



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 – August 16, 2016.
2. **Appropriation Ordinance**
 - a. Ordinance #08-18-2016 for \$59,679.51.
 - b. Ordinance #09-06-2016 for \$107,926.34

Sid Arpin-BG Consultants, INC-CDBG Sidewalk Project- Final Additions and Completion Date

Erin Allen-Midland GIS Solution-Updated GIS Proposal

Department Head & Committee Reports

1. **Grocery Store Task Force – Report**
2. **Grant Administrator - Report**
3. **Police – Report**
4. **Fire - Report**
5. **City Clerk**
 - a. L.I.F.E Program skating request.
 - b. Voting Delegates for League of Kansas Municipalities.
 - c. Lifeguards and Swim Manager-Free Lessons
6. **Interim-City Superintendent**
 - a. Purchase of Diesel Fuel
 - b. Automatic Meters
7. **City Attorney- Report**

Motion to Recess to LandBank Meeting

1. Dillion's Contract
2. Executive Session to discuss preliminary discussions relating to the acquisition of real property.

Old Business

1. Axman's Land Donation and Sidewalk Project

New Business

1. C. Bickley Foster Contract

APPROPRIATION ORD. #08-18-2016

My Report Subtitle

Thursday, August 18, 2016

Check	Vendor	Invoice ID	Invoice Description	Invoice Amount
109329	BG Consultants, Inc.	08/04/2016	CDBG Sidewalk Improvements - 15-1242H - 1st St. from	\$3,975.00
109330	Great Plains Development, Inc.	08/15/2016	CDBG #15-PF-070 30% due of CDBG Construction Fund	\$4,470.00
109331	HD Supply Waterworks, Br. 226	F666695	Water Supplies for City and Sidewalk Project: PVC meter	\$3,089.39
109331	HD Supply Waterworks, Br. 226	F670948	Water supplies for City and for Sidewalk Project: setter, c	\$156.14
109331	HD Supply Waterworks, Br. 226	F672593	Water supplies for City and Sidewalk Project: mtr coupling	\$326.99
109331	HD Supply Waterworks, Br. 226	F681685	Water Supplies for City and Sidewalk Project: Tubing	\$75.40
109331	HD Supply Waterworks, Br. 226	F681737	Side Walk Project Supplies: Ford Curb Box	\$182.00
109331	HD Supply Waterworks, Br. 226	F707423	Water supplies for City and Sidewalk Project: insert, mete	\$439.89
109332	MANSEL CONSTRUCTION INC.	15-1242H #2	CDBG Sidewalk Grant Project: 7/01/16 - 7/31/16	\$46,964.70
				\$59,679.51

APPROPRIATION ORD. #09-06-2016

My Report Subtitle

Friday, September 02, 2016

Invoice Check Number	Vendor	Invoice ID	Invoice Description	Invoice Amount
109342	ADVANCE INSURANCE COMPANY	09/2016	September Premium	\$45.50
109343	Assurant Employee Benefits	09/2016	Septermember Premium	\$82.75
109344	BLUE CROSS & BLUE SHIELD OF KS	1470352	September Premium	\$9,344.36
109345	BTI	216057	Greese	\$47.90
109345	BTI	216159	John Deere F1435 Mower Repairs: harness, wires,	\$1,868.46
109346	Century Link	08/2016	August Statement	\$1,239.41
109347	Cintas Corporation	5005803177	Cabinet Supplies	\$82.50
109348	DOLLAR GENERAL-MSC 410526	08/2016	July Charges - Water for Pool & Council	\$23.00
109349	DPC ENTERPRISES, L.P.	DE28000273-	chlorine	\$10.00
109350	Emergency Reporting	2016_3955	Monthly invoice for fire package for September	\$99.00
109351	Foster & Associates, Planning Consultant	07/16 - 08/16	Planning Services for 7/25/16 - 8/24/16	\$483.58
109352	GOLDEN BELT TELEPHONE ASSN.	10524015	September Internet Service	\$127.95
109353	GREAT BEND FARM EQUIPMENT, INC	123462	Decks on mowers	\$134.61
109354	Hampel Oil	90816632	Fuel for PD	\$518.49
109355	HR direct	INV4207844	2017 Attendance Controller	\$57.74
109356	Innovative Automation & Controls, Inc.	1616	AB compact logix 8 pt analog input card, graystone temp.	\$1,806.00
109356	Innovative Automation & Controls, Inc.	1617	replace SCADA control system analog input cards & temp	\$490.00
109357	John Deere Financial	07/21/2016	sprayer, tape rule powerlock, shovels, spade drain	\$701.34
109358	KANS MUNICIPAL UTILITIES INC	200001724	Conference Registration for Cory - May Annual Conferenc	\$250.00
109358	KANS MUNICIPAL UTILITIES INC	200001843	Lineman/PPO and City Superintendent Ads	\$50.00
109359	KANSAS GAS SERVICE	08/2016	August Statement	\$210.58
109360	KANSAS ONE-CALL SYSTEM, INC.,	6080465	16 Locates	\$16.00
109361	KANSAS STATE FIREFIGHTERS	08/2016	2016 Annual Membership Dues - Fire Dept.	\$50.00
109362	KRIZ-DAVIS CO.	S101373958.	high base extended range - current transformers	\$741.75
109363	MANSEL CONSTRUCTION INC.	08/29/2016	1 roll of wire for transformer cement pad	\$125.00
109364	MID-STATES ENERGY WORKS, INC	4737	Reset an error on the PLC	\$690.00

My Application

This software is registered to My Report Subtitle

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Invoice Check Number	Vendor	Invoice ID	Invoice Description	Invoice Amount
109365	MIDWEST ENERGY, INC.	08/2016	605,369 kWh	\$64,321.57
109366	Nex-Tech	4685388	August Statement	\$371.85
109367	Northview Nursery	5295	Hang medi-ject for iron iv, medi-ject ironfor iv, labor & inst	\$1,189.95
109368	OFFICE PRODUCTS, INC.	251260	Maintenance Agreement	\$314.03
109368	OFFICE PRODUCTS, INC.	G00686	Copy paper	\$47.50
109368	OFFICE PRODUCTS, INC.	G00686-01	Ink for Treasurer Printer (Magenta)	\$122.99
109368	OFFICE PRODUCTS, INC.	G01605	Copy Paper	\$34.70
109368	OFFICE PRODUCTS, INC.	G01605-01	Rec. dater for City Clerk and Ink for Treasurer's printer	\$145.78
109368	OFFICE PRODUCTS, INC.	G99572	Binder for LaDona and office and post it notes for office	\$63.56
109369	RC Computers LLC	2016-188	Power plant - Battery back up for the security camera at th	\$519.93
109369	RC Computers LLC	2016-195	server maintenance over the weekend forwarded Cory's e	\$75.00
109370	Shred-it USA, LLC	9411926227	August shredding service	\$86.00
109371	Smith & Loveless, Inc.	112393	Cherry lane lift station repairs	\$1,376.50
109371	Smith & Loveless, Inc.	LS16130DB	Service	\$1,155.00
109372	Spinnaker Web Design & Hosting	5	City of St. John Service Plan for 2016 - Annual domain na	\$1,000.00
109373	ST JOHN VET HOSPITAL	2016	2016 Rabbits Clinic: (74 Rabbits Vaccinations, 3 Hours o	\$727.50
109374	ST. JOHN LUMBER CO., INC.	08/31/16 - Pa	August Statement	\$32.95
109374	ST. JOHN LUMBER CO., INC.	08/31/16 - Se	August Statement	\$8.58
109374	ST. JOHN LUMBER CO., INC.	08/31/16 - Sh	August Statement	\$26.57
109374	ST. JOHN LUMBER CO., INC.	08/31/16 - Sid	August Statement	\$23.86
109374	ST. JOHN LUMBER CO., INC.	08/31/16 - Str	August Statement	\$17.99
109374	ST. JOHN LUMBER CO., INC.	08/31/2016 -	August Statement	\$309.05
109374	ST. JOHN LUMBER CO., INC.	8/31/16 - Pool	August Statement	\$23.99
109375	Stafford County Clerks' Office	080116	July Utility Bill	\$70.23
109375	Stafford County Clerks' Office	082316	July Gas Bill	\$12.24
109376	STANION WHOLESALE ELE CO	4137312-00	meter sockets, transformer brackets,compression connec	\$982.51
109376	STANION WHOLESALE ELE CO	4139989-00	wire	\$311.49
109376	STANION WHOLESALE ELE CO	4143937-00	Bulbs	\$50.31
109376	STANION WHOLESALE ELE CO	4143937-01	compression connector	\$58.86
109377	Stull, Beverlin, Nicolay, & Haas, LLC	13469	July Services	\$2,753.00

