

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

October 22, 2013

The regular meeting of the Liberal City Commission was held at 6:30 p.m. in the Commission Chambers located at 325 North Washington on Tuesday, October 22, 2013.

Commissioners Present: Mayor Dave Harrison, Vice Mayor Janet Willimon, Dean Aragon, Joe Denoyer and Ron Warren.

City Staff Present: City Manager Mark Hall, Public Works Director Joe Sealey, Finance Director Chris Ford, City Clerk/Airport Manager Debbie Giskie, Human Resources Director Sheena Schmutz, Economic Development Director Jeff Parsons, Housing & Community Development Director Karen LaFreniere, Transit Supervisor Melanie Lunceford, Air Museum Director Jim Bert, Mid-America Air Museum Director Jim Bert, Chief of Police Al Sill and City Attorney Shirla McQueen.

Mayor Harrison declared the meeting called to order and City Clerk Giskie read the roll call declaring all members present. The Pledge of Allegiance was recited and the invocation was given by Ann Holman of the Risen Glory Church.

1. Awards/Proclamations/Presentations. Mayor Harrison presented Bonnie Raff with a proclamation designating November 2013 as National American Indian Heritage Month. He also presented Bonnie Raff with a proclamation designating November 1, 2013 as National Family Heritage Day.

2. Approval of Agenda.

Mayor Harrison requested approval of the agenda.

- Commissioner Denoyer noted there was a typographic error on the agenda and advised Item 8 should read Title VI instead of IV.

Commissioner Denoyer moved to approve the agenda, as amended, with Vice Mayor Willimon seconding the motion. The motion carried unanimously.

3. Approval of Minutes.

Commissioner Denoyer moved to approve the minutes of the October 8, 2013 regular meeting, as presented. The motion was seconded by Vice Mayor Willimon carried unanimously.

4. Items from Citizens.

Mayor Harrison read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

5. Items from Groups.

Mayor Harrison read the rules of the Commission and requested members of the audience approach the podium to address the Commission. *No items were presented.*

6. Consent Agenda:

a. Acknowledge Receipt of Minutes:

1. Liberal Memorial Library, September 17, 2013.
2. Liberal Housing Authority, October 9, 2013.

Mayor Harrison inquired if the Commission wished to remove any items for further discussion. *Commissioner Denoyer moved to approve the Consent Agenda, as presented, with Vice Mayor Willimon seconding the motion. The motion carried unanimously.*

7. Grant from Kansas Housing Resources Corporation.

- Housing & Community Development Director LaFreniere announced the City received a \$350,000 grant, which the City Commission approved the grant application submittal on August 13. She advised that the grant award was less than the City had applied for and the project was for the 48 apartment units in northeast Liberal.

Commissioner Denoyer moved to accept the Moderate Income Housing Grant from the Kansas Housing Resources Corporation in the amount of \$350,000 and to enter into the grant agreement with KHRC, as presented. Vice Mayor Willimon seconded motion, which carried unanimously.

8. City Bus Title VI: Public Rights.

Transit Supervisor Lunceford noted the City's Title VI Plan for the City Bus system was submitted to KDOT a month ago for their approval as contained in the packet. She indicated they have requested official City approval of the Plan.

- Ms. Lunceford reviewed the major points of the Plan and reported the ridership continues to steadily increase.

Vice Mayor Willimon moved to adopt a Title IV Plan for the City Bus Program, as presented. Commissioner Aragon seconded the motion, which carried unanimously.

9. Mid-America Air Museum - USMC Museum Program's F-8H "Crusader".

Air Museum Director Bert requested permission to expend \$10,200 to Randy's Professional Painting to sandblast, prime, paint and refinish the F-8H Crusader on conditional loan from the United States Marine Corps Museum Program that is in dire need of the restoration. He indicated it was his hope to get all the aircraft inside as they are designed for combat, not for twenty years of Kansas wind.

- Mr. Bert reported with continued good weather, the aircraft could be sandblasted outside and then brought inside for the remainder of the work.

Commissioner Denoyer moved to approve the expenditure of \$10,200 to Randy's Professional Painting, LLC to sandblast, prime, finish and decal the USMC Museum Program's F-8H, as presented. Vice Mayor Willimon seconded the motion, which carried unanimously.

10. Mid-America Air Museum - Megalodon: Largest Shark That Ever Lived:

- a. MAAM Foundation Agreement.

Air Museum Director Bert expressed appreciation for the interest and support of the City Commission, City administration and Foundation of this effort. He acknowledged the presence of several Foundation members in the audience tonight. Mr. Bert referred to the proposed agreement between the Mid-America Air Museum Foundation and the City for the winter/spring 2015 shark project. He reported the Foundation has donated \$5,000 to renovate the museum theatre into a first class multi-media center and banquet facility for future events.

- Mr. Bert noted we have sixteen months to prepare and have the experience gained from the dinosaur exhibit to make this a win-win situation.

Commissioner Denoyer moved to approve the Agreement with Mid-America Air Museum Foundation, subject to review and approval of the City Attorney, as presented. Commissioner Warren seconded the motion, which carried unanimously.

b. Florida Museum of Natural History Exhibition Agreement.

Air Museum Director Bert referred to the agreement with the owners/promoters of the educational shark exhibit. He noted this is a class exhibit that was in Wichita three years ago and is in Amarillo right now and felt it would be well accepted.

- Commissioner Denoyer challenged the public to let the City know when they see an educational exhibit while they are traveling so we can consider bringing it to Liberal.

Commissioner Denoyer moved to approve the Exhibition Agreement with the Florida Museum of Natural History, subject to the review and approval of the City Attorney, as presented. Vice Mayor Willimon seconded the motion, which carried unanimously.

11. Liberal Housing Authority Board Appointment.

City Clerk Giskie advised the Liberal Housing Authority has two vacant positions at the current time and this evening the Liberal Housing Authority is recommending Linda K. McMechan to be appointed to fill the unexpired term ending March 2015 of Bruce Jones.

- She explained that HUD requires one board member to be a resident of the property.

Commissioner Denoyer moved to appoint Linda K. McMechan to the Liberal Housing Authority to fill Bruce Jones' unexpired term ending March 2015, as recommended. Commissioner Warren seconded the motion, which carried unanimously.

12. South Kansas Avenue Project.

City Manager Hall advised the City's capital improvement plan includes street improvements to begin in 2014 and continue to 2021. He noted the first project would be South Kansas Avenue from Pine Street to the Railroad Tracks and would consist of mill and overlay, curb repair, sidewalk and lighting. He noted each year we would apply for KLINK funding which is limited.

- Mr. Hall noted the estimated cost of Phase I is \$937,970 and reminded the Commission that they previously appropriated \$165,000 for the design of the project. He recommended that an additional \$772,970 be approved and transferred from the Streets, Drainage and Other Capital Improvements portion of the One-Cent Sales Tax for Phase I of the South Kansas Avenue Project.
- Vice Mayor Willimon questioned how wide the sidewalks would be. Mr. Hall advised the sidewalks would be six foot wide.
- He also noted approximately 65 lights will be added on both sides of the street from Pine Street to the intersection of Pancake Boulevard. In addition, the project will include underground electrical and installation of banners.
- Commissioner Denoyer questioned if consideration could be given to putting in a sidewalk from Pine Street south to the apartments. Mr. Hall indicated they could look at that.

Commissioner Denoyer moved to approve the additional amount of \$772,970.00 be approved and transferred from the Streets, Drainage and other Capital improvements portion of the One-Cent Sales Tax for Phase 1 of the South Kansas Avenue Project, as recommended. Vice Mayor Willimon seconded the motion, which carried unanimously.

13. Formation of New Boards.

Commissioner Warren advised he wanted to start a discussion regarding the possibility of establishing a housing board and a building board. He noted he has heard comments that we aren't making any ground on housing and felt it might be a good time to re-establish the housing advisory board. He also noted years ago, the City had a plumbing board and indicated the building board could provide assistance to the building department by giving input based on the knowledge and experience of local contractors.

- Commissioner Warren noted there have been some inconsistencies in the last couple of years in the building department since the change of building inspector. He felt a building board could provide input on how to make decisions on which codes need to be changed. He explained the advisory board would be no more than five members, consisting of licensed individuals and perhaps someone who has rentals and deals with codes and procedures from the customer side.
- Vice Mayor Willimon invited the public to come before the Commission to discuss the issue, instead of forming another board and creating more work for staff.
- Commissioner Denoyer noted the board should have a purpose, personal agenda's should be left at the door and the board should consist of individuals that work together to make that department better.
- DeLari George noted he has been working in town for more than 40 years and there are a lot of inconsistencies that need to be addressed and felt the board setting would be better than in a public meeting.
- Carl Lynn stated he felt the board's function would be to work to solve problems before they get out of hand, such as procedures and clarification on what parts of the various codes we want to adopt.

Commissioner Warren noted the idea of the housing board would be to help staff to determine the best way to use the \$525,000 one-cent sales tax money to create housing. He advised the previous housing board was effective up to a point and noted the Be Liberal Board feels we should have a housing board.

It was the consensus of the Commission to continue talking about this issue further.

14. CITY MANAGER'S REPORT.

- City Manager Hall reminded the Commission of the Council of Governments meeting on Thursday at 7:00 a.m. at SCCC. He noted as it is getting closer to the holiday season, this group won't meet again until after the first of the year. He also reminded the Commission of the November 6, 2013 meeting with Black Hills Energy at 6:00 p.m. Mr. Hall advised the departments are working hard and doing great things. He noted RHID is moving forward and the Commission will take action at the second meeting in November and again in January for the 48 apartment project.
- Mr. Hall advised the contractor for the 15th Street project has informed City staff that they will begin asphalt paving on Monday and hope to have it open on Thursday.

15. ITEMS FROM COMMISSIONERS.

Mayor Harrison advised the Be Liberal Group is working on Phase 2 of their mission and will be making a request for funds at the next meeting. He encouraged the public to come forward and let the Commission hear from them.

- He expressed appreciation to City staff for all they do. He noted City staff continues to work on weed control and mowing and that he had visited with Mr. Sealey about some areas that need attention.

Vice Mayor Willimon encouraged the public to get registered to vote. She advised she would like the Commission to be more transparent and encouraged efforts to get the public engaged in the community. She questioned if we could make the video of the meetings available for viewing on the Internet since there are many in the community that don't have cable service. Mr. Hall indicated he would look into this.

- Vice Mayor Willimon expressed appreciation to Mr. Hall for the outstanding job he does running the City. He also commended City staff for their efforts.

Commissioner Denoyer thanked City administration for putting together a tremendous staff and thanked them for engaging people and bringing new ideas forward. He noted it is exciting to see the economic development efforts in the community.

Commissioner Aragon expressed appreciation to the City Manager and city staff for all they do and praised Mr. Bert for his efforts. He also thanked the citizens who come to visit with the Commission tonight.

Commissioner Warren echoed the comments made and was excited to see the shark exhibit. He also wanted to make sure it was understood that we have a good staff; he just wants to make everyone succeed and strive to be better by gaining from the knowledge of others by possibly forming additional boards.

16. VOUCHERS.

\$802,701.57, dated October 22, 2013. *Commissioner Denoyer moved to approve the vouchers, as presented, with Vice Mayor Willimon seconding the motion. The motion carried unanimously.*

17. EXECUTIVE SESSION. Back at 8:15 pm

Commissioner Denoyer moved to adjourn into a twenty (20) minute Executive Session per K.S.A. 75-4319(b)(1) - for the purpose of discussing personnel matters of non-elected personnel. The motion was seconded by Vice Mayor Willimon and carried unanimously. The Commission invited the city manager, finance director, human resources director and city attorney to the session.

- Mayor Harrison inquired if the Commission wished to take any action as a result of the Executive Session.

Commissioner Denoyer motioned that in accordance with City's pay scale, that the Commission propose similar action for the city manager. The motion was seconded by Vice Mayor Willimon and carried unanimously.

The meeting was adjourned by motion of Commissioner Denoyer.

Dave Harrison, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk