THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
March 24, 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, March 24, 2015.

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

City Staff Present: Finance Director Chris Ford, Public Works Director Joe Sealey, City Clerk Debbie Giskie, Human Resources Director Sheena Schmutz, Economic Development Director Jeff Parsons, Housing & Community Development Director Karen LaFreniere, Solid Waste Director Frank Holman, Recreation Director William Weber, Chief of Police Al Sill, LPD Captain Jon Antrim 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/Presentations. Mayor Denoyer presented Housing & Community Development Director LaFreniere with a proclamation designating the month of April as Fair Housing Month celebrating 47 years of Fair Housing. Ms. LaFreniere reported a Housing Fair is scheduled on April 9 from 3 to 7 p.m. at the Mahuron Park Building where information on all the programs offered will be made available to the public.

2. Approval of Agenda.
Mayor Denoyer requested approval of the agenda.
Commissioner Harrison moved to approve the agenda, as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

3. Approval of Minutes.
Commissioner Willimon moved to approve the minutes of the March 10, 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.

- Ron Eckenrode, Liberal, appeared before the Commission to express concern about the street repairs need at the intersection of Clay Avenue and Highway 54. The Commission advised KDOT has this project slated for improvements in 2016. He also noted the dirt road leading to FedEx at the Airport is in bad condition. The Commission advised the dirt portion of Luck Road is not a platted street and the airport tenants declined to partner with the City on the cost of paving this road.

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 Housing Authority, February 10, 2015.

b. Approval of Airport Leases:

1.	# 7.02	Richard A. Wester (J & J Services)	$1,366.79	1 year
2.	# 15.01	Gilmore Roustabout	$1,835.04	1 year
3.	# 19.00	Oil Field Mall	$1,867.14	1 year
4.	# 56.01	J & N Restoration	$ 320.76	1 year
5.	# 56.03	J & N Restoration	$ 322.43	1 year
6.	# 72.04	Gilmore Roustabout	$1,623.60	1 year
7.	#100.00	Gilmore Roustabout	$ 552.71	1 year
8.	#165.01	Gilmore Roustabout	$ 779.33	1 year
9.	#185.02	Seward County	$1,091.38	1 year
10.	#191.00	Hi-Plains Pest Control	$ 793.75	1 year

c. Approval of Cereal Malt Beverage License:

1. Express Stop 3 343 East Pancake Boulevard

- 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. City Insurance Program Renewal.

- Al Shank, representing Al Shank Insurance and EMC appeared before the Commission and reviewed the insurance renewal program in the packed. He explained the premium summary which is pretty stable at a 2.5% increase which was mostly due to the increased cost of worker's compensation and six new automobiles added to the policy.

Commissioner Harrison moved to approve the City's Insurance Program renewal with Al Shank Insurance, for the period of April 1, 2015 through April 1, 2016, for annualized premium of $566,41, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

8. Final Reading of Plat of G & G Homes Addition.

- Finance Director Ford advised the is the final reading of a Plat of the G & G Homes Addition which is a correction to a previous plat in the area of Tucker Road and the Bypass. He reminded the Commission that a replat was never done after the creation of Tucker Road and the Bypass and the Planning Commission has recommended approval of the Plat.

Commissioner Willimon moved to approve the Plat of G & G Home Addition, as presented, with Commissioner Warren seconding the motion. The motion carried unanimously.

9. Resolution No. 2212 - Determining the Advisability of Issuing Taxable Industrial Revenue Bonds (CNG Energy Liberal, LLC Project).

Mayor Denoyer requested Commission consideration of Resolution No. 2212, entitled, "A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF LIBERAL, KANSAS DETERMINING THE ADVISABILITY OF ISSUING TAXABLE INDUSTRIAL REVENUE BONDS FOR THE PURPOSE OF FINANCING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF A COMMERCIAL FACILITY TO BE LOCATED IN SAID CITY; AND AUTHORIZING EXECUTION OF RELATED DOCUMENTS".

- Economic Development Director Parsons introduced developers Tom Willis and Rock Ormiston of CNG Energy Liberal, LLC, and noted they requested the opportunity to obtain taxable industrial revenue bonds in an amount not to exceed $1,940,000 to construct a compressed natural gas fueling facility project at the northeast corner of Tucker Road and Highway 83. He noted the City would have no financial obligation on this project and own the property until the bonds are paid off.
- Rick Ormiston and Tom Willis reported they have been working on this project in the last several years and felt it was a good deal for the community. They advised Mark Hall and Jeff Parsons, have been very helpful through the process.
- The Commission expressed appreciation for the investment in the community.

Commissioner Harrison moved to adopt Resolution No. 2212 determining the advisability of issuing taxable industrial revenue bonds in the amount of $1,940,000, , as presented, with Vice Mayor Aragon seconding the motion. The motion carried unanimously.

10. Sanitation Department:

a. 3 yard Containers.

- Solid Waste Director Holman requested permission to purchase 72 three-yard containers to meet the needs of the community. He advised the cost, including freight, was $35,016 which will come from the refuse reserves fund.

Commissioner Harrison moved to approve the purchase 72 three-yard containers from Downing Sales, Phillipsburg, Missouri, in the amount of $35,016 from the refuse reserve fund, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.

b. Roll Off Inventory.

- Solid Waste Director Holman reported the current inventory of roll off containers doesn't meet the communities demand. He requested permission to purchase four additional roll off containers at a cost of $4,749 each or a total of $20,088 including freight, to be funded through the refuse reserve fund.

Commissioner Harrison moved to approve the purchase of 4 roll off containers from Downing Sales, Phillipsburg, MO in the amount of $20,088 from the refuse reserve fund, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

- Mr. Holman reported if everything goes well, he was hopeful that the Recycle Project would be operational by the middle of May.

11. Police Department:

a. Taser Purchase.

- LPD Captain Antrim requested permission to purchase four Tasers X2 and noted this is a budgeted item. He referred to the quotes included in the packet of $1,181.80 each or a total of $4,903.20 from Ed Roehr Safety Products.

Commissioner Harrison moved to approve the purchase of four (4) Tasers X2 from Ed Roehr Safety Products in the amount of $4,903.20, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

b. Handheld Radio Purchase.

- LPD Captain Antrim noted this is also a 2015 budgeted item and requested permission to purchase five Motorola handheld radio's from Snyder Radio in Garden City for $4,245.25.

Commissioner Willimon moved to approve the purchase of five (5) Motorola HT1250 handheld radios from Snyder Radio in the amount of $4,245.26, as presented. Commissioner Harrison seconded the motion, which carried unanimously.

12. Soccer Goals/Nets/Air Hockey Table - Recreation Department.

- Recreation Director Weber requested permission to accept grant funds authorize the purchase of three soccer goals and six soccer nets for North Blue Bonnet Park and also a Great American 8' Lazer Air Hockey Table to replace the broken table for the Recreation Department. He noted grant funds had been received for this equipment purchase totaling $7,134.91.

Commissioner Harrison moved to accept the donations and approved the purchase of three soccer goals, six soccer nets and the air hockey table in amount of $7,134.91, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

13. Paint the Town Program.

- Housing & Community Development Director LaFreniere noted this project started in 2008 and was always limited to moderate income. She recommended doing away with the income restriction and implementation of the new eligibility guidelines included in the packet. She indicated a $350 paint voucher is offered through Sherwin Williams and there are 85 homes budgeted.

Commissioner Willimon moved to approve the new Paint the Town Program guidelines, as presented. Commissioner Harrison seconded the motion, which carried unanimously.

14. Letter of Map Revision (L.O.M.R.).

- Public Works Director Sealey reported as a result of the completion of the Fifteenth Street project and other improvement north of Fifteenth Street and west of Western Avenue, City staff is prepared to move forward with the Letter of Map Revision (L.O.M.R.) that would be sent to FEMA to remove 43 parcels from the flood plain zone. He noted there is no guarantee but they hope to be successful.
- Mr. Sealey requested approval of the $10,000 application fee plus up to $5,000 for engineering services, to be funded from the sales tax program.

Commissioner Harrison moved to approve the expenditure of an amount to exceed $15,000 for the Letter of Map Revision (L.O.M.R.) to be submitted to FEMA, to be funded from the streets, drainage and capital improvement portion of the one cent sales tax program, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

- Mr. Sealey reported the subgrade at the Clay & Highway 54 intersection is saturated and the Street Department is putting down millings every week until the State project is done. He indicated that it would probably take 4' of material before they reach dry soil.

15. City Hall HVAC Units.

- Finance Director Ford reported the air conditioning component of the largest City Hall unit has failed and is inoperable. He explained this unit provides heating and cooling for utility billing, building department and the northeast lobby. He referred to quotes received from two of three quotes that were requested of licensed local contractors and explained the decision was made to replace the existing system with three self-contained HVAC rooftop units and also to convert the existing basement HVAC unit from the proprietary controlled system to a traditional system.

- Finance Director Ford recommended approval of the City Hall HVAC Unit replacement and servicing from Luck Refrigeration in the total amount of $43,000 from the City's Equipment Reserve Fund.

Commissioner Harrison moved to approval the City Hall HVAC unit replacement and servicing from Luck Refrigeration for $43,000 to be funded from the City's Equipment Reserve Fund, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

16. Housing Authority Board Appointment.

- City Clerk Giskie advised the Liberal Housing Authority has a vacancy at the end of this month, created by the term expiration of Rae Blain. She noted the Board is recommending the appointment of Denasa Rice to a 3-year term expiring March 31, 2018. Discussion was held on the fact that at the previous meeting an item was removed from the agenda when it was determined that the individual being recommended had not been off the Board for a 2-year period, as required in the board appointment policy.

Commissioner Willimon moved to appoint Denasa Rice to the Liberal Housing Authority for a 3-year term expiring March 31, 2018, as recommended. The motion was seconded by Commissioner Warren and carried unanimously.

17. Petition for Public Improvements - Love's Travel Stop - Eighth Street.

- Economic Development Director Parsons advised Love's Travel Stop has petitioned the City asking for permission to partially complete construction of Eighth Street in east Liberal. He explained this is a platted street abutting Brown's Furniture and they are working with KDOT to get access onto Highway 54. Mr. Parsons advised the cost of the street will be borne 100% by Love's as there are no adjacent property owners.
- The Commission welcomed Love's Travel Stop to Liberal.
- Harrison – welcome to Liberal

Commissioner Harrison moved to approve the petition from Love's Travel Stop to partially complete construction of Eighth Street, as presented. Vice Mayor Aragon seconded the motion, which carried unanimously.

- Economic Development Director Parsons advised an informational meeting/forum about "What's Happening in Liberal", will be held on Thursday night at 5:30 p.m. in the County Commission Chambers, sponsored by the Joint Economic Development Council. He noted this will be a gathering of interested persons to hear from companies that have projects currently under construction or in the near future to learn about the impact these projects will have on our community.

18. CITY MANAGER'S REPORT.

Finance Director Ford reported the weather is warming up and things are greening up. He noted the sewer evaluation period has officially ended and residents can water their lawns without affecting their rates and also advised there will be a coupon on their water bill soon giving customers a 60 day period to go the landfill free.

- Mr. Ford advised the grass at the ball fields is greening up and progressing well and he also noted the pool is scheduled to be open on schedule.

- He reminded the Commission of the Council of Governments meeting this Thursday at 7:00 a.m. at SCCC.

19. ITEMS FROM COMMISSIONERS.

Commissioner Warren requested City staff consideration/liability of allowing the baseball association and families of Cap Ripken players to work on the fields. He noted this would not be skilled labor and wondered if a work day could be worked out.

Commissioner Willimon advised everything is looking great and explained she wanted to follow-up on discussion at the last meeting regarding the golf course. She noted the golf course is used heavily with over 20,000 hits last year and she is a strong advocate for the facility.

Commissioner Harrison advised one of the goals that was set out seven years when he became a commissioner what to do vision planning. The main part was to start to build a City by taking care of the parks, pool, ball fields and golf course. He noted we are seeing the benefits now where the crime rate is down and things are happening such as Love's Travel Stop, a hotel/conference center, Wal-Mart family market and working together on issues like the school bond issue.

Vice Mayor Aragon expressed appreciation to City staff and to his fellow commissioners as well as previous commission's that made the things happen that we are currently seeing the benefits of.

Mayor Denoyer advised we have a lot of things happenings, such as the CNG operation, Wal-Mart neighborhood market, ball fields available 7 days a week, Love's Travel Stop with a Taco John's, new housing construction underway and expansion of existing businesses.

- Mayor Denoyer advised advanced voting has already started and the general election will be held on April 7. He encouraged everyone to get out and vote.

20. VOUCHERS.

$923,727.61, dated March 24, 2015. *Commissioner Warren moved to approve the vouchers, as presented, with Vice Mayor Aragon seconding the motion. The motion passed unanimously.*

The meeting was adjourned by motion of Commissioner Harrison.

Joe Denoyer, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk