



AGENDA

Call Regular Council Meeting to Order

Additions to the Agenda

Citizen Comments

A resident may address the Council on subjects that are not on the Agenda. All comments are limited to a maximum of three minutes for each speaker. In accordance with the Open Meeting Act, City Council members may not discuss or take action on any item that is not on the Agenda

Consent Agenda

These items are routine and enacted by one motion. There will be no separate discussion of these items unless a Council member so requests. Any consent agenda item can be removed and placed on the agenda as an item of business.

1. **Approve Minutes**
 - a. Regular Council Meeting – September 6, 2016.
2. **Appropriation Ordinance**
 - a. Ordinance #09-09-2016 for \$48,031.88.
 - b. Ordinance #09-20-2016 for \$ 32,295.91.
3. **Approval of Mansel Construction Inc. Invoice for repairs of inlet & gutter at 5th & West St. Original quote was for \$2,000.00 actual cost \$3,100.00.**

Department Head & Committee Reports

1. **Grocery Store Task Force – Report**
2. **Grant Administrator - Report**
3. **Police – Report**
4. **Fire - Report**
5. **City Clerk - Report**
6. **Interim-City Superintendent**
 - a. Resurfacing the school's blacktop and entrance.
7. **City Attorney- Report**

Motion to Recess to LandBank Meeting

Old Business

1. Axman's Land Donation and Sidewalk Project

New Business

1. Report

Executive Sessions

1. Discussion on non-elect personnel-review of City Superintendent applications.

Monthly Balance Sheet

AUGUST 2016

	Fund	Balance 07/31/2016	Receipts	Appropriations	+LIEAP Liability	-Prior Yr. Encum.	Balance 08/31/2016	Encum.	Unencum. Balance
10	General	691,095.70	10,854.09	47,747.85		686.72	653,515.22	84,913.42	568,601.80
11	Meter Deposit	14,384.59	(230.78)	0.00			14,153.81	0.00	14,153.81
12	Jubilee Fund	3,837.64	0.00	0.00			3,837.64	0.00	3,837.64
14	Witt Memorial	63,102.33	0.00	0.00			63,102.33	0.00	63,102.33
15	Edna Smith Memorial	11,831.95	10.05	0.00			11,842.00	0.00	11,842.00
16	HJ or AW Cornwell	194,977.99	0.00	0.00			194,977.99	0.00	194,977.99
17	Section 125	5,000.00	0.00	0.00			5,000.00	0.00	5,000.00
18	Insurance Proceeds	0.00	0.00	0.00			0.00	0.00	0.00
22	Library Fund	822.86	0.00	0.00			822.86	0.00	822.86
23	Special Highway	56,942.24	0.00	0.00			56,942.24	20,000.00	36,942.24
34	Storm Water Utility	31,056.11	1,402.15	0.00			32,458.26	0.00	32,458.26
35	Special Parks	10,267.75	0.00	0.00			10,267.75	0.00	10,267.75
36	Solid Waste	56,284.66	9,268.48	9,317.64			56,235.50	0.00	56,235.50
37	Sewer Replacement	193,672.50	117.00	0.00			193,789.50	0.00	193,789.50
40	Sewer Utility	135,442.19	7,143.25	4,667.32			137,918.12	25,400.00	112,518.12
41	Water & Light	746,968.02	178,013.58	111,159.28	2,730.93		816,553.25	34,500.00	782,053.25
42	Capital Improvement	308,772.25	4,381.72	0.00			313,153.97	0.00	313,153.97
44	P & I Storm Water Utility	120,000.00	0.00	0.00			120,000.00	0.00	120,000.00
45	Series 2001 Spec.Assess.	11,345.11	0.00	7,185.00			4,160.11	0.00	4,160.11
50	Capital Project	33,921.32	0.00	0.00			33,921.32	0.00	33,921.32
51	Nitrate Removal Plant Loan	0.00	0.00	0.00			0.00	0.00	0.00
52	CDBG Sidewalk Grant	(7,953.35)	50,250.43	60,408.73			(18,111.65)	0.00	(18,111.65)
60	Bond & Int.2003 G.O. Bond	10,687.01	0.00	10,706.25			(19.24)	0.00	(19.24)
61	Equipment Reserve	126,047.25	0.00	0.00			126,047.25	0.00	126,047.25
70	Water & Light Surplus	423,527.32	0.00	0.00			423,527.32	0.00	423,527.32
TOTALS		\$3,242,033.44	\$261,209.97	\$251,192.07	\$2,730.93	\$686.72	\$3,254,095.55	\$164,813.42	\$3,089,282.13

BALANCE IN BANKS AND INVESTMENTS:	
St. John Ntl. Checking	\$857,741.39
St. John Ntl. Savings	\$398,902.16
Money Market	\$9,063.22
Diversion Fund	\$755.78
Section 125 Checking	\$5,000.00
Tree Board Checking	\$108.09
SJNB Petty Cash	\$736.72
Cash On Hand	\$150.00
Sub Total	\$1,272,457.36
Warrants Outstanding	(\$58,199.93)
Add Investments	\$2,039,324.49
Returned Checks	\$0.00
Deposits Outstanding	\$513.63
Total Cash & Investments	\$3,254,095.55

BONDS OUTSTANDING:	
2001 G.O. Bond - Centennial Court	\$0.00
2003 G.O. Bond - Fire Truck	\$20,000.00
Total Bonds	\$20,000.00

OTHER LOANS & LEASES:	
Nitrate Removal Project	\$1,018,770.43
Catalytic Converters	\$57,854.62
Electric Trucks	\$39,599.07
2014 Dodge Charger	\$4,046.88
Total Loans & Leases	\$1,120,271.00

9/6/2016 7:00 PM | Meeting called to order by Mayor Bobby Stimatzé | Alex Robinson opened with prayer.

Attendance

Council members present:

⌘ Bobby Stimatzé, Mayor	⌘ Shari Williamson, President
⌘ Mark Bryant	⌘ Marshal Sanders
⌘ Troy Hanson	⌘ Kevin Davis

Additions to the Agenda

- ⌘ City Clerk- Executive Session pursuant to personnel matters of nonelected personnel, in order to discuss and review skating manager applications.
- ⌘ Police Department-Impound Vehicle Invoice
- ⌘ City Superintendent- Executive session pursuant to personnel matters of nonelected personnel in order to discuss and review city superintendent application.

Davis moved to approve the additions to the agenda. Seconded by Bryant. No discussion. Motion carried 5-0.

Citizen Comments

- ⌘ No comment

Consent Agenda

- ⌘ Approve Minutes for Regular Council Meeting on 08-16-2016.
- ⌘ Approve Appropriation Ordinance #08-18-2016 in the amount of \$59,679.51.
Water & Light-\$770.78; CDBG Sidewalk Grant-\$58,908.73.
- ⌘ Approve Appropriation Ordinance #09-06-2016 in the amount of \$107,926.34.
General-\$13,253.41; Solid Waste-\$9,625.44; Sewer Utility-\$2,861.68; Water & Light-\$82,185.81

Sanders moved to approve these items included in the consent agenda. Seconded by Bryant. No discussion. Motion carried 5-0.

Sid Arpin-BG Consultants, INC

- ⌘ Arpin presented the project wrap up items including the Certificate of Substantial Completion and Change Order No 1 for council approval.

Hanson moved to approve the Certificate of Substantial Completion and Change Order No. 1. Seconded by Williamson. No discussion. Motion carried 5-0.

- ⌘ Arpin updated on the status of 511 E 1st Drive way. The driveway angle is deeper because of the correction to the sidewalk. The owner can access the property from the alley.
- ⌘ Arpin presented Mansel Construction's bid of \$900.00 to correct the angle of the driveway.
- ⌘ Consensus of council was to not make the correction, since the owner can access the property from the alley.

Erin Allen-Midland GIS Solution

- ⌘ Erin Allen presented her updated proposal for Midland GIS Solution.
- ⌘ Garcia read GIS Workshop's email and restated their proposal cost.
- ⌘ There was discussion between council.

Sanders moved to approve Midland GIS Solution proposal of 36,880.00 which includes data collection & GIS development; one time WEB GIS & Mobile Development fee; and the annual Web GIS Hosting fee. Seconded by Davis. No discussion. Motion Carried. 4-1. Hanson opposed.

Committee & Department Head Reports

Grocery Store Task Force- Tonya Sanders, President

- ⌘ Sanders updated the council on the four potential grocery store owners.
- ⌘ Sanders recommend the city have a feasibility study done, which Stafford County Economic Development would assist with.

Grant Administrator- Lisa Cornwell

- ⌘ Not present. No report.

Police Department-Chief Adam Sayler

- ⌘ Sayler had no initial report
- ⌘ Stimatze inquired about the status of an impound vehicle invoice from Scott Claussen.
- ⌘ Sayler informed council on the particulars with the invoice.
- ⌘ There was discussion between council, Claussen, and attorney.
- ⌘ Consensus of council was to send the invoice to Stafford County for payment, since it was their Sheriff's Department which released the vehicle.

Fire Department-Chief Michael Sanders

- ⌘ Not present. No Report.

Administration

City Clerk-La Dona Garcia

- ⌘ Garcia presented the L.I.F.E Program request to use the skating rink starting September 13th.
- ⌘ Garcia requested clarification on if the skating manager could charge the L.I.F.E Program during the Tuesday, skating session.
- ⌘ Consensus of council was to allow the program to use the facility and skates starting September 13, 2016. The skating manger will not charge the L.I.F.E Program for Tuesday skate.
- ⌘ Garcia presented the League of Kansas Municipalities request for voting delegates.

Davis moved to approve Troy Hanson and Mark Bryant as the cities voting delegates for the League of Kansas Municipalities. Seconded by Sanders. No Discussion. Motion Carried 3-2. Hanson and Bryant opposed.

- ⌘ Garcia explained the situation regarding the lifeguards and Swim Manger volunteering their time to offer swim lessons the week August 1 thru August 5th.
- ⌘ Per the Fair Labor Laws, they should have been paid, since the volunteer work was in the same capacity as their daily job.
- ⌘ Consensus of council was to pay the lifeguards and Swim Manager for their time.

Sanders moved for an executive session for ten minutes pursuant to personnel matter of nonelected personnel to include Mayor, Council, City Attorney, and City Clerk, in order to discuss and review skating manager applications regular council meeting will reconvene at 8:01 pm. Seconded by Bryant. No discussion. Motion carried 5-0.

Mayor Stimatz reconvened the regular meeting at 8:01 pm.

Davis moved to hire Jamie Lauffer as the skating manager for the upcoming 2016-2017 school year. Seconded by Bryant. No discussion. Motion Carried 5-0.

City Superintendent

- ⌘ Williamson requested approval to purchase additional diesel fuel.

Sanders moved to approve the additional purchase 8500 gallons from Hampel Oil for \$15,000.00. Seconded by Bryant. No discussion. Motion carried. 4-1. Hanson opposed.

- ⌘ Williamson presented two proposals for the automatic meter reading.
- ⌘ One way read meters for Itron, Inc and Neptune for \$215344.00 with no installation. Neptune's annual cost would be \$3,000.00; Itron didn't present with an annual cost.
- ⌘ Two way metering system from Elster for \$328,504.00 which does not include installation. Their annual cost is estimated at 12,000.00 to take effect in 2018.
- ⌘ Installation for either system would be around \$30,000.00.
- ⌘ There was discussion between Williamson, Mayor, and Council.

Sanders moved to purchase the two way system from Elster for \$328,504.00 and for them to perform the installation for \$30,000.00; the installation fee will be processed through Fund 42-Water System Capital Improvements. Second by Williamson. No discussion. Motion Carried 4-1. Hanson opposed.

- ⌘ Williamson informed council of the four gutters which need to be repaired.

- ⌘ Williamson presented a proposal from Mansel to fix the four problem gutters at \$2,000.00 apiece.
- ⌘ Hanson and Sanders inquired about the dip on First and Monroe.
- ⌘ Williamson estimated a cost of \$7,500.00 to fix the dip.

Sanders move to approve the repair at First and Monroe for an estimated cost of \$7,500.00. Seconded by Davis. No Discussion. Motion Carried 5-0.

Sanders moved for an executive session for five minutes pursuant to personnel matters of nonelected personnel to include Mayor, Council, City Attorney, and City Clerk, in order to discuss and review city superintendent applications regular council meeting will reconvene at 8:45 pm. Seconded by Bryant. No discussion. Motion carried 5-0.

Mayor Stimatz reconvenged the regular meeting at 8:45 pm.

Sanders moved for an executive session for five minutes pursuant to personnel matters of nonelected personnel to include Mayor, Council, City Attorney, and City Clerk, in order to discuss and review city superintendent applications regular council meeting will reconvene at 8:56 pm. Seconded by Davis. No discussion. Motion carried 5-0.

Mayor Stimatz reconvenged the regular meeting at 8:56 pm.

City Attorney-John D Beverlin II

- ⌘ Beverlin updated on the status of the annexation of Kanza Short Stop and Delp Tree Farm.
- ⌘ Consensus of council was to send out the letters to the all parties requesting them to allow the annexation.
- ⌘ Beverlin requested clarification on the council intended usage of the Dillion’s building. Depending on their plans, will determine who should obtain the building, the LandBank or the City.
- ⌘ IOOF lodge Trustees discussed their concerns with the ongoing acquisition contract for the Dillion’s building.
- ⌘ Beverlin advise council on how to address these concerns.

Hanson moved to approve John D Beverlin II, City Attorney to insure the title of the Dillion’s building, prepare the contact with one payment not to exceed \$50,000.00 instead of two payments of \$25,000.00, and authorizing the Mayor Stimatz to sign said contact when it is finalized. Seconded by Sanders. No discussion. Motion carried 5-0.

Stimatzes recessed the council meeting at 9:05 pm. Hanson opened the LandBank meeting

Sanders moved for a ten minute executive session pursuant to preliminary discussion of acquisition of real estate to include Board, City Attorney, City Clerk, and Laura Davis, regular meeting to reconvene at 9:16 pm. Seconded by Davis. No discussion. Motion Carried 5-0.

President Hanson opened the regular meeting at 9:16 pm.

- ⌘ Hanson appointed Bobby Stimatze as Vice president with the approval of the other board members. The consensus of the board was to approve the appointment.

With no further business Stimatze moved to adjourn the LandBank meeting at 9:17 pm. Seconded by Bryant. No Discussion. Motion Carried 5-0.

Mayor Stimatze reconvened the regular council meeting at 9:17 pm.

- ⌘ Mayor Stimatze recommended the appointment of Kevin Davis to the LandBank Board.

Sanders moved to approve Mayor Stimatze's appointment of Kevin Davis to the LandBank Board. Seconded by Hanson. No discussion. Motion carried 4-1. Davis abstained.

Old Business

- ⌘ Axman's Land Donation and Sidewalk Project was tabled to September 20, 2016.

New Business

- ⌘ Stimatze discussed C. Bickley Foster's contact has interim zoning administrator.

Sanders moved to approve LaDona Garcia as interim zoning administrator until a new zoning administrator can be hired. Seconded by Davis. No discussion. Motion carried 5-0.

With no further business Hanson moved to adjourn the meeting at 9:19 pm. Seconded by Bryant. No Discussion. Motion Carried 4-1. Hanson opposed.

Next regular council meeting will be Tuesday, September 20, 2016 at 7:00 pm.

Bobby Stimatze, Mayor

LaDona S Garcia, City Clerk

APPROPRIATION ORD. #09-09-2016

My Report Subtitle

Friday, September 09, 2016

Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
109385	IOOF ODD Fellows Lodge No. 539	09/2016	Acquisition of Property located at 109 E. 4th	\$48,031.88
				\$48,031.88

APPROPRIATION ORD. #09-20-2016

My Report Subtitle

Friday, September 16, 2016

Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
-888	DIR OF TAX-SALES TAX	08/2016	August Sales Tax Return - filing pre-paid monthly which in	\$3,428.74
109386	Alert-All Corp.	W12776	Fire Prevention Materials - Custom Purple 5" mini flyer	\$177.50
109387	Cory & Amanda Tagtow	09/2016	Refund meter deposit balance	\$129.92
109388	Davis Electrical, Inc.	0042977	Adjust and repair police dept. toilet	\$61.50
109389	DIRKS COPY PRODUCTS INC.	W144	Billing Sheets	\$128.56
109390	DOLLAR GENERAL-MSC 410526	09/2016	Bleach and Toilet Paper for Witt Center; Ice for Cory's Par	\$11.50
109391	DPC ENTERPRISES, L.P.	DE28000318-	Chlorine	\$10.00
109392	EMG	4411	Key Account & Energy Consulting Agreement	\$425.00
109393	FISHER SERVICE CENTER	4632	2013 Ram Police Truck - Complete lube, oil, and filter ser	\$81.94
109394	Great Bend Redi-Mix, Inc.	49534	131/2 yards, 6-10 Mix below water tower and on south bro	\$1,534.50
109395	GREAT BEND TRIBUNE	08/09 - 08/22	City Superintendent and Lineman Ads ran 08-09-16 - 08-2	\$462.90
109396	Hampel Oil	90819334	Off Road Hampel Power Diesel #2 - Council approved on	\$12,448.18
109397	HARTER AUTO	08/2016	August Statement	\$860.25
109398	JEFF WILLIAMSON	09/2016	Mileage to Hays and back to meet with Midwest	\$97.20
109399	KANSAS RURAL WATER ASSOC.	09/2016	Annual Membership Dues	\$599.60
109400	KANZA CO-OPERATIVE ASSOCIATION	08/2016	August Statement	\$773.20
109401	KU Transportation Center	09/20/2016	Gravel Road Maintenance - David Heller training in Jetmo	\$75.00
109402	OFFICE PRODUCTS, INC.	704868	Binders for City Clerk	\$41.58
109402	OFFICE PRODUCTS, INC.	G02367	Rubberbands	\$1.65
109403	S & S Tire Inc.	2182	Tire Repair - Police Truck	\$17.50
109404	SANDYLAND SHEPHERD'S CENTER	09/07/2016	Skating Rink Ad ran on Ch. 3	\$10.00
109405	SCHULZ CLEANING SERVICE	09/2016	City Hall & Witt Center Cleaning Agreement	\$500.00
109406	STANION WHOLESALE ELE CO	4148230-00	Lt. arrestor - water plant	\$106.72
109406	STANION WHOLESALE ELE CO	4152155-00	fuel 2-tool combo kit - Bucket Truck	\$374.10
109406	STANION WHOLESALE ELE CO	4152160-00	redlithium bat pac - Bucket Truck	\$132.44
109406	STANION WHOLESALE ELE CO	4152160-01	compression tap connectio	\$171.95
109406	STANION WHOLESALE ELE CO	4152160-02	ideal tightstight clamp meter; ac/dc charger	\$99.67

Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
109406	STANION WHOLESALE ELE CO	4152160-03	Volt Meter for Nitrate Plant	\$246.91
109406	STANION WHOLESALE ELE CO	4160144-00	Credit fuel 2-tool combo kit	(\$374.10)
109406	STANION WHOLESALE ELE CO	4160446-00	fuel 2-tool combo kit; trade in 18 volt - Bucket Truck	\$266.60
109407	Stone Sand Co., Inc.	37341	213 South Broadway - to demolish, haul off and dispose o	\$5,600.00
109408	Stull, Beverlin, Nicolay, & Haas, LLC	13556	August Services	\$1,878.00
109409	TAYLOR PRINTING INC.	09/2016	Water & Electric Connection/Disconnection forms	\$148.15
109410	Totally Promotional	SIN467639	Fire Prevention Materials - Drawstring Bags	\$255.00
109411	Unifirst Corporation	240 0653088	Electric Dept. Uniforms	\$108.69
109411	Unifirst Corporation	240 0653096	Rueben, Chris, Champ Uniforms	\$28.00
109411	Unifirst Corporation	240 0654555	Electric Dept. Uniforms	\$31.47
109411	Unifirst Corporation	240 0654562	Reuben, Chris, and Champ Uniforms	\$29.50
109412	USA Bluebook	041876	Rust Oleum Inverted Paint: Fluorescent Green and Caution	\$282.69
109413	VERIZON WIRELESS	3457179597	Mobi WIFI for Electric Dept.	\$73.61
109414	VISA	08/31/16 - Ca	Card #0687 - August Statement	\$902.32
109414	VISA	08/31/16 Car	Card # 0679 August Statement	\$57.97
				\$32,295.91

13030



258 NW 30TH ST • ST. JOHN, KS 67576
(620) 549-3873

Invoice

9/13/2016

City of St. John
PO Box 367
St John Ks 67576
FAX: 620-549-6188

Curbs and Gutters

Rebuild inlet & gutter at 5th & West Streets

3,100.00

10-14 - 4100
15

Damage to inlet & gutter @
5th & West

Originally Cory & Bobby
approved Mansel quote for
\$2,000.00. Invoice is ↑,

On Consent Agenda for approval
of \$3,100.00.

Total

\$3,100.00

due 10th of the month following invoice date.
unpaid at the end of the month following invoice date.
Finance Charge Rate 18% - Minimum finance charge \$1.00

Grant Report

September 16, 2016

To proceed with the Community Facilities grant from USDA we will need to get an analysis of what is needed to update the Witt Center and the approximate costs.

Safe Routes to School will not have a request for proposal this fall. They are currently discussing putting two years of funding together so they can make larger awards. They hope to have an announcement out by the end of September or sometime in October.

Tennis courts-United States Tennis Association has a grant application available for resurfacing existing 36', 60' and 78' courts and lighting cost. The grant is for 50% of the total cost with a maximum of \$10,000.00. They have another grant for new construction or existing facility reconstruction of 36' 60' or 78' courts and will pay 50% of construction maximum \$20,000.

When they receive an application they will provide technical assistance on planning the project

Is anyone interested in me looking into this opportunity further??

Kansas Housing Resources Corporation Moderate Income Housing RFP
Due October 14, 2016

Up to \$400,000.00 loan

Applicants may use funds for infrastructure necessary to support housing or actual housing development, including acquisition of real property, new construction, modular or manufactured housing and/or rehabilitation of existing vacant housing.