

13. ADJOURNMENT – Council meeting adjourned at 6:47 p.m.


LOUIS THURSTON, MAYOR

ATTEST:


JANICE K. MEISINGER, CITY CLERK

Hillsboro, Kansas
January 19, 2021

1. The City Council met in regular session via Zoom, due to the Corona Virus pandemic, on Tuesday, January 19, 2021 at 6:00 p.m. with Mayor Lou Thurston and Council members Renee Gehring, Brent Driggers, Byron McCarty, and David Loewen participating.
2. Others Participating: Jackie Nelson, Hillsboro Free Press; Phyllis Zorn, Hillsboro Star Journal; John Huebert, Hillsboro Police Officer; Chris Glanzer, Glanzer Pro Audio; Jonah Gehring, County Commissioner; Rod Funk; Kurt Yowell; Brandon Acton & Dave Rethman, Countryside Feed; Matt Stiles, City Administrator; and, Jan Meisinger, City Clerk
3. **CALL TO ORDER** – Mayor Thurston called the meeting to order at 6:00 p.m.
4. **PUBLIC COMMENTS** – none
5. **MINUTES** – A correction needs to be made to the 1-5-21 minutes. Paragraph 10 needs to reflect the fact that Council member Gehring abstained from the vote to approve the Elcon invoices. Motion was made by Council member McCarty and seconded by Council member Gehring to approve the minutes of the 1-5-21 regular meeting with the above correction. Motion carried unanimously.
6. **VOUCHERS** – Motion was made by Council member Driggers and seconded by Council member Loewen to approve the vouchers in the amount of \$109,313.76. Motion carried unanimously.
7. **ANNUAL POLICE REPORT – FORFEITURE FUNDS** – Officer John Huebert presented the annual report for forfeiture funds that were deposited in the City’s Special Law Enforcement Trust Fund. Funds received for drug proceeds seizure were \$5,229.00 and distributions for attorney fees and asset sharing were \$1,082.35. A SIG SAUER P320 9mm firearm was also seized. The firearm can be retained for use by the department, transferred to another agency for their use, or destroyed per state mandate. It cannot be sold. Mayor Thurston thanked Officer Huebert for the report and for his service.
8. **EXTENSION OF FACE COVERING ORDINANCE** – Considering the current volume of positive COVID cases in Marion County, the proposed Ordinance #1324 extends the mandate until March 23, 2021. Since the passage of Ordinance 1322, one formal complaint was filed. By the time police arrived, the group was in compliance. A few warnings have been issued, but no citations have been written. Motion was made by Council member McCarty and seconded by Council member Loewen to approve Ordinance 1324 – (AN ORDINANCE CREATING REQUIREMENTS PERTAINING TO REQUIRING THE WEARING OF MASKS OR OTHER FACE COVERINGS). Council was polled with the following vote: Council member McCarty, yes; Driggers, yes; Gehring, no; Loewen, yes. Motion carried.
9. **REIMBURSEMENT REQUEST #30 KDHE – WATER PROJECT** – Motion was made by Council member Driggers and seconded by Council member Gehring to approve the final reimbursement request No. 30 from KDHE for Invoice 12942, to EBH Engineers, in the amount of \$9,421.87. Motion carried unanimously.
10. **RFQ – ENGINEERING SERVICES** – City Administrator Stiles has put together a RFQ for city engineering services for future infrastructure projects undertaken by the City as well as reviewing current projects. The City does not have a formal arrangement with EBH & Associates. The RFQ would be mailed out to an extensive list of contacts and would be posted on our website. The proposals would be due by February 10th. Staff would review the proposals and pick 2-3 finalists to be interviewed by the Governing Body. City Administrator Stiles felt it would be good to look at other firms and see what we

might be missing out on. Motion was made by Council member McCarty and seconded by Council member Driggers to authorize City Administrator Stiles to send out requests for qualifications for city engineering services for the City of Hillsboro. Motion carried unanimously.

11. KPP FINANCED ELECTRIC METER PROJECT – The City has invested in automated meter reading (AMR), which allows us to drive by meters and collect information. All of the City's water meters and 30% of the City's electric meters are on the AMR system. The estimated cost to upgrade the 70% of remaining electric meters is \$187,000.00. Upgrading to a 100% AMR electrical system will save multiple man hours per month and increase safety for employees doing disconnects. The meters we have, and propose to buy, will work on both AMI (Automated Metering Infrastructure) and AMR systems. KPP is willing to finance the cost of the upgrade and includes the cost as an addition to the City's monthly power cost. Using KPP for the financing allows the City to receive a lower interest rate because they will be going to market with a larger bond issue. City Administrator Stiles will have more details after the KPP board meeting Thursday. KPP would like a tentative yes or a hard no decision. The City could still opt out later. Motion was made by Council member McCarty and seconded by Council member Driggers to authorize the City of Hillsboro to join KPP's proposed bond issuance to replace electric meters. Another motion will be needed for final approval. Motion carried unanimously.

12. MARION COUNTY EMS PROPOSAL – The County Commissioners have been discussing the potential of a new EMS station in Hillsboro for over a year. EMS Director Travis Parmley wants the County to purchase the former Dollar General building in Hillsboro Heights and remodel it for an EMS station and the future location of the County Health Department. This would save the money the County is currently paying for rent for the health department offices. As a city, we would like to see the former DG building remain retail. So far, the County Commissioners have taken no action. Since the City's former proposal of a 40-year lease wasn't favorably received, Hillsboro's new proposal is:

- The sale of approximately .33 acres of property located north of the corner of Ash and Third Street for \$1.00. The proposed area is south of the current Hillsboro Police Department and north of the proposed safety building. The City requests the first right to purchase the property back from the County should the County ever decide to cease operations at the site.
- The City will provide the necessary curb cut and apron for the station to gain access onto Ash Street. The City will provide all the necessary utility and site work for the new EMS station.
- Marion County EMS would be responsible for the construction of the building to its own specifications. The building would need to be built in accordance with the City's building codes, but there would be no specific or special requirements for the facility.

Mayor Thurston felt this location would best serve the citizens of Marion County. The proposed property is held in the City Land Bank and is therefore currently tax exempt. The sale of the proposed property is a one-time arrangement whereas the lease would have provided a tiny annual payment. The cost of surveying, site prep, utility hook-ups and the building apron would be borne by the City. A rough initial estimate of \$50,000.00-\$70,000.00 (combination of in-kind and cash) could be the City's commitment. That does not include the value of the property. Money for the project would come from City funds rather than Land Bank funds. Motion was made by Council member Gehring and seconded by Council member McCarty to approve allowing the mayor and city administrator to negotiate with Marion County on property and other proposed amenities for the construction of an EMS facility. Motion carried unanimously.

13. PBC MEETING – INVOICE FROM VOGTS CONSTRUCTION COMPANY – At 6:47 p.m., Council recessed into a Public Building Commission meeting to approve an invoice to Vogts Construction for work done at the old hospital. The meeting adjourned at 6:51 p.m. and the regular council meeting resumed.

14. LAND BANK ANNUAL MEETING – At 6:51 p.m., Council recessed into a Land Bank meeting to conduct an annual review of properties and discuss the VYVE proposal. The meeting adjourned at 7:03 p.m. and the regular council meeting resumed.

15. BOARD APPOINTMENTS – none

16. CITY ADMINISTRATOR'S REPORT –

Solar Policy – Following up on the last meeting, we found that the City had adopted Interconnections Standards and a Net Metering Parallel Generation Rate Rider in April 7, 2020. City Administrator Stiles forwarded that policy on to Mark Horst from King Solar who was at the last meeting.

Countryside Feed Expansion – Countryside Feed is planning an expansion and the Council will be hearing an application for a tax abatement in February. Anthony Roy provided this update: Countryside Feed is getting ready to start an \$8.2 million capital project. They will be retrofitting the equipment in the facility and expanding the footprint of the facility. This will allow additional capacity and increase the longevity of the plant. They are expecting that this capital project will result in 7 new jobs once completed. Countryside will also be changing the way traffic flows into and out of their property. Trucks will now come off of US 56 at Industrial Road and then go through the old Reynold’s plant. This will increase the safety for the people driving on 56 and will get trucks waiting off the city streets. The outbound traffic will go onto Santa Fe and then onto US 56.

Brandon Acton, Plant Manager, and Dave Rethman, CEO of Countryside Feed, shared with Council a rendering of the expansion planned.

Strategic Plan – City Administrator Stiles will be presenting the Strategic Plan that the City began in February 2020. With COVID and former City Administrator Paine’s retirement, the Strategic Plan got pushed to the back burner. It’s time to pick it up, finish it, and get to work on it.

Staffing Plans – City Administrator Stiles’ proposal for staffing may be delayed to the second meeting in February due to other situations that need to be resolved which will impact the plan. Part one of the proposed changes to the personnel policy and updates to job descriptions will be coming the second meeting in February.

Community Childcare – The group working on improving childcare in the community has resumed planning this project. They are currently evaluating space in the old hospital’s west wing. The hospital has a lot of potential for childcare and other related services. The process is still in the early stages, but the group is having KDHE come to look at the facility for childcare standards. As the project develops, more updates to come.

Fairgrounds – City Administrator Stiles touched base with the Fair Board about their proposal to renovate for a community building. They are still working on it, but making progress. More to come as that develops.

Fiber Optic Project – The project has ramped back up after the brief holiday break. Crews continue to bore around town. It is unclear if they are behind on their boring schedule, but the project engineers are confident that they’ll be finished by the end of April.

2020 Year-in-Review – City Clerk Meisinger has completed her Year-In-Review report on the activities of the city.

Herington Municipal Hospital Hillsboro Clinic – City Administrator Stiles spoke with the CFO Bryan Coffey about the decision to close the HMH Hillsboro Clinic. They understand what must be done to get the building up to code and will continue to work to meet those standards. Patients will be seen through April, then sent to Herington. City Administrator Stiles also spoke with Mark Rooker at the Hillsboro Community Hospital about the legislative change cited as the reason for Herington’s decision to close the Hillsboro Clinic. That change DOES NOT affect Hillsboro Community Hospital. Our hospital is in good shape financially and will continue to provide quality service.

17. ADJOURNMENT – Council meeting adjourned at 7:24 p.m.

LOUIS THURSTON, MAYOR

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