

Hillsboro, Kansas

April 6, 2021

1. The City Council met in regular session via Zoom and in person, on Tuesday, April 6, 2021 at 4:00 p.m. with Mayor Lou Thurston and Council members Renee Gehring, David Loewen, Brent Driggers, and Byron McCarty participating.

2. Others Participating: Dale Dalke & Jesse Dirks, Street Department; Peter Mungai, CEO, Salem Home; Wendell Dirks, Salem Home Board Member; Kimberlyn Gilchrist, City Attorney; Phyllis Zorn, Hillsboro Star Journal; Rod Funk; Matt Stiles, City Administrator; and, Jan Meisinger, City Clerk.

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

4. **MINUTES** – Motion was made by Council member Loewen and seconded by Council member Gehring to approve the minutes of the regular meeting held 3-16-2021. Motion carried unanimously.

5. **VOUCHERS** – Motion was made by Council member Driggers and seconded by Council member Loewen to approve the vouchers in the amount of \$124,495.62. Motion carried unanimously.

6. **PUBLIC COMMENTS** – None

7. **PUBLIC HEARING FOR COUNTRYSIDE FEED TAX ABATEMENT** – Because of a mix up in address, the notice to the county sent from the attorney's office was not delivered on time. Therefore, the notice will be re-mailed and the public hearing will be held at a special city council meeting, date and time to be determined later.

8. **ORDINANCE 1329 AMENDING ELECTRICAL RATES** – Ordinance 1329 adds language to the current electric rate ordinance to allow for the collection of surcharges related to the February 2021 winter storm charged to the City by KPP (Kansas Power Pool). This ordinance allows the City to pass a \$.01 per kWh surcharge for the duration that the surcharge is active. This represents an 8.4% increase based on usage (projected to be 24 months). This charge would go into effect with the 6-1-21 utility bills. The City will use reserve funds to pay the surcharge from KPP for February, March, April, and May (estimate \$70,362.89). Our intention would be to replenish those reserves by extending the surcharge until those reserves are refunded. Motion was made by Council member McCarty and seconded by Council member Driggers to approve ordinance 1329 and authorize the Mayor to sign. (ORDINANCE 1329 - AN ORDINANCE AMENDING SECTION 15-218, 15-220, AND 15-221 OF CHAPTER XV, ARTICLE 2 OF THE CODE OF THE CITY OF HILLSBORO, MARION COUNTY, KANSAS RELATING TO ELECTRIC SURCHARGES). Council was polled with the following vote: Councilmember Gehring, yes; McCarty, yes; Loewen, yes; Driggers, yes. Motion carried unanimously.

9. **SUMMER 2020 EBH INVOICE \$4,510.42** – EBH sent the City an invoice for design and survey work last June, but it didn't get sent to KDOT. It is for work on the 56/Industrial Road intersection in the amount of \$4,510.42. Motion was made by Council member Gehring and seconded by Council member Driggers to approve payment of this invoice. Motion carried unanimously.

10. **MOWING BIDS** – Bids were received for mowing six areas in town currently maintained by the Street Department, Recreation Department, and by the Golf Superintendent. A short agreement for the mowing needs to be developed by the City Attorney. All contractors have supplied proof of liability insurance and workman's compensation insurance; or, have signed the appropriate workman's compensation liability waiver. Funds for the mowing would be split between the Street Department, Sports Complex, and Museum. The benefit for the City is that the Street Department will have more available resources to tackle other projects in town. This also eliminates the need for additional summer help for mowing; and, allows the Golf Course Superintendent position to no longer mow the Sports Complex. In the short term, the City also avoids the capital cost of replacing a mower in the Recreation Department. Motion was made by Council member McCarty and seconded by Council member Loewen to award all six areas to the low bidders, as recommended by City Administrator Stiles; and, allow City Administrator Stiles to sign the contracts. Motion carried unanimously.

Area 1 – Hillsboro Heights – Ken Carlson - \$350.00/month.

Area 2 – AMPI – Ken Carlson - \$120.00/month.

Area 3 – Downtown – Ken Carlson - \$100.00/month.

Area 4 – Willow Glen/Old Hospital – Big Little Lawn Care - \$325.00/month.

Area 5 – Museum & Fair Grounds – Plenert Mowing - \$1,560.00/month.

Area 6 – Airport – Doug Dick - \$900.00/month.

**11. STRATEGIC PLANNING DISCUSSION** – City Administrator Stiles distributed a set of action items for the Strategic Plan based on the notes from the workshops on March 23<sup>rd</sup>. We kept the main focus areas of Child Care, Workforce, City Planning, Public Safety; Community Development; Housing; and Financial Stability. A vision statement needs to be selected. A work session will be scheduled to reconvene the group, to discuss the vision; and, finalize the goals.

**12. PBC MEETING** – At 4:20 p.m., Council recessed into a Public Building Commission meeting to consider a request from Salem Home asking for monetary help to pay for separating the heating and cooling. The meeting adjourned at 5:03 p.m. and the regular council meeting resumed.

**13. BOARD APPOINTMENTS** – None

**14. CITY ADMINISTRATOR'S REPORT** –

Bartel House – Steve Fast has raised donations of \$99,880.00 for the Bartel House project. Plans are to continue raising money. This will be a nice project once finished.

COVID-19 Vaccines: The City has hosted one Marion County Health Department POD and several Hillsboro Community Hospital vaccine clinics. Vaccines continue to be distributed as more vaccine comes into the County. We will continue to work with health care professionals to expand access to vaccines.

Hiring Updates – We have completed hiring for most of our open positions. To fill the Golf Course Superintendent spot, we've hired Avery Unruh. Avery is scheduled to start with us on April 12 and work with Gary through the rest of the year. The sewer and water department have hired Shane Ringle to fill the trainee position. Shane will be moving to town with his family and will start once he is able. City Administrator Stiles has hired Danielle Bartel to fill the city clerk position. Danielle will be starting at the end of April and work with Jan until taking over in mid-June. Racheal Plenert has been hired for the front desk clerk position, beginning April 19<sup>th</sup>.

Fiber Project Light Up Event – TCW will be hosting a Light Up event on Thursday, April 8 at 2:00 p.m., at City Hall. They will be turning on the fiber service to Phase 1 of the project. They are planning on showcasing the speed difference between the City's current services compared to the new Gigabyte service. TCW's CEO, Dale Jones, and Mayor Thurston will be making comments and City Administrator Stiles invited anyone who is able from the Council to attend. Attendees can sign up for service, enjoy refreshments and enter a prize drawing.

Bomgaars Hiring Fair – Representatives from Bomgaars, the store opening in the old Alco building, will be hosting a hiring fair on April 21-22 in the west room of City Hall. The regional manager indicated that they have hired a store manager and will be looking to fill a few dozen positions to work at the store. More information can be found on Bomgaars website, [www.bomgaars.com/content-box-events/](http://www.bomgaars.com/content-box-events/).

Engineering Presentations – We have selected four engineering companies to provide in-person presentations. They will be presenting on Tuesday, April 13 from 1:45 p.m. to 4:45 p.m. Each presentation is limited to 45 minutes total split between a presentation and questions and answers. The schedule is: 1:45 to 2:30 Schwab-Eaton (Wichita); 2:30-3:15 PEC (Wichita); and 4:00-4:45 EBH (Hillsboro-Marion). City Administrator Stiles encouraged any of the interested Council to attend and participate. If we have too many, we will need to have a special meeting, so please let City Administrator Stiles know who is planning to attend. The plan is to have a recommendation come from the presentations to the City Council.

Retirement Parties – Mona Hein's retirement party is set for Friday, April 30 from 4 p.m. to 6 p.m. at City Hall.

Sales Tax – Sales tax receipts for the first quarter of 2021 were included in the council packet along with the receipts from 2020 and 2019. Collections continue to be well above the previous years with 2021 coming in at \$22,549.88 or 14% above last year's first quarter collections.

Home of Champions Sign – On South Ash Street, as you come into town, there is a sign for Hillsboro Home of Champions, north of the City sign. It's comprised of a series of road signs on old utility poles. It looks rough and since the boys' basketball team won a new state title, City Administrator Stiles thought it was time for a remodel. He has begun talks with the Chamber, CVB and Baker Brothers about getting a replacement. We may also talk with the school district about the sign to see if they'd like to partner as well.

15. **COUNCIL COMMENTS** – Council member Gehring, none; Council member McCarty, said he felt Danielle Bartel will do a fine job as city clerk. Council member Loewen, none; Council member Driggers asked if the contractors not receiving the mowing bids would be notified. City Administrator Stiles said they would.

16. **ADJOURNMENT** – Meeting adjourned at 5:16 p.m.

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LOUIS THURSTON, MAYOR

ATTEST:

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JANICE K. MEISINGER, CITY CLERK