

March 19, 2007
7:15 P.M.
Commission Room

The Commissioners of the City of Horton met for a regularly scheduled meeting on Monday, March 19, 2007 at 7:15 p.m. in the City Hall Commission Room.

Mayor White called the meeting to order and the prayer was given by Mayor White.

Present: Mayor White, Commissioners Krug, Madere and Luscombe.

The agenda was amended to include executive session for the wage evaluation. Motion by Commissioner Madere to accept the agenda as amended. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Madere to approve the minutes of the March 5, 2007 regular commission meeting. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Madere to approve Appropriation Ordinance #2913 (Payroll) in the amount of \$31,668.60. Seconded by Commissioner Krug. All aye.

Motion by Commissioner Madere to approve Appropriation Ordinance #2914 (Disbursements) \$187,800.13. Seconded by Commissioner Krug. All aye.

Street Material Bids

Levi Henry advised the commission that the Street Material Bids were received on Friday, March 16th and that he and the Utility Billing Clerk opened them just prior to noon Monday, March 19th. Henry provided a tabulation sheet to the commission showing the bids by material type as well as his recommendation of award based on low bid.

The per ton bids received and recommendations were as follows:

Material	Stirton Bros.	Bill Stirton	A & W	AWARD
½" Crusher	\$12.92	\$11.66	No Bid	Bill Stirton
½" Chat	\$14.32	\$13.08	No Bid	Bill Stirton
1" Crusher	\$12.92	\$11.66	No Bid	Bill Stirton
1 ½" Crusher	\$12.92	\$11.66	No Bid	Bill Stirton
3" Crusher	\$13.22	\$11.66	No Bid	Bill Stirton
Brick Sand	\$15.95	\$14.96	No Bid	Bill Stirton
Pit Sand	\$4.90	\$14.00	No Bid	Stirton Bros.
CMK	\$14.27	\$13.02	No Bid	Bill Stirton
Cold Patch	\$59.00	\$57.42	\$59.00	Bill Stirton
Per ton per loaded mile Haul price	.16	.1392	.18	Bill Stirton

Motion by Commissioner Krug to award the bids for materials as recommended by the administrator. Seconded by Commissioner Luscombe. All aye.

City Administrator's Agenda

a. Wage Evaluation

Mr. Henry stated that at the December 4th, 2006 meeting Commissioner Madere requested that a comparison be done on the salaries for the Police Department. Henry was directed by the Commission to prepare a comparison for city employee's salaries with those of cities of like size and services. A comparison was presented for the December 19th, 2006 meeting. That report was a comparison only with no analysis.

Mr. Henry prepared a wage review to reflect cities of like size and services which provide 90 to 100 percent paid health insurance benefits. Page 4 of this report provided Henry's recommendations.

- 1.) Street Foreman moved from Range 11 to Range 13.
- 2.) Organizational Review – Job Descriptions written to more accurately reflect the actual work being done by each position.
- 3.) Police Department- No recommendations until first the determination is made as to whether or not six officers are necessary.
- 4.) Amend the Wage Resolution with the addition of Court Clerk.
- 5.) Review the organizational structure of the Electric Department.
- 6.) Move Water Operator 1 and Sewer Operator 1 from Range 8 to Range 9 to make those positions more comparable with other cities.

Motion by Commissioner Madere for 30 minutes executive session to discuss personnel. Seconded by Commissioner Krug. All aye.

Commissioner Davies arrived at 7:45 p.m.

Upon reconvening Mayor White conveyed that the recommendations would not be able to be accepted until after determining the impact they would have on the current and future budgets. Mr. Henry was advised to have the information available at the next meeting.

Motion by Commissioner Davies to adopt the proposed job description for Water Operator II on Range 10. Seconded by Commissioner Krug. All aye.

Henry stated he may need additional time to work on the Electric Department review, possibly having it ready for the April 16th meeting.

Commissioner Krug asked Henry to prepare a graph for the commission to review that shows where employees fall on the range scale.

b. Schwab-Eaton Proposal for Professional Services

Mr. Henry presented the proposal from Schwab-Eaton, the design engineering firm for the Central Avenue project. The proposed amount for construction design is \$59,800 and an amount not to exceed \$43,500 for construction inspection. These are amounts that are set by the Department of Commerce and will be paid by them as well.

Motion by Commissioner Krug to adopt the proposal from Schwab-Eaton as presented. Seconded by Commissioner Madere. All aye.

Construction Surveyors will be on site March 20th.

c. Mission Lake MPSL Program Update

Henry advised that he has had a series of meetings with the FCC, Kansas Water Office and Kansas Biological Survey. Discussions have been over scheduling of engineering procurement. Kansas Biological Survey has presented a work plan to Hakim Sahdi, the program manager for the MPSL for the State Conservation Commission. The proposal was worked out to be lowered from \$165,000 to between \$45,000 to \$65,000.

It appears to be about 5 months before an RFQ can be issued for engineering design services for the dredge of the lake. This would be approximately August of 2007. Henry advised that they are beginning to write that document and that it is not yet clear whether or not alternative building design options will be available. At first it was said that design build could be used, but there would then have to be someone that is not associated with the engineering firm to do the inspection. Under traditional design, bid build, the engineer would do the construction and inspection services, and there would be an independent contractor. The engineer does the inspection and makes sure the contractor is following the construction design. After not being able to receive a final answer, Henry sent an official memorandum to the FCC asking for a final decision. Henry received an e-mail from the program manager the morning of March 16th from Hakim Sahdi that sited the use of standard bid procedures. We are still awaiting an official response.

It is possible that the pilot project will not begin until 2008.

d. Valve Replacement Project

Planning has been going on for about three weeks for the 10 inch main valve at the southwest corner of 15th and Central. This valve controls everything south of Central. The broken hydrant at the corner of 17th and Central will also be replaced. A boil order will be required at the time of this project and the work will be done to coincide with USD #430's spring break.

The leak on Central between 15th and 16th Streets will be worked on the week of March 26th. The two east lanes will have to be closed on that block.

e. Waste Water Treatment Plant Emergency Purchase Request

Two piston pumps need to be replaced at the treatment plant. These are the same pumps that were sited in the 2004 report from BG Consultants. Dan Isabell received 2 bids, one for \$11,916 from ASC and one for \$8,800 from Savannah Machine which included installation.

Motion by Commissioner Davies to accept the bid of \$8,800 from Savannah Machine to replace the piston pumps. Seconded by Commissioner Luscombe. All aye.

f. Lake Caretaker Exterior Maintenance

Henry and Commissioner Davies had looked at the lake caretaker house. There had been a problem with frozen pipes that has been taken care of. Mr. Henry proposed putting vinyl siding on the house. Dan Isabell and David Merz would install the siding and the cost of the siding would be \$2,500. An additional \$1,000 could be spent on materials to put on a new porch. The siding could be purchased to match the color of the new building next to the house. Henry and Davies both felt the house is structurally sound enough to last several more years.

Motion by Commissioner Davies to buy vinyl siding and materials for the porch at a total cost of \$3,449.00. Seconded by Commissioner Krug. All aye.

g. Fair Housing Resolution

Henry presented Resolution No. 2007-006, a resolution for Fair Housing.

Henry explained that the Housing & Urban Development & CDBG requires an act by anyone receiving HUD funds.

Motion by Commissioner Madere to adopt Fair Housing Resolution Number 2007-006. Seconded by Commissioner Davies. All aye.

Henry asked the Commission for a volunteer to interview firms for the performance of the preliminary engineering report on April 11th. Commissioner Krug will attend in the morning and Mayor White will attend in the afternoon.

Commissioner's Agenda

Commissioner Krug

Commissioner Krug had received a call from a citizen that was upset that the city employees were instructed by the Mayor and City Administrator that they weren't supposed to purchase fuel from Hilltop. Krug tried to explain to the citizen that the City's fuel is purchased on a monthly rotation based on a decision by the entire commission. The assistant clerk verified that the rotation is still being followed.

Gary Behrnes had asked about the fire contract with the Kickapoo Fire Department. The contract will be subject to review and approval by the Attorney General. Kevin Hill will proceed with the contract.

Commissioner Krug asked about the weed spray bids. Henry advised the Commission that he had not gotten a return call from Urban, and that Weed Free Lawns did not bid for pre-emergence. The commission was in favor of looking into the cost of the City doing their own spraying.

Commissioner Madere

Commissioner Madere was pleased that there was a ticket issued earlier in the day for misuse of an ATV, thanks to community policing.

Commissioner Luscombe

Commissioner Luscombe inquired as to when the Street Department Equipment Operator would be hired. Henry stated that the applications are being taken through March 23rd. The interviews will be held the beginning of April.

Commissioner Davies

Commissioner Davies toured the soccer field with the Administrator. They have come up with a plan to chain it shut and open it up for soccer meets.

Senior class projects have sanded the bleachers at the baseball field, the buildings and the picnic tables and benches. The big sign at the baseball field has new plywood and paint. They will be painting the concession stand as well. The sand is ready to be put in at the ball field as well as rock for the drive.

Cement work is going to be done at the baby pool and the Bike Rack is back in place.

Commissioner Davies informed the Commission that the Park Board will be meeting Wednesday, March 21st at 6:00 at the Little Lake.

Commissioner Davies advised that there are two Boy Scout Projects one at the Railroad Park that is being done by Marcus Platt and one at Hickory Point that is being done by Bryce Platt. The Boy Scouts will also be doing the cleanup project for Better Beef Days.

Mayor Dale White

Mayor White brought up the request from Better Beef Days for the City to pay the Boy Scouts for the cleanup after the show. Last years price was \$250.00.

Motion by Commissioner Madere to pay the Boy Scouts for the cleanup after Better Beef Days. Seconded by Commissioner Luscombe. All aye.

Mayor White informed the Commission that the Housing Authority has an unexpired term vacancy on the board. They would like Daisy Kiefer to fill the term that expires April 1st, 2010.

Motion by Commissioner Krug to accept the appointment of Daisy Kiefer to the Horton Housing Authority for the unexpired term. Seconded by Commissioner Madere. All aye.

Mayor White submitted a statement to be entered into the record of the March 19th, 2007 Commission Meeting.

Motion by Commissioner Madere to go into executive session for 10 minutes to discuss non-elected appointed personnel to include the Commission, Administrator and Attorney. Seconded by Commissioner Krug. All aye. No action was taken.

Commissioner Krug made a motion to adjourn. Seconded by Commissioner Madere. All aye.

The meeting adjourned at 9.25 p.m.

Carol Stirton, Assistant City Clerk

Dale A. White, Mayor