

THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION

July 10, 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, July 10, 2012.

Commissioners Present: Mayor Tim Long, Vice Mayor Joe Denoyer, Dave Harrison, 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, Housing & Community Development Director Karen LaFreniere, Economic Development Director Jeff Parsons, Police Chief Al Sill, LPD Captain Jon Antrim, LPD Sergeant Jared Ratzlaff and City Attorney Shirla McQueen.

Mayor Long 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 Long read a proclamation encouraging KDOT to consider moving the U.S. Highway 54 project to the earliest possible construction day.*

2. Approval of Agenda.

Mayor Long requested approval of the agenda, as amended.

Vice Mayor Denoyer moved to approve the agenda, as amended, to include a fifteen minute executive session. Commissioner Koochel seconded the motion, which carried unanimously.

3. Approval of Minutes.

Vice Mayor Denoyer moved to approve the minutes of the June 26, 2012 regular meeting, as presented. The motion was seconded by Commissioner Willimon 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.

- Rita Isaacs, Liberal, appeared before the Commission and voiced concern about the increasing bindweed problem throughout the community. She also requested consideration be given to constructing a sidewalk in Harrison Circle Park.
- Jack Taylor, representing SPIRIT, invited the Commission to the SPIRIT conference to be held in Liberal on September 6 and 7, 2012 and hoped some of the participants would stay another day for the Air Show on September 8.

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.

- LPD Sergeant Ratzlaff introduced McGruff the Crime Dog to the Commission and public. He thanked the Commission for their support and reported on upcoming events that McGruff would be attending.

6. Consent Agenda.

a. Acknowledge Receipt of Minutes:

1. JEDC, June 11, 2012.

b. Approval of Airport Leases:

- | | | | | |
|----|---------|-------------------|------------|--------|
| 1. | # 21.02 | New Iron & Metal | \$2,385.11 | 1 year |
| 2. | # 27.02 | Don Small | \$ 510.51 | 1 year |
| 3. | # 60.01 | Kenny McElvain | \$1,344.00 | 1 year |
| 4. | #124.00 | Crown Consulting | \$1,783.20 | 1 year |
| 5. | #175.02 | Brungardt Pumping | \$1,875.85 | 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. Diversity Council Board Appointment.

- Housing & Community Development Director LaFreniere reported the City has received an additional application for the Diversity Council and recommended appointment of Gwendolyn Moore to the Board.

Vice Mayor Denoyer moved to appoint Gwendolyn Moore to the Diversity Council, as recommended. Commissioner Willimon seconded the motion, which carried unanimously.

8. Economic Development Marketing.

- Economic Development Director Parsons referred to the proposal from New Boston Creative Group and explained they would assist the City in improving the tools necessary to market Liberal to the business community. Mr. Parsons advised New Boston proposes two phases; Phase 1 includes research, planning and establishment of a blog at a cost of \$2,640; and Phase 2 includes a number of tools for use in a marketing campaign for \$12,500 billed in monthly increments during the next 18 months.
- Discussion was held on the need to keep on top of major trends and technology. *Commissioner Koochel moved to approve the contract with New Boston Creative Group for Phase I in the amount of \$2,640 and Phase II in the amount of \$12,500 for the Economic Development marketing tools, as presented. Commissioner Harrison seconded the motion, which carried unanimously.*

9. Willow Tree Golf Course – Ice Machine.

- City Manager Hall reported the ice machine at the golf course needs to be replaced and referred to the quote from Luck Refrigerator. He explained the Men's Night Association has donated \$1,000 toward the purchase, leaving a final City cost of \$2,700.

Vice Mayor Denoyer moved to approve the purchase of new ice machine from Luck Refrigeration and to accept the Men's Night Association's \$1,000 donation, for a final City cost of \$2,700, as presented. Commissioner Willimon seconded the motion, which carried unanimously.

10. Donations and Grants Made to the Police Department.

- LPD Captain Antrim referred to the memorandum in the packet outlining the grants received; including \$2,000 for a youth DUI & underage drinking program from Rocking M Radio, \$2,291.73 from the Liberal Area Family Coalition for the same program and \$1,470.31 from

the PEO Chapter FA for a bullet/stab resistant vest for K-9 Rex. Pam McElvain, president of the PEO Chapter, acknowledged those who had donated to the program.

- LPD Captain Antrim announced the City of Liberal had received a 3-year grant in the amount of \$118,495, with a local match of \$39,498, to hire one officer under the COPS Hiring Program (CHP) from the U.S. Department of Commerce. He reported the Liberal Police Department has partnered with U.S.D. 480 to use this money to fill a SRO position assigned to the school district.
- Vice Mayor Denoyer thanked all the organizations and individuals who have donated to these programs and commended City staff for their accomplishments.
- Mayor Long also thanked everyone for the generous donations.

Vice Mayor Denoyer moved to accept the donations and grant for the Liberal Police Department, as presented. Commissioner Koochel seconded the motion. The motion carried unanimously.

11. Purchase of Lots for Self-Help Housing.

- Housing & Community Development Director LaFreniere requested permission to make an offer to purchase lots for the purpose of developing Self-Help Housing. She noted the lots are in Coronado Heights, located southeast of the apartment complexes behind Wal-Mart.
- Ms. LaFreniere explained the requested offer is to purchase 13 lots for \$5,000 each for a total of \$65,000 to be funded from the Housing & Community Development budget and then sold to Self-Help participants as groups are started.
- Ms. LaFreniere announced the Kansas House of Representatives is to vote on the definition of rural very soon.

Commissioner Harrison moved to authorize City staff to make an offer to purchase 13 lots for \$5,000 each for a total of \$65,000, as presented. The motion was seconded by Commissioner Koochel and carried unanimously.

12. City Manager Report.

- City Manager Hall referred to the letter addressed to the public works director complimenting staff for their good work. He also expressed his appreciation to City staff for their commitment in making Liberal the city of choice.
- City Manager Hall reported on a recent incident involving a malfunction with a scoreboard during the 12-year old baseball tournament. He reported the issue has been resolved for the tournament season that will continue through mid-August.

13. Items from Commissioners.

Commissioner Willimon advised she had attended the JEDC meeting on Monday and reported it was exciting to hear about all the positive things happening. She also noted she was pleased with the generous donations given for local events and that the community is looking great.

Commissioner Harrison commended City staff and all the employees for what they do every day to make our City look great and noted they all make a difference. In addition, he complimented those involved in putting on a fantastic fireworks show on the 4th of July.

Commissioner Koochel advised it had been a wonderful week with much needed rain and cooler temperatures.

Vice Mayor Denoyer also thanked City staff for all the hard work they do, especially working in these hot temperatures. He thanked groups and organizations for taking pride in Liberal with

their generous donations. In addition, he recently found he was able to fly out of Liberal cheaper than out of Wichita and noted if you get a better rate if you book flights early enough. Mayor Long also thanked City staff and departments for their hard work. He commended the Commission for their involvement in the community by working on some projects.

14. Vouchers.

\$579,283.34, dated July 10, 2012. *Commissioner Koochel moved to approve the vouchers, as presented, with Commissioner Willimon seconding the motion. The motion passed unanimously.*

15. Executive Session.

Vice Mayor Denoyer) moved to adjourn into a fifteen (15) minute Executive Session per K.S.A. 75-4319 (b)(4) – for the purpose of discussing confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships. The motion was seconded by Commissioner Koochel and carried unanimously.

- The Commission invited the city manager, finance director, city attorney and economic development director to the executive session.

Mayor Long inquired if the Commission wished to take any action as a result of the Executive Session.

Vice Mayor Denoyer moved to accept the offer of \$20,000 from Liberty Plaza LLC for the parