

## THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

February 10, 2015

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, February 10, 2015.

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

**City Staff Present:** City Manager Mark Hall, Finance Director Chris Ford, City Clerk Debbie Giskie, Sanitation Director Frank Holman, Wastewater Director Kenneth Williams, Information Technology Director Tim Lunceford, Fire Chief Kelly Kirk, Chief of Police Al Sill and City Attorney Shirla McQueen.

*Mayor Denoyer declared the meeting called to order, and City Clerk Giskie read the roll call declaring a quorum present. The Pledge of Allegiance was recited, and the invocation was given by Ann Holman of the Risen Glory Church.*

**1. Awards/Proclamations/Presentation.** Mayor Denoyer presented Sabrina Rodriguez, Girl Scouts Youth Community Leadership Development from Garden City, with a proclamation declaring February as Girl Scout Month.

- Ms. Rodriguez advised she is working really hard to revive the Girl Scout program in Liberal.

### **2. Approval of Agenda.**

Mayor Denoyer requested approval of the agenda.

*Commissioner Harrison moved to approve the agenda, as presented, Vice Mayor Aragon seconding the motion. The motion carried unanimously.*

### **3. Approval of Minutes.**

*Commissioner Willimon moved to approve the minutes of the January 27, 2015 regular meeting, as presented. The motion was seconded by Commissioner Warren and carried unanimously.*

### **4. Items from Citizens.**

Mayor Denoyer 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 Denoyer 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 Convention & Tourism Board, January 22, 2015.

- Mayor Denoyer inquired if the Commission wished to remove any items for further discussion.

*Commissioner Harrison moved to approve the Consent Agenda, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.*

**7. Final Reading of Ordinance No. 4449 - Amending Chapter 15, Article 1, Sections 15-126 and 15-128 and adding Exhibit C-1520 pertaining to Declaration of Water Watch/Warning, Penalties and Fees.**

Mayor Denoyer requested Commission consideration of the first and final reading of Ordinance No. 4449, entitled, "AN ORDINANCE AMENDING CHAPTER XV, ARTICLE 1, SECTIONS 15-126 AND 15-128 AND ADDING EXHIBIT C-1520 OF THE CODE OF THE CITY OF LIBERAL, KANSAS PERTAINING TO DECLARATION OF WATER WATCH, DECLARATION OF WATER WARNING, RATES, REGULATIONS AND VIOLATIONS".

- City Clerk Giskie advised this is the final reading of an ordinance presented at the last meeting by Water Services Director Burke. She reminded the Commission that this issue goes back to the conservation plan that was adopted last month and this ordinance will bring us into compliance with the Kansas Water Office.

*Commissioner Harrison moved to adopt Ordinance No. 4449, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.*

**8. Recycle Center.**

Sanitation Director Holman noted after the storm destroyed the building at the Airport, the citizens have indicated they want to continue the recycling process and he has been thinking about what can be done. He indicated it would be more efficient moving it to the sanitation building where they could monitor the recycled materials and keep it from looking like a junk yard.

- Mr. Holman referred to the drawing of the proposed building to be constructed to the east of the existing sanitation building and noted it would be accessible off of Fourth Street with sliding doors. He reported the low quote received for the building was from QSI, Ingalls, Kansas, in the amount of \$16,950. He estimated the total cost including building, concrete work and reuse of an overhead door would be \$30,000 to be expended from the insurance proceeds. He noted the bailer will be inside the sanitation building and cleanup of the bull pen and sale of old sanitation trucks netted about \$9,000, which was put into reserves.
- City Manager Hall reported the same products would be recycled as in the past.
- It was noted that the Commission was open to having discussions with other entities that are interested in performing some or all of the recycling. It was noted that if that became a reality some modifications could be made to the proposed building to make it usable for storage purposes. Mayor Denoyer expressed to the public that no general fund monies are being expended for this project, just funds from the insurance settlement.
- Mayor Denoyer called from comments from the audience on this issue.
- Charles Marcellus, Liberal, stated this seems like a real fine project that will save the taxpayers' money because the materials don't go to the Landfill. He questioned if it could be handled now or in the future by a private company or individual instead of government control as there are at least four licensed recyclers in the City.
- Following further discussion, the Commission encouraged Mr. Holman and Mr. Marcellus to work together on possible solutions.

*Commissioner Willimon moved to approve the expenditure of \$30,000 from the insurance proceeds for the recycling project. The motion was seconded by Vice Mayor Aragon and carried unanimously.*

#### **9. Wastewater Department Autoclave.**

Wastewater Services Director Williams referred to the information in the packet and requested approval to purchase an autoclave for the laboratory that is used to test for E. Coli on a weekly basis. He noted the current piece of equipment is 37 years old and is malfunctioning.

- Mayor Denoyer questioned if Midland Scientific Inc. offers a warranty on the equipment. Mr. Williams advised he would check on that.

*Commissioner Harrison moved to approve the purchase the Autoclave from Midland Scientific, Inc. in the amount of \$5,757.20, as presented. from Midland Scientific, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.*

#### **10. Police Department Records Storage File System.**

Chief Sill noted the LPD records section is very small and they are running out space rapidly. He explained they are capable of holding two years of files and on a daily basis they must retrieve records from the last four to five years. He requested approval for a turn-style filing system that takes up about the same amount of space and will double the storage space.

- Chief Sill advised they will repurpose the current system elsewhere in the Department and referred to the quote from File Safe, Salina, Kansas, which is recommended.

*Commissioner Harrison moved to approve the file system from File Safe in the amount of \$10,232.00, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.*

#### **11. Information Technology Equipment Upgrades.**

IT Director Lunceford distributed a handout entitled Server Virtualization which allows companies to eliminate aging infrastructure and create a virtualized server that offers a more efficient operation with updated hardware and in the long run we will see an energy savings. He noted the project also includes the necessary network equipment and storage since each machine takes up considerable network space and more RAM will be necessary to increase the storage capability.

- Mr. Lunceford compared the concept of having 7 cups of ice and one pitcher and by pouring the ice into the pitcher, you have eliminated the 7 cups and you can operate with one pitcher. In our case, we can utilize 3 new machines to offer the ability to host multiple different services, whereas the equipment will sense additional loads and shift them to other equipment on the virtual server with no interruption to the daily operations.
- Mr. Lunceford referred to the information in the packet and noted the quote of CDWG is recommended in the amount of \$36,079.13. He explained there are three projects included in the quote, which will save some shipping costs by purchasing the Water Department GIS equipment and the PD firewall at the same time. The total of the City Hall project is \$28,754.86.

*Commissioner Warren moved to approve the City Hall computer upgrades, as presented, and to approve the purchase of equipment for the three projects from CDWG in the amount of \$36,079.13, as presented. Commissioner Harrison seconded the motion, which carried unanimously.*

## **12. CITY MANAGER'S REPORT.**

City Manager Hall reported the departments are doing well and updated the Commission on the progress made to the ball fields and expressed appreciation to Commissioner Warren for loaning the forms for City's staff's use at the fields, which saved considerable time. He thanked all the departments for their hard work.

## **13. ITEMS FROM COMMISSIONERS.**

*Commissioner Willimon* expressed appreciation to City staff for cleaning up the community in preparation for the Pancake Day festivities and noted the streets look awesome. She noted the changes being seen at the ball fields is impressive as is the Megalodon exhibit at the Air Museum. She wished Commissioner Harrison a Happy Birthday.

*Commissioner Harrison* questioned why we require animals to receive a rabies vaccination every year for a 3-year period. Chief Sill advised he would check into this further.

- Commissioner Harrison advised he has heard many good comments about the Megalodon exhibit and thanked City staff for all they do.

*Commissioner Warren* advised he was anxious to see the Megalodon exhibit and also wished Commissioner Harrison a Happy Birthday. He noted he had been to the ball fields and felt City staff as doing a really good job and he looked forward to see the lights go on and see teams playing at the sports complex.

*Vice Mayor Aragon* wished Happy Birthday to Commissioner Harrison. He noted he had been in Dodge City and heard comments on how Liberal is changing. He encouraged the public to meet the City Commission candidates this Thursday at 7:00 p.m. at the Depot where each candidate will have 3 minutes to introduce themselves and another 3 minutes to answer questions.

*Mayor Denoyer* reminded the public of the March 3 primary election and the April 7 general election. He also noted the State of the City address would be held at 6:00 p.m. on February 17 in the upper level of SCCC.

- Mayor Denoyer reported January 2015 has set another record for sales tax collections. He noted that Commissioner Willimon on behalf of the Liberal Rotary Club has been working hard on the Pancake Day parade with 43 entries so far. He noted two past race winners from Olney, England, Lesley and Devon Byrne, will be coming to Liberal to take part in the Pancake Day festivities.
- Mayor Denoyer reported over 1,200 people have visited the Megalodon exhibit at the Air Museum in the first 10 days of the event. He expressed appreciation to City staff for their efforts to get things done in the community.

## **14. VOUCHERS.**

\$1,384,987.02, dated February 10, 2015. *Commissioner Warren moved to approve the vouchers, as presented, with Commissioner Willimon seconding the motion. The motion passed unanimously.*

**15. EXECUTIVE SESSION.** A ten (10) minute Executive Session per K.S.A.75-4319(b)(2) – consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship.

*Commissioner Harrison moved to adjourn into a ten (10) minute Executive Session per K.S.A. 75-4319(b)(2) – for the purpose of consultation with an attorney for the body or agency which*

*would be deemed privileged in the attorney-client relationship. The motion was seconded by Vice Mayor Aragon and carried unanimously. The Commission invited the city manager and legal counsel to the executive session.*

- Mayor Denoyer inquired if the Commission wished to take any action as a result of the Executive Session. *No action was taken.*

*The meeting was adjourned by motion of Commissioner Harrison.*

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Joe Denoyer, Mayor

ATTEST:

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Debra S. Giskie, CMC, City Clerk