

November 17, 2003
6:15 P.M.
City Hall Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, November 17, 2003 at 6:15 p.m. in the Commission Room at City Hall.

Pastor Larry Parrish of the United Methodist Church opened the meeting with prayer.

Present: Mayor White, Commissioners Smith, Stirton, Lentz and McClain.

An executive session was added to the agenda after the Commissioner's Agenda and Clifford and Pat Dick were added after the Approval of Appropriation Ordinances.

The minutes of the November 3, 2003 regular meeting were approved as presented.

Motion by Commissioner Lentz to approve Appropriation Ordinance #2742 (Payroll) in the amount of \$28,575.09. Seconded by Commissioner Smith. All aye. Motion by Commissioner Smith to approve Appropriation Ordinance #2743 (Disbursements) in the amount of \$79,861.05. Seconded by Commissioner Lentz. All aye.

Clifford and Pat Dick—Discussion of Mowing Bill

Mr. Dick reported to the Commission that he had purchased 8 lots at 1728 2nd Ave. W. When he went to the County Treasurer's office to pay the taxes he was told there were mowing charges on the property for the last three years. The charges for 2003 were \$420. Mr. Dick did not feel this was a fair charge and asked the Commission to forgive some of the amount. He was informed that the charge for mowing is \$70 per lot. After some discussion, the Commission agreed to leave the charge at \$420 for the current year. Mr. Leighton will write a letter to inform Mr. and Mrs. Dick.

Discussion of Personnel Manual

A new personnel manual prepared by the League of Kansas Municipalities was presented for discussion. Compensation time was discussed and the manual states that the time will be taken in a timely manner. The Commission would like clarification as to what denotes a timely manner, would it be within the same pay period, within 30 days or a longer period of time. The City Administrator will check on the legalities of this question. The Mayor would like to see a written legal opinion on compensation time as well as the differences between salaried and hourly employees.

The manual stated that the police department would not get overtime until after 43 hours of work. Motion by Commissioner Stirton to change this to 40 hours. Seconded by Commissioner Lentz. Aye—Commissioner Smith, Stirton, and Lentz. Nay—Commissioner McClain.. It is understood that overtime needs to be monitored.

On page 3, C3 Paragraph 3 the residence requirement was changed from 7 miles to 30 minutes response time.

On page 9, E6 a question was raised concerning the male employees who would be eligible for maternity leave. The Mayor requested a written legal opinion of the Family Medical Leave Act and the amount of employees required before it takes effect.

On page 13, F9, Paragraph A the statement that the police officers must furnish their own side arms should be changed since the grant the city just received will supply side arms.

Mr. Leighton will make changes in the draft and will present at the next meeting.

Update on Shooting Range

Mr. Leighton reported that prior to the dedication ceremony the city thought they were ready for approval from the Ks. Department of Wildlife and Parks. It was discovered that there was still a problem with openings between the berms and the overhead baffles where stray bullets could escape. The engineer is looking at the situation and will determine the option needed to repair to specifications. This was a design issue by the Department of Wildlife and Parks and should be paid for by them. This will take some time to accomplish and will probably not be opened by the end of this year.

Report on Homesteading Program

It was decided to postpone this item until the special meeting to be held on November 18, 2003 at 3:30 p.m.

Organizational Discussion—Police Department

Officer Tom Williams has expressed that he wants to cut back his hours or he will have to quit. Mr. Leighton reported that the city advertised for applicants to be on an eligibility list. There was some confusion between Mr. Leighton and Chief Luzier about interviewing or hiring. Mr. Williams is working 32 hours and receiving full benefits. He would consider working two days a week. The Commission stated that due to the personnel policy no one should be working part time (less than 40 hours per week) and receive full benefits. That is to stop immediately.

Commissioner Lentz suggested that the D shift be worked later in the evening than it is now.

It was decided that if another officer were to be hired it would be considered a replacement for Tom Williams position not a new position. The Commission approved of hiring a replacement.

City Administrator's Agenda

Mr. Leighton answered some questions concerning a water main leak at the water tower. While draining the tower the manhole became plugged. The manhole had to be dug up and during this process, a main water line was broken. This caused a major leak, which required several people to repair. The businesses, hospital and manor were notified prior to the water being shut off.

Mr. Leighton received an e-mail from Louis Funk in which the contractor stated that they were trying to be completed by December 12. The contractor has ordered his subs and people to achieve this goal.

Mayor White asked if the fire hydrants were flushed and if they all are working. Mr. Leighton reported they were flushed and they are working but the city is not happy with the pressure at all of the hydrants. This issue needs to be addressed. It will be discussed in January.

Commissioner's Agenda

Commissioner Smith

Commissioner Smith requested that the general fund department heads be told to slow spending because of budget matters.

Commissioner Smith would like to see a comparative revenue and expense report that shows previous years as well as the current year. The City Clerk will work on this and report at the next meeting.

Commissioner Stirton

Commissioner Stirton would still like more 30 mph signs placed on 15th Street.

Commissioner Stirton asked if the officers can get different sized grips for the standardized weapons that will be purchased by the grant. It was stated that they could.

There was clarification that officers who are certified firearms instructors may work at the firing range after they receive their Range Safety Officer certification.

Commissioner Stirton stated that he would have liked to have had Officer Williams present during the earlier discussion.

Commissioner Lentz

Commissioner Lentz inquired about repairing a water line by Kenny Molt's residence. Mr. Leighton will check into the matter.

Commissioner McClain

Commissioner McClain asked the manhole at the water tower be covered.

Mayor White

Mayor White asked that the police monthly summary reports be put in the Commissioner's packets.

The Commission wants an inventory and capital budget prepared. An inventory needs to be done at the end of the year.

The truck ordinance needs to be revisited.

Mayor White asked if the City had received a letter from KDHE about the sewer plant. Mr. Leighton said it had been received and they were concerned with the high ammonia levels. The city needs to have an engineer to a study on the sanitation plant. Mr. Leighton met with an engineer about getting bid specifications. The City Administrator will get bids from engineers. The letter from KDHE gave a strong recommendation to get the ammonia levels down and have an engineering report and that is being done.

Mayor White stated that on the hydrant issue he wanted to see what needs to be done and requested the City Administrator get quotes to have engineers study the fire hydrants.

Mayor White inquired if the cemetery had been sprayed for weeds and fertilized. Mr. Leighton reported that the spraying was done in October and the City will fertilize in the spring.

There were some questions about the work being done on the building in the 700 block of Central. It was noted that the building is being tuck-pointed and they are repairing the walkway.

Motion by Commissioner McClain to go into executive session for 5 minutes to discuss possible land acquisition. Seconded by Commissioner Stirton. All aye. Upon reconvening, Mayor White stated that no action was taken.

Motion by Commissioner Smith to go into executive session for 20 minutes to discuss personnel with just the Commission to be present. Seconded by Commissioner McClain. All aye. When the Commission reconvened, Mayor White stated that no action was taken.

The meeting adjourned at 8:30 p.m.

Candy Schmitt, City Clerk

Dale A. White, Mayor