Invoice Check Number	Vendor	Invoice ID	Invoice Description	Invoice Amount
109378	SUNFLOWER TRAILER SALES	24078	LED Lights for F550	\$89.00
109379	Sutherlands High Plains, LLC	020963	Quick mark marking wand	\$25.65
109380	TAYLOR PRINTING INC.	08/31/2016	#10 Window Envelopes - Self Seal Tinted (Utility Bill)	\$208.00
109381	THE HUTCHINSON NEWS	08/16	Lineman/Power Plant Operator Ad	\$404.90
109381	THE HUTCHINSON NEWS	08/2016	City Superintendent Ad	\$724.26
109382	THE ST JOHN NEWS	08/28/2016	Lineman and Superintendent Ads ran 8/10,8/11,8/13,8/16,	\$1,301.00
109383	Unifirst Corporation	240 0648697	Electric Dept. Uniforms	\$30.17
109383	Unifirst Corporation	240 0650153	Electric Dept. Uniforms	\$30.17
109383	Unifirst Corporation	240 0650161	Reuben, Chris, & Champ Uniforms	\$28.00
109383	Unifirst Corporation	240 0651407	Laundry Services	\$37.80
109383	Unifirst Corporation	240 0651651	Electric Dept. Uniforms	\$31.47
109383	Unifirst Corporation	240 0651658	Reuben, Champ, and Chris Uniforms	\$28.00
109384	Unruh Brothers Waste, LLC.	09/2016	September Trash Service	\$9,457.26
109384	Unruh Brothers Waste, LLC.	Credit for 06/	Credit for used tote fee billed but not ordered	\$1.25
				\$107,926.34

Attendance

Council members present:

- ☒ Bobby Stimetz, Mayor
- ☒ Mark Bryant
- ☒ Kevin Davis
- ☒ Shari Williamson, President
- ☒ Marshal Sanders

Troy Hanson was absent.

Additions to the Agenda

☒ City Attorney-Preliminary discussion concerning annexation of existing businesses.

Davis moved to approve the additions to the agenda. Seconded by Bryant. No discussion. Motion carried 4-0.

Citizen Comments

☒ No comment

Consent Agenda

☒ Approve Minutes for Regular Council Meeting on 08-02-2016.

☒ Approve Appropriation Ordinance #08-16-2016 in the amount of \$18,282.76.

General Fund-\$4,995.93; Sewer Utility-\$756.05; Water & Light-\$11,030.78; CDBG Sidewalk Grant-\$1,500.00.

Sanders moved to approve these items included in the consent agenda. Seconded by Williamson. No discussion. Motion carried 4-0.

Special Presentations-Midland Solution & GIS Workshop INC.

☒ Erin Allen from Midland and GIS Solution presented her presentation on their web & mobile GIS program to map the utilities.

☒ Genie Andrews from GIS Systems represented her proposal and answered questions.

☒ Garcia advised on the funding of the GIS program. There was discussion.

☒ Consensus of council was to table to allow both companies to prepare a more accurate bid proposal.

Committee Reports

Grocery Store Task Force-Tonya Sanders, President

☒ Sanders reported on a potential owner of the grocery store.

☒ The individual and Sanders toured the store and discussed problem areas. These areas would need to be addressed prior to him establishing a store.

Grant Administrator-Lisa Corwell

- ⌘ No Report

Department Head Reports

Police Department-Chief Adam Sayler

- ⌘ No Report

Fire Department-Chief Michael Sanders

- ⌘ No Report

Administration

City Clerk-La Dona Garcia

- ⌘ Garcia presented Ordinance #1039 levying a city retailer's sales tax in the amount of 1% within the city limits to fund general services of the city, including but not limited to, economic development projects, and city infrastructure, the tax is to take effect on January 1, 2017.

Sanders moved to approve Ordinance #1039 levying a city retailer's sales tax in the amount of 1% to fund general services to include but not limited to, economic development projects and city infrastructure to take effect on January 1, 2017. Seconded by Bryant. No Discussion. Motion Carried 4-0.

- ⌘ Garcia presented a proposal from Pitney Bowes to lease a mail meter machine for \$147.27 a month. This should save in time and postage.

Sanders moved to approve the purchase of a mail meter machine from Pitney Bowes for 147.27 a month. Seconded by Bryant. No Discussion. Motion Carried 4-0.

- ⌘ Garcia informed council she received a proposal from Taylor Printing. INC to make the city street lamp signs at 60.00 a piece which would include designing them.

City Superintendent

- ⌘ Garcia updated council on the status of 213 S Broadway demolish.

Williamson moved for a 20 minute executive session to include Mayor, Council, City Attorney and City Clerk pursuant to personnel matters of nonelected personnel, exception in order to discuss employee performance review the open meeting to resume in the city council chamber at 8:30 pm. Seconded by Sanders. No discussion. Motion Carried 4-0.

City Attorney-John D Beverlin II

- ⌘ Beverlin advised on the preliminary purchase contract of the Dillion's building from the Odd Fellow Lodge.

Sanders moved to authorize Mayor Stimatze to accept and sign the purchase contract between the Landbank and the Odd Fellow Lodge for the Dillion's building for \$50,000.00, with the city paying \$25,000.00 at closing and the remainder by January 2017. Seconded by Bryant. No Discussion Motion Carried 3-1. Williamson opposed.

- ⌘ Beverlin advised on the annexation of Short Stop and Delp's Tree Farm.
- ⌘ There was discussion.
- ⌘ Consensus of council was to have Beverlin and Garcia move forward with the annexation process.

Old Business

- ⌘ Garcia updated on the Axman's land donation and sidewalk project. Mansel Construction submitted a bid to complete this project.
- ⌘ There was discussion between council.
- ⌘ Consensus was for Garcia to open the bid from Mansel and relay the findings to Carolyn Dunn, so she could inquire about Dollar General contributing to this project.

New Business

- ⌘ Garcia updated council on the benefit for Juliann
- ⌘ Garcia requested direction on the role the city would play in the benefit.
- ⌘ There was a discussion with council.

Sanders moved to donate \$250.00 to Juliann Owens Benefit to cover her medical expenses. Seconded by Williamson. No discussion. Motion Carried. 3-1. Opposed by Davis.

With no further business Williamson moved to adjourn the meeting at 9:07 pm. Seconded by Bryant. No Discussion. Motion Carried 3-1. Sanders opposed.

Next regular council meeting will be Tuesday, September 6, 2016 at 7:00 pm.

Bobby Stimatze, Mayor

LaDona S Garcia, City Clerk

Shut off

Accounts Receivable by Name

Balances: Non-Zero Only

29-Aug-2016

City of St. John

Status(es) Included: Active

Account	Billed To	Status	Date Last Pay	NowDue
Bill Cycle: A				
1300 32021	BARBARA and LARRY WEIMER	A	8/3/2016	\$235.24
1320 32689	BOGNER, JOANNE	A	7/28/2016	\$167.06
1725 30095	BYER, MICHAEL and or GAYLE	A	8/4/2016	\$150.42
1045 30236	CLARK, ANNA and ED	A	8/9/2016	\$451.67
1552 31059	CLAUSSEN, RITA	A	8/4/2016	\$286.73
1036 31407	DEVENEY, DENNIS and	A	8/4/2016	\$502.19
1482 30669	DILL, GAIL	A	8/25/2016	\$9,000.88
1470 32092	GUZMAN, ANTONIO	A	8/26/2016	\$141.51
1769 32546	HATTER, JACKIE	A	8/1/2016	\$152.08
1081 32696	Cosme & Daniel Hernandez	A		\$149.41
1135 30178	JASPER, ALICE N and MARK	A	8/25/2016	\$69.73
1558 30765	JENSEN, VICTORIA	A	8/15/2016	\$322.80
1914 30599	KARLA MEYER	A	7/25/2016	\$102.05
1770 32687	KILLINGER, KAYLA MARIE	A	7/25/2016	\$116.46
1347 30223	KOELSCH, MICHELLE	A	8/25/2016	\$171.95
1291 30403	LACHANCE, R. D.&MARSHA	A	8/4/2016	\$2,403.33
1150 31774	LAUFFER, NICK and JAMIE	A	7/21/2016	\$381.98
1289 30401	MENDENHALL, LEON	A	8/5/2016	\$2,777.06
1754 30599	MEYER, KARLA	A	8/5/2016	\$397.95
1424 30805	MILLER, WAYNE	A	8/15/2016	\$312.45
1161 30220	RAMIREZ, HERIBERTO &NORMA	A	8/16/2016	\$588.20
1555 30520	WARD, KIP	A	8/25/2016	\$425.21
1103 32408	WEBER, MATTHEW WARD and	A	8/18/2016	\$132.07
1333 31878	WEIMER, CHAR and MARK	A	8/23/2016	\$344.78
1017 32303	WHITAKER, JACOB and	A	8/23/2016	\$203.50
1806 31083	WILLINGER, JOANN	A	8/24/2016	\$18.62
1006 31229	WILLINGER, TIFF	A	8/15/2016	\$321.60
Cycle Totals:				\$20,326.93

8/22/2016

St. John City Council
115 East 4th Ave.
St. John, KS 67576

Dear City Council,

The L.I.F.E. Program would like to request your permission to start skating on Tuesday, September 13th. Once the skating rink is open to the public. we will skate with them on their regular schedule.

Sincerely,

Laura Davis

L.I.F.E After-School Program Director

August 19, 2016

Dear City Clerks or City Managers/City Administrators:

We are pleased the League's Annual Conference in Overland Park, October 8-10, 2016, is shaping up to be an exciting experience. We have an outstanding program of speakers, panel discussions and workshops planned which were highlighted in the July issue of the *Kansas Government Journal*.

I am writing to invite your city governing body to register its League voting delegates. State law provides that the governing body of each member city of the League may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League. League bylaws provide that a city voting delegate or alternate delegate qualifies by having his or her name, city title and address registered with the executive director.

Each member city needs to file new registration forms with the League of Kansas Municipalities. You may send them one of three ways: by mail to League of Kansas Municipalities, 300 SW 8th Avenue, Topeka, KS 66603; scanning the form and emailing adebusk@lkm.org; or via FAX to 785-354-4186. **Please send forms by Friday, September 16th to the attention of Anna DeBusk.**

Article 4, Sec. 5 of the League Bylaws prescribes the total number of votes provided to each member city based on population. The number of delegate registration forms enclosed is based on the following table.

City Population	No. Votes	No. Delegate Forms	No. Alternate Forms
1 - 2,500	1	1	1
2,501 - 7,500	2	2	2
7,501 - 17,500	3	3	3
17,501 - 37,500	4	4	4
37,501 - 77,500	5	5	5
77,501 - 117,500	6	6	6
117,501 - 157,500	7	7	7
157,501 - 197,500	8	8	8
197,501 - 237,500	9	9	9
237,501 - 277,500	10	10	10
277,501 - 355,500	11	11	11
355,501 - 395,500	12	12	12

A business and policy session of city voting delegates will be held on Monday afternoon, October 10th, at the conference in Overland Park.

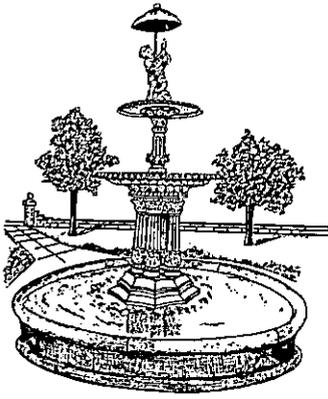
I look forward to hearing from you.

Sincerely,



Erik A. Sartorius
Executive Director

Enclosures



City of St. John

115 East Fourth
P.O. Box 367
St. John, Kansas 67576
(620) 549-3208
Fax (620) 549-6188
Website: stjohnkansas.com

July 7, 2015

To: Governing Body of City of St. John

I Juliann Owens, Mayor, City of St. John would like you to consider the appointment of C. Bickly Foster, Planning Consultant as interim zoning administrator for the City of St. John until a new zoning administrator is appointed. C. Bickly Foster would be available to work with City of St. John staff on any zoning issues that should arise. If appointed, the following fee schedule would apply: \$77.75 per hour with no minimum charge. The City would only be charged for the time assisted. The City would be charged extra for any copies that may need to be done by Bickly Foster. Bickly Foster would be available to put on a training session for the City of St. John. This training session would be beneficial to the City as well as the newly appointed planning commission members. If the City would be interested in said training session put on by Bickly Foster, the fee for that would be as follows: \$206.00 for the meeting plus mileage to and from St. John. An additional charge of \$55.00 for slide preparation would be added to the meeting fee. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Juliann M. Owens". The signature is written in black ink and is positioned above the printed name and title.

Juliann M. Owens
Mayor, City of St. John.