

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

March 28, 2017

The regular meeting of the Liberal City Commission was held at 5:30 p.m. in the Commission Chambers located at 325 North Washington on Tuesday, March 28, 2017.

Commissioners Present: Mayor Joe Denoyer, Vice Mayor Tony Martinez, Jack Carlile, Dave Harrison and Dean Aragon.

City Staff Present: City Manager Mark Hall, Finance Director Chris Ford, City Clerk Alicia Hidalgo, Public Grounds Director Brad Beer, Transportation Services Director Daniel Zuniga, Human Resources Director Sheena Schmutz, Housing Director Karen LaFreniere, Economic Development Director Jeff Parsons, Planning & Zoning Director Kevin Kirk, Willow Tree Golf Course Director Darrell Kennedy, Chief of Police Al Sill, and City Attorney Shirla McQueen.

Mayor Denoyer called the meeting to order, and City Clerk Hidalgo read the roll call and declared a quorum present. The Pledge of Allegiance was recited, and the invocation was given by Kevin Alexander with New Beginnings Church.

1. Awards/Proclamations/Presentations. Patsy Guinn Retirement Plaque. Joe presented Patsy with her retirement plaque.

Mayor Denoyer presented Housing Director Karen LaFreniere the Fair Housing Month Proclamation.

2. Approval of Agenda.

Mayor Denoyer requested approval of the agenda.

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

3. Approval of Minutes.

Commissioner Carlile moved to approve the minutes of the March 14, 2017 regular meeting, as presented. The motion was seconded by Vice Mayor Martinez 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.

HR Director Schmutz updated the Commission on the Air Museum Director search.

City Manager Hall updated the Commission on the cable issue with Zito Media. A certified letter was sent to Zito Media and Staff would like to discuss improving services. Staff will also look into other options but would like Zito to improve services before moving to other options.

Tony Whisenant, Liberal, KS. Mr. Whisenant was at the 6 Point meeting at Mahuron Park and has some suggestions for the area. He passed out a handout with the suggestions to the Commission.

Gary Cherry, Liberal, KS. Mr. Cherry is here about the Pitt Bull ban ordinance. He is asking for the ban be revised and tighten up. He has 600 signatures on a petition and thinks this is a matter where the facts should be heard.

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.

Terry Gilbert with National Beef and Mary Shannon, with Kansas Big Brothers Big Sisters want to update the Commission on the BBBS program. Mary Shannon explained the Big Brothers Big Sisters program and announced they are looking to meet with local leaders to put a plan together to make BBBS a sustainable program and also help the program grow. She also thanked the City for past support.

6. Consent Agenda:

a. Acknowledge Receipt of Board Minutes:

1. Liberal Metropolitan Area Board of Zoning Appeals, March 9, 2017.
2. Liberal Metropolitan Area Planning Commission, March 9, 2017.
3. Liberal Convention & Tourism Board, March 16, 2017.

b. Approval of Airport Leases:

- | | | | |
|------------|-----------------------|-------------|----------|
| 1. # 7.02 | Richard A. Wester | \$ 1,366.79 | 1 year |
| 2. # 56.01 | J & N Restoration | \$ 320.76 | 1 year |
| 3. # 56.03 | J & N Restoration | \$ 322.43 | 1 year |
| 4. #185.02 | Seward County Sheriff | \$ 1,091.38 | 1 year |
| 5. #138.03 | U.S. Government (TSA) | \$11,030.16 | 10 years |

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 Aragon seconding the motion. The motion carried unanimously.

7. Comprehensive Insurance Program Renewal - Al Shank Insurance.

- Al Shank, Al Shank Insurance reviewed this year's renewal for the insurance policy.

Commissioner Carlile moved to renew the insurance coverage with Al Shank Insurance in the amount of \$563,627, as presented, with Vice Mayor Martinez seconding the motion. The motion carried unanimously.

8. Ordinance No. 4480 - Amending the Official Zoning District Map.

Mayor Denoyer requested Commission consideration of Ordinance No. 4480, entitled, "AN ORDINANCE AMENDING THE "OFFICIAL ZONING DISTRICT MAP" OF THE CITY OF LIBERAL, KANSAS BY REZONING LOT ONE (1), BLOCK TWO (2) REPLAT OF BLOCKS 10 & 11, DOLL ADDITION "HOLIDAY ESTATES" TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS, FROM "C-2" GENERAL COMMERCIAL DISTRICT, TO "R-3" MULTI-FAMILY DWELLING DISTRICT."

- Zoning Director Kevin Kirk noted the land will rezone lots from "C-2" to "R-3" Multiple Family Dwelling. The Planning Board recommends approval of the Ordinance.

Commissioner Harrison moved to adopt Ordinance No. 4480, as presented, with Commissioner Carlile seconding the motion. The motion carried unanimously.

9. Resolution No. 2257 - Updating the City Limits and Boundaries.

Mayor Denoyer requested Commission consideration of Resolution No. 1918, entitled, "A RESOLUTION DEFINING THE CITY LIMITS AND BOUNDARIES OF THE CITY OF LIBERAL, KANSAS, AND REPEALING RESOLUTION NO. 1918."

- Planning and Zoning Director Kevin Kirk stated Staff recommends approval of Resolution No. 2257 and repealing Resolution No. 1918 to update the City Limits and Boundaries of the City of Liberal.

Commissioner Harrison moved to adopt Resolution No. 2257, as presented, with Vice Mayor Martinez seconding the motion. The motion carried unanimously.

10. Public Grounds:

a. Mary Frame Park Improvements.

- Public Grounds Services Director Brad Beer stated the Heating & AC units at Mary Frame Park need to be replaced. The current system is over 30 years old and the timing is good since they are remodeling

the building. This item goes along with the improvements to the park. The playground is done and now working on the building.

- Staff recommends accepting the bid from Luck Refrigeration in the amount of \$5,850 to replace the heating and air conditioning units at Mary Frame Park Community Building.

Commissioner Harrison moved to go with Staff's recommendation and accept the bid from Luck Refrigeration in the amount of \$5,850 to replace the heating and air conditioning units at Mary Frame Park Community Building, as presented, with Vice Mayor Martinez seconding the motion. The motion carried unanimously.

b. Parks Spray Equipment.

- Public Grounds Services Director Brad Beer stated Staff is requesting permission to purchase a Mini 60 400 Broyhill Spray Rig for spraying parks, sports turf and other facilities as needed with funding to come from the Equipment Reserve Fund.

Commissioner Carlile moved to purchase the Mini 60 400 Broyhill Spray Rig in the amount of \$3,412 plus freight for a total of \$3,689.95, as presented, with Commissioner Aragon seconding the motion. The motion carried unanimously.

c. Sports Turf and Parks Equipment.

- Public Grounds Services Director Brad Beer stated Staff is requesting permission to purchase two mowers for the Parks and a gator for the Sports Turf Facilities. All equipment is budgeted.

Commissioner Harrison moved to purchase two mowers and a gator from Keating Tractor in the amount of \$33,549.00 with \$7,650 coming from the Recreation Facility portion of the budget and the remaining \$25,988 coming from the Parks budget, as presented, with Commissioner Carlile seconding the motion. The motion carried unanimously.

11. Willow Tree Golf Course Equipment.

- Willow Tree Golf Course Director Darrell Kennedy stated Staff is requesting to purchase a greens mower and a turf truckster and the items are budgeted. Staff recommends going with the equipment package from Kansas Golf & Turf in the amount of \$56,886.00.

Commissioner Carlile moved to purchase the equipment package from Kansas Golf & Turf in the amount of \$56,886.00, as presented, with Vice Mayor Martinez seconding the motion. The motion carried unanimously.

12. CITY MANAGER'S REPORT.

- City Manager Hall reported Staff is busy working on different projects. A few of the projects are the Kansas Avenue project - Staff is working to finish the island by putting rock in and prepare for the mill and overlay which will be done this summer. The Kansas Ave. and Tucker Road intersection project will close the intersection during the work. The public will take detours in the area.
- Commissioner Harrison questioned when the cameras would be up in the Kansas Ave. and Tucker Road Intersection. Staff noted they are working on that.
- Signs will go up on Kansas Avenue where the islands are to stop the confusion.
- City Manager Hall thanked the County for their help during the ice storm and at the youth baseball fields as they helped clear the trees in that area.
- Staff will get back to working on the soccer fields now that the storm cleanup is complete.
- Mr. Hall thanked all City Departments as they are preparing for spring season. Spring sports are starting and big thanks to staff for getting the facilities ready.

13. ITEMS FROM COMMISSIONERS.

Vice Mayor Martinez thanked everyone for all their work as Liberal looks good.

Commissioner Aragon thanked Staff for all they do and all their hard work.

Commissioner Carlile thanked City Staff and appreciates all they do. He thanked Patsy for 28 years of service with the City.

Commissioner Harrison thanked the County Fire Department for helping with the fires out in the county. He wasn't sure if City fire was there, but they are here to take care of the city. Thanks to all Fire, Law Enforcement and EMS. He heard nothing but good things of the robotics program and tournament and thanked everyone for the effort and hard work to make it happen. He thanked City Staff for all they do and as the work always gets done. He appreciates all their hard work. He stated the parking lot looks great with the improvements.

Mayor Denoyer stated the robotics tournament was successful. Peggy and Ramie worked hard to put it together. There were 14 teams and 69 volunteers along with City Staff. Thanks to City Manager Hall and Finance Director Ford for helping with the flight simulators. It is a great program. The winning team was from Turpin. He is thankful for the rain and is thankful for Staff.

- Public Grounds Services Director Brad Beer reminded the public trees are available for purchase. Black Hills bought 20 trees to plant in the park.

14. VOUCHERS.

\$1,011,162.40, dated March 23, 2017. *Commissioner Aragon moved to approve the vouchers, as presented, with Commissioner Carlile seconding the motion. The motion passed unanimously.*

15. EXECUTIVE SESSION - A ten (10) minute Executive Session per K.S.A. 75-4319 (b)(1) – Personnel matters of nonelected personnel.

Commissioner Harrison moved to adjourn into a ten (10) 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 Martinez and carried unanimously.

- The Commission requested attendance of the City Attorney, the HR Director and the City Manager to the Executive Session. The Executive Session will start at 6:30 p.m. until 6:40 p.m.
- 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.

Joe Denoyer, Mayor

ATTEST:

Alicia Hidalgo, City Clerk