

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

February 28, 2012

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 28, 2012.

Commissioners Present: Mayor Tim Long, Vice Mayor Joe Denoyer, Larry Koochel and Janet Willimon.

City Staff Present: City Manager Mark Hall, Public Works Director Joe Sealey, Finance Director Chris Ford, City Clerk Debbie Giskie, Human Resources Director Sheena Schmutz, Police Chief Al Sill and City Attorney Shirla McQueen.

Mayor Long 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. *None were presented.*

a. Swearing in of new Commissioner Dave Harrison. City Clerk Giskie swore in Dave Harrison as City Commissioner to fill the vacant position created by the January 6, 2012 death of Bob Carlile. Commissioner Harrison took his seat on the Commission and will serve until the April 9, 2013 meeting.

- Commissioner Koochel noted he was ready to move forward and shook Commissioner Harrison's hand.

b. Mayor Long presented Carol Rittscher, representing the Memorial Library, with a proclamation designating March as National Nutrition month. Ms. Rittscher invited everyone to attend the Healthy Fun Fair on Saturday, March 3 from 10:00 a.m. to 2:00 p.m. at the Ag Building.

2. Approval of Agenda.

- Mayor Long requested approval of the agenda, as presented.

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

3. Approval of Minutes.

Vice Mayor Denoyer moved to approve the minutes of the February 14, 2012 regular meeting and the February 23, 2012 special meeting, as presented. The motion was seconded by Commissioner Willimon and carried by a vote of 4 to 0, with Commissioner Harrison abstaining.

4. Items from Citizens.

Mayor Long 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 Long 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. Parks & Recreation Advisory Board, December 16, 2011.

b. Airport Lease Renewals

1. # 14.01 Kenny Johnson \$ 880.00 1 year
2. #102.00 SIMCO, LC \$ 784.08 1 year

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

7. First reading of Ordinance No. 4403 – Authorize Lease Purchase Financing – Water Meter Project.

Mayor Long requested Commission consideration of the first reading of Ordinance No. 4403, entitled, " AN ORDINANCE AUTHORIZING THE CITY OF LIBERAL, KANSAS, TO ENTER INTO A LEASE PURCHASE TRANSACTION, THE PROCEEDS OF WHICH WILL BE USED TO PAY THE COSTS OF ACQUIRING AND INSTALLING IMPROVEMENTS FOR THE CITY'S WATER SYSTEM; AND TO APPROVE THE EXECUTION OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH".

- Finance Director Ford noted at the last meeting the Commission approved the water meter project and authorized Ranson Financial Consultants, LLC to negotiate the lease purchase agreement. He explained tonight will be the first reading of an ordinance authorizing the City to enter into a Lease Purchase Agreement for improvements to the City's water system.
- Mr. Ford recommended the ordinance be advanced to a final reading at the next meeting. *Commissioner Koochel moved to advance Ordinance No. 4403 to a second reading, as presented, with Vice Mayor Denoyer seconding the motion. The motion carried unanimously.*

8. LPD Organizational Structure.

- Police Chief Sill outlined the restructuring of the police department and introduced recent staff members who have been promoted.

9. City of Liberal Employee Survey Presentation.

- Human Resources Director Schmutz reviewed the findings of the 2011 employee survey.
- Commissioner Koochel advised the results speak highly of good leadership. Mr. Hall expressed appreciation to the department heads and noted it is a group process.

10. CITY MANAGER'S REPORT.

- City Manager Hall requested Commission consideration of reducing the sewer evaluation process as a result of the dry season. He recommended the sewer evaluation period be ended on February 29, 2012.

Vice Mayor Denoyer moved to end the sewer evaluation on February 29, 2012, as presented. The motion was seconded by Commissioner Willimon and carried unanimously.

- City Manager Hall advised the date of the last meeting in March would conflict with the date City Commission and staff members will be returning from Washington, DC. He asked for approval to move the date of the last meeting in March to Wednesday, March 28.

Motion was made by Vice Mayor Denoyer to reschedule the March 27, 2012 meeting to Wednesday, March 28, 2012, as presented. The motion was seconded by Commissioner Willimon and carried unanimously.

- City Manager Hall commended City staff for their efforts this evening and thanked Commissioner Koochel for making the presentation on the Kansas Sampler Festival at the recent Council of Governments meeting.
- Mr. Hall explained editing of the video was underway in order to put the State of the City Address on Channel 15 and the City's website.
- Mr. Sealey advised the Air Museum sign would be installed later this year after KDOT approves the plans.

11. ITEMS FROM COMMISSIONERS.

Commissioner Koochel noted the Pancake Day activities were well attended. He also updated the Commission on progress being made on the Kansas Sampler Festival.

Commissioner Harrison thanked the Commission for their support and looked forward to working with them.

Commissioner Willimon welcomed Commissioner Harrison and thanked City Manager Hall for facilitating the selection process.

Vice Mayor Denoyer thanked everyone who participated in the Pancake Day festivities. He thanked the eleven candidates for their interest in the vacant position on the Commission and welcomed Commissioner Harrison. He also thanked Commissioner Koochel for serving on the Kansas Sampler Festival committee.

Mayor Long also thanked Commissioner Koochel and others serving on the Kansas Sampler Festival committee. He welcomed Commissioner Harrison.

- Mayor Long also commended City staff and the departments for their efforts.

12. VOUCHERS.

\$748,014.77, dated February 28, 2012. Commissioner Koochel moved to approve the vouchers, as presented, with Commissioner Willimon seconding the motion. The motion passed unanimously.

The meeting was adjourned by motion of Vice Mayor Denoyer, seconded by Commissioner Koochel.

Tim Long, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk