

LINDSBORG CITY COUNCIL

December 21, 2015 – 6:30 p.m.

Meeting Minutes

Members Present – Rick Martin, Betty Nelson, David Higbee, Emile Gallant, Corey Peterson, Becky Anderson, Blaine Heble & Mayor Bill Taylor

Absent – Kelley Menke

Others Present – Greg DuMars, Tim Berggren, Dan Carr, Gary Shogren, Tim Dunn, Holly Lofton, Kate Elliott, Jerry Lovett-Sperling, Bill Gusenius & Amy Habiger

The meeting was called to order at 6:30 p.m. and the Pledge of Allegiance was said.

Public Input – None

Amendment to the Agenda – None

Mayor's Report – Mayor Taylor's comments included thanks to the citizens, business owners and visitors for a wonderful Christmas season. There are good things happening in Lindsborg. Merry Christmas!!!

Consent Agenda – Rick Martin moved to approve the consent agenda that includes the minutes of the December 7, 2015 regular meeting, Purchase Order Ordinance 4957 and Payroll Ordinance 4956. Motion seconded by Emile Gallant and passed unanimously by roll call vote.

Planning & Zoning – no items

Old Business – no items

New Business – CEREAL MALT BEVERAGE APPLICATIONS - Cereal Malt Beverage licenses are issued or renewed annually. This year there are three businesses renewing their licenses. There have been no changes since last year and all applications are completed correctly and we have received the appropriate fees. Rick Martin moved to approve the CMB license renewals for Kaps, Casey's and Pizza Hut. Motion seconded by David Higbee and passed.

2016 AAA GUIDE ADVERTISING - The Kansas Department of Wildlife, Parks and Tourism provides special ad rates, negotiated by Jones Huyett Partners (marketing agency for KDWPT). Currently, they are asking for CVB partners in the Kansas section of AAA publications. Placing ads in the Oklahoma and Colorado issues of AAA is in line with the current CVB marketing plan to reach out to surrounding states. AAA is a well-used publication, reaching 226,000 readers in Oklahoma and 360,000 readers in Colorado.

Betty Nelson moved to approve a ¼ page ad at a cost of \$971 for Home & Away in Oklahoma and \$2,326 for Colorado. Motion seconded by Rick Martin and passed unanimously by roll call vote.

BONEYARD ROAD ROCK - In order to maintain access to the Boneyard, additional rock is needed for the road through the dump site. Two quotes have been solicited for supplying 400 tons of 1-1/2" road rock. E&M quoted \$22.70/ton and R&R quoted \$28.50/ton. Emile Gallant moved to approve the quote from

E&M for 400 tons of rock at a cost of \$22.70 per ton totaling \$9080.00. Motion seconded by Rick Martin and passed unanimously by roll call vote.

RESOLUTION 08-15 – EMS BUILDING - A requirement of constructing a dedicated Emergency Medical Services building is authorizing the construction of the facility and providing for the payment of the construction and related costs. Resolution No. 08-15 provides the authorization of the construction and payment of the costs. Rick Martin moved to adopt Resolution 08-15. Motion seconded by Betty Nelson and passed unanimously by roll call vote.

EMS BUILDING ARCHITECTURAL SERVICES AGREEMENT - In 2013, an architectural services agreement with Clark Architecture and Design was approved for the design of a dedicated EMS building. The American Institute of Architects form used for the agreement was B151-1997. The EMS building is proposed to be financed through a USDA Rural Development (RD) loan. As part of the requirements of the RD loan, the architectural services agreement must be on the American Institute of Architects form B101- 2007. This agreement does not change the prior fee amount approved by document B151-1997. Emile Gallant moved to approve the architectural services agreement, Form B101-2007, with Clark Architecture and Design. Motion seconded by David Higbee and passed.

WORKERS COMPENSATION INSURANCE - The renewal quote from KMIT for 2016 workers compensation coverage is driven by the Experience Mod—set at 0.94 for 2016. This is an increase from the 2015 Experience Mod of 0.81, but less than the 2014 Experience Mod of 1.00. KMIT also offers a premium discount base upon various criteria affecting the City's safety rating. For 2016, based upon a low

experience factor, an 8.0% discount is also being given. Betty Nelson moved to approve the 2016 KMIT Workers Compensation Insurance quote of \$38,669.00. Motion seconded by Rick Martin and passed unanimously by roll call vote.

SALES TAX TRANSFER - Local sales tax is collected and then allocated to specific capital items (the ½% sales tax) or to: 1) property tax relief, 2) economic development and 3) infrastructure (the 1% sales tax). December sales tax numbers are not yet available, so an update will be given at the January 4, 2016 council meeting.

Unallocated local sales tax (the ½% sales tax) is budgeted to be transferred at year-end to either the Equipment Reserve Fund or the Capital Improvement Reserve Fund. The Sundstrom Conference Center is still operating at a deficit, so portions of the 1% local sales tax are annually allocated to cover the shortfall.

Betty Nelson moved to transfer the budgeted amount of \$50,000 local ½% sales tax to the Capital Improvement Reserve Fund. Motion seconded by Rick Martin and passed unanimously by roll call vote. Betty Nelson moved reallocate from the local 1% sales tax funds sufficient to cover the 2015 Sundstrom Conference Center operating shortfall.

Motion seconded by Rick Martin and passed unanimously by roll call vote.

WAGE PLAN REVISION - The wage step plan is proposed to be revised due to an error in step classification of positions. The Conference Center Manager was classified in a step higher than the CVB Director. The issue is that the Conference Center Manager reports to the CVB Director. Additionally, tourism is a prime industry in Lindsborg and the expectations and requirements are greater than other communities of like size. The reclassification more accurately reflects the responsibilities of the CVB Director position.

Rick Martin moved to approve the Wage Plan revision to become effective January 1, 2016. Motion seconded by David Higbee and passed unanimously by roll call vote.

COST OF LIVING ALLOWANCE (COLA) - Annually City Council reviews a Cost of Living Allowance. Historically, the benchmark used has been the Consumer Price Index (CPI) for the Midwest Region. Through November 2015, the CPI is -0.2%. 1.0% is budgeted for a COLA increase. David Higbee moved to approve a 1.0% COLA effective January 1, 2016. Motion seconded by Betty Nelson and passed unanimously by roll call vote.

Executive Session –

Other – Council asked about drainage at Carlson Park and the status of flood mitigation progress.

Adjournment – Betty Nelson moved to adjourn the meeting. Motion seconded by Rick Martin and passed. Meeting adjourned at 7:14 p.m.

Respectfully submitted,

Jerry Lovett-Sperling, MMC

City Clerk