _____

Date: _____

City Of Hillsboro

Signature: _____

Name: Matt Stiles

Date: _____

Terms and Conditions

Terms & Conditions

Proactive IT Terms & Conditions

This quote is valid for 15 days from the date issued. The above quote does not include any taxes, installation, configuration, labor or special shipping costs unless specified otherwise. ***Any labor shown is an estimate. Actual labor will be billed at the appropriate rate

RETURN POLICY: Our return policy is governed by our distributors. No returns will be accepted after 15 days. If any item has been opened or the factory seal has been broken, its return will not be accepted. Restocking and/or shipping fees will be applied

WARRANTY POLICY: Warranties on equipment purchased are provided directly to clients by the manufacturer and are governed by the manufacturer's policy

Hardware/Software Terms & Conditions

This price on the quote is subject to change. The above quote does not include any taxes, installation, configuration, labor or special shipping costs unless specified otherwise. ***Any labor shown is an estimate. Actual labor will be billed at the appropriate rate. Any shipping charges displayed is an estimate and actual shipping charges will apply

RETURN POLICY: Our return policy is governed by our distributors. No returns will be accepted after 15 days. If any item has been opened or the factory seal has been broken, its return will not be accepted. Restocking and/or shipping fees will be applied

WARRANTY POLICY: Warranties on equipment purchased are provided directly to clients by the manufacturer and are governed by the manufacturer's policy.

LAND BANK MEETING

Hillsboro, Kansas

January 23, 2024

1. The City of Hillsboro Land Bank met in regular session via Zoom and in person on Tuesday, January 23, 2024 at 6:30pm with Mayor Lou Thurston and Council members Blake Beye, Brent Driggers, Byron McCarty, and Ronald Wilkins participating.

Members Absent: None.

2. **Others Participating:** Andrew Kovar, City Attorney; Matt Stiles, City Administrator; Danielle Bartel, City Clerk; and Jane Brotemarkle of 103 N Cedar.

3. **CALL TO ORDER:** Mayor Lou Thurston called the meeting to order at 7:20pm.

4. BUSINESS ITEMS

MINUTES FOR APPROVAL: Administrator Stiles reviewed the minutes for the meeting dated December 19, 2023.

Blake Beye motioned to approve the minutes as presented. Byron McCarty seconded. Motion carried.

VOUCHERS FOR APPROVAL: Administrator Stiles reviewed vouchers in the amount of \$142.00.

Byron McCarty motioned to approve the vouchers. Ronald Wilkins seconded. Motion carried.

2023 ANNUAL REPORT: Administrator Stiles reviewed the Land Bank annual report and highlighted the prior year's revenues and expenses.

Blake Beye motioned to accept the annual report. Ronald Wilkins seconded. Motion carried.

2024 BUDGET: Administrator Stiles reviewed the proposed budget for 2024.

Brent Driggers motioned to approve the budget as presented. Blake Beye seconded. Motion carried.

BIDS FOR 306 W GRAND AVE: Administrator Stiles shared that staff received inquiries regarding the house at 306 W Grand Avenue, which was donated to the Land Bank in 2023. Stiles shared about the condition of the home and the requirements to be included in the bid process. Council discussion regarding progress updates.

Blake Beye motioned to approve a bid opening on February 5, 2024, at 4:00pm as presented. Ronald Wilkins seconded. Motion carried.

5. **ADJOURNMENT:** Land Bank meeting adjourned at 7:34pm.

ATTEST:

LOUIS THURSTON, MAYOR

DANIELLE BARTEL, CITY CLERK

Staff Report

To: Honorable Mayor and City Council
From: Matt Stiles, City Administrator
Date: February 6, 2024
Re: Credit Card Fee Discussion

Background: The city accepts credit card payments for utilities, court charges and all other fees. The city began accepting credit cards in 2005 and has always absorbed the processing fees charged for credit cards. Initially those fees were relatively small as credit card usage was not widespread. As we've pushed further into online payments and expanded use of credit cards, the amount of fees has increased significantly. We began separately tracking our fees from CSG Forte in 2022. Credit card processing fees were \$31,005.37 in 2022 and grew to \$34,176.76 in 2023. The increase is due to volume as rates have not changed since 2020.

Credit card processing fees in the private sector are considered a cost of doing business and there laws preventing those costs from being explicitly charged. However, K.S.A. 12-16, 125 provides government entities the opportunity to pass those fees on to user as a convenience fee. A large number of governments in Kansas opt to pass on convenience fees to customers for using credit cards.

Often this is done with a flat fee plus a percentage of the transaction. For example, there may be a \$1.50 charge per transaction and 2.5% fee. On a \$100 charge the fee would be \$4.00. ACH payments directly from a bank account do not go through the credit card interchange and often have much lower fixed fees.

Financial Impact: Our current processor CSG Forte has multiple fees per transaction and does not split the total cost out in a simple percentage because the city absorbs the cost. We pay interchange fees and transaction fees along with a series of fixed monthly costs. If we were to transition to a credit card fee, then it would transition to a convenience fee with a minimum charge plus percentage model.

Recommendation / Discussion: The credit card fees have become significant as more people have starting using credit cards for payment. The option to utilize a convenience fee merits discussion. The question is whether offering no charge credit card use to customers is worth the increasing costs. Offering credit payments is a great benefit to customers whether they realize it or not. The city may not receive some payments if not for having credit cards as an option. Customers are not accustomed to paying those additional charges at businesses, though they often see them with public entities. The State of Kansas and Marion County Treasurer are examples where fees are being passed on.

There are two paths forward. We could keep everything the same and continue to pay the processing fees. No changes are required with that option. If the council wanted to move toward passing those charges on, then we would explore what that would take. We'd also review all the processing options to find the lowest cost for customers. An educational effort would be needed to inform our customers about the change. We'd set a date to move to the convenience fee and publicize that change.

State Legislature: The Mayor, Councilman Beye and I attended the LKM Local Government Day on January 24. We had an opportunity to meet with Senator Wilborn and talk with Representative Owens and Senator Fagg. It was a good opportunity to connect and talk about specific city issues. On January 31, I attended the KMU Day at the Capitol. That event is focused on utility issues, of which there are many being considered this session. Specific issues include solar generation discussion and consumer protections for roof top solar purchasers. I had an opportunity to discuss those issues in depth at dinner with Senator Fagg (who will likely be our new Senator thanks to redistricting). The legislative session is always a challenge to manage; there are over 30 bills I'm watching now. Thankfully we are represented by the League of Municipalities and KMU. Both do an outstanding job of coordinating local governments and utilities to make our positions known.

Vacancies: This week will be interviewing for the water/sewer position and for the Assistant to the City Administrator position. The custodian position will have an offer out on Monday, February 5. We've had several qualified candidates apply through Indeed, the city's website and in person.

Planning Commission: The commission met on January 25 for a hearing on a rezoning request at 501 S Main. The request was to down zone from a C-S Highway Service commercial to R-2 Two Family Residential use. After some public comment and discussion, the commission recommended approval of the request. The Council will have a zoning ordinance on February 20 agenda. We also discussed the hospital zoning requirement request and have a path forward with that issue.

Adams Street Walkthrough: Our staff walked the Adams Street project with Darin Neufeld on Tuesday, January 30. We have a plan for how to handle the utilities and street construction. During the conversation we made some adjustments to the water line plan and added a bid alternate to eliminate the asphalt curbs along A Street to grade school. Asphalt curbs are notorious for eroding and letting water pool, creating issues for the road surface and base. Eliminating those curbs would greatly improve the drainage and should be a less expensive if a contractor is already working in the area.

Reliable Public Power Provider Working Group: KPP is spearheading an effort to have members cities to achieve a Reliable Public Power Provider (RP3) designation through the American Public Power Association (APPA). It's an in-depth process that requires collecting a good deal of information and implementing best practices. Working through the process will be an excellent way to formalize a lot of things we do already and expand into things we should be doing. The RP3 is an achievement that tells our customers that we are a reliable public utility that provides value to the community.

Fire District Meeting: The city has agreements to provide fire service to the City of Lehigh, Lehigh Township, parts of Meno Township, Liberty Township, and Risley Township. We are required to meet at least yearly to discuss budgets, though we have set a goal to meet twice a year. These meetings are very poorly attended. Our agreements set a percentage formula for paying for operations and equipment replacement. Those agreements are capped at 5 mills of property tax and annual fees have been hitting the mill cap. The equipment schedule done in 2014 is also incredibly inaccurate as apparatus prices have increased dramatically. Also we are talking about a new station which is not covered in the agreements. We are having a discussion on the arrangement at a meeting on February 8.