

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

April 24, 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, April 24, 2012.

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

City Staff Present: City Manager Mark Hall, Finance Director Chris Ford, City Clerk Debbie Giskie, Human Resources Director Sheena Schmutz, Zoning Administrator Kory Krause, Economic Development Director Jeff Parsons, Housing & Community Development Director Karen LaFreniere, 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 Pastor Jack Jacob of the First Southern Baptist Church.

1. Awards/Proclamations/Presentations. *No items were presented.*

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 April 10, 2012 regular meeting, as presented. The motion was seconded by Commissioner Harrison and carried unanimously.

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, March 16, 2012.
2. Liberal Metropolitan Area Planning Commission, April 12, 2012.

b. Approval of Airport Leases:

- | | | | | |
|----|---------|----------------------|------------|---------|
| 1. | # 40.00 | AirMD (LifeTeam) | \$2,811.20 | 2 years |
| 2. | # 59.01 | Cimarron Investments | \$1,316.70 | 1 year |
| 3. | # 72.06 | Cimarron Investments | \$ 844.80 | 1 year |
| 4. | # 73.04 | Cimarron Investments | \$1,411.64 | 1 year |
| 5. | #176.00 | Cimarron Investments | \$1,051.38 | 1 year |
| 6. | #138.01 | Great Lakes Aviation | \$6,419.83 | 1 year |

7. #131.02	Larry Johnson	\$ 856.80	1 year
8. #190.02	Larry Johnson	\$ 317.50	1 year
9. # 97.02	Sargent & Lillard Casing	\$1,124.96	1 year
10. #146.00	YRC (Yellow Freight)	\$7,580.52	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. 4004 – Vacating Property.

Mayor Long requested Commission consideration of the first reading of Ordinance No. 4004, entitled, “AN ORDINANCE VACATING THE FORTY-FIVE FOOT (45’) PARCEL SEPARATING LOTS 16, 17, 24, 25 AND 32 FROM LOTS 15, 18, 23, 26 AND 31 OF THE MID AMERICA FIRST ADDITION TO THE CITY OF LIBERAL, SEWARD COUNTY, KANSAS”.

Zoning Administrator Krause advised this is the first reading of an ordinance vacating a parcel of land separating 10 lots. He noted the parcel has not been used as an alley or utility easement and the Planning Commission is recommending approval.

Commissioner Koochel moved to advance Ordinance No. 4004 to a second reading, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.

8. SAFE At Home Program.

Housing and Community Development Director LaFreniere noted this is the fourth year of the SAFE at Home Program. She reviewed the three quotes from local vendors for smoke detectors and carbon monoxide detectors.

- Ms. LaFreniere recommended the purchase of 200 smoke detectors with 10-year lithium batteries and 200 carbon monoxide detectors that plug in and also have battery backup from Westlake Hardware for a total amount of \$6,200.

Commissioner Koochel moved to approve the purchase of 200 smoke detectors and 200 carbon monoxide detectors from Westlake Hardware for the SAFE at Home Program, as recommended. Vice Mayor Denoyer seconded the motion, which carried unanimously.

9. Airport Land Sale – Allan & Charlene Classen.

Airport Manager Giskie reported Allan Classen has requested to purchase a 1/3 acre tract of land on General Welch Boulevard between 3rd and 4th Street to be used as a maintenance facility. She noted the FAA has forwarded the agreement for Commission consideration and that the property appraised for \$5,000 or 31¢ per square foot. She recommended the land sale and noted the proceeds would be placed in the interest-bearing Airport Land Sale Fund.

Vice Mayor Denoyer moved to approve the Airport Land Sale to Allan & Charlene Classen and to authorize the Mayor to execute the necessary documents to complete the transaction, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

10. Establishment of a Fixed-Route Bus System in Liberal.

Economic Development Director Parsons reported City staff submitted a grant application earlier this year on two different types of bus service. He noted the first is a fixed-route, low-cost transportation to all citizens of Liberal so they can access all parts of Liberal, which will repeat over and over each day. He also noted the second is a demand-response service mandated by the federal government, which requires a person who lives within ¾ of a mile from a fixed-route bus

stop and has a visual or cognitive disability to have access. The demand-response van will take them to the nearest bus stop and then return them to their home with advance notice.

- Mr. Parsons outlined the \$409,315 grant with a \$142,008 match for capital and operating expenses. He noted the program runs from July 1, 2012 to June 30, 2013 and is an annually renewable grant. Mr. Parsons reported the grant includes three (3) 20-passenger buses that are wheelchair accessible and a wheelchair accessible mini-van. He noted the proposed hours of operation are 6:00 a.m. to 6:00 p.m. Monday through Friday, running the same two routes 12 times. Mr. Parsons reviewed the proposed staffing and fee structure as well as the preliminary routes. He noted KDOT has been very helpful and City staff is working with employers to assist in getting employees to their place of business. He noted the program will start once the busses are received later this year.

Commissioner Koochel moved to accept the grant funds and establish a Fixed Bus Route System in the City of Liberal, as presented. Vice Mayor Denoyer seconded the motion, which carried unanimously.

- City Manager Hall commended Mr. Parsons on his accomplishment and a job well done.

11. Housing Authority Board Appointment.

City Manager Hall referred to the recommendation from the Liberal Housing Authority to reappoint Marybettie Tabor to a 4-year term.

Commissioner Harrison moved to reappoint Marybettie Tabor to the Liberal Housing Authority Board to a 4-year term expiring March 31, 2016, as recommended. Commissioner Koochel seconded the motion, which carried unanimously.

12. 15th Street Extension.

City Manager Hall noted he would fill in for Joe Sealey this evening. He advised this project has been a priority for the Commission as it hasn't received any improvements in the last 50 years. He noted the project would begin at 15th and Western and go to the entrance right before the cemetery. He explained the project would consist of concrete removal, insertion and covering of a pipe in the ditch, widening the road, curbing and guttering, a drainage system and sidewalks.

- Commissioner Harrison questioned if the road would go to the alley next to the Cemetery or to the Cemetery entrance. Mr. Hall stated the intent is to go to the Cemetery entrance and that consideration is being given to a temporary road for access to the area during construction. He noted this may include constructing the road in phases as well as entertaining the concept of irrigation, grass seeding and street lighting. Commissioner Harrison pointed out this was an original project presented by "Focus on the Future 2001".
- Commissioner Willimon questioned when the project would begin. Mr. Hall explained it may be dovetailed with the runway project by getting a bid for both asphalt and concrete. He noted the runway project would be bid on April 26.

Vice Mayor Denoyer moved to approve the 15th Street Extension project, as presented, with Commissioner Koochel seconding the motion. The motion carried unanimously.

13. 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 referenced an invitation to the SCCC commencement.

- Mr. Hall reported the Kansas Sampler Festival is quickly approaching and preparations are underway for the event. He commended all the City departments for their efforts.

- Mr. Hall also noted the tennis courts improvement project will be getting started as there was a pre-construction meeting yesterday.

15. ITEMS FROM COMMISSIONERS.

Commissioner Willimon commended Mr. Parsons for his efforts in pursuing the bus system grant, which is a sign of progress.

Commissioner Koochel advised there are a lot of things going on and everyone is doing a good job preparing for the upcoming Kansas Sampler Festival. He advised there had been good attendance at the Air Museum's Doolittle Raid exhibit and that more exciting things are planned at the Air Museum.

Vice Mayor Denoyer commended Mr. Parsons on his efforts to get the bus route in Liberal. He also commended City staff and the departments for everything they do. He also thanked the many citizens and staff members who are volunteering their time to participate in the Kansas Sampler Festival. Vice Mayor Denoyer noted there are many activities planned in the community during the next month and it takes wonderful citizens to make things happen.

Mayor Long said he was excited about the upcoming Kansas Sampler Festival and what it is doing for the community. He expressed appreciation to City staff and departments for their hard work.

- Mayor Long commended Mr. Parsons on the accomplishment of getting the bus route grant and for the many projects being worked on by the JEDC members.

The Commissioner recognized Taylor Apsley for attending the meeting as part of a LHS government assignment.

Commissioner Harrison had no items to present.

16. VOUCHERS.

\$1, 190,711.09, dated April 24, 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 and seconded by Commissioner Koochel.

Tim Long, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk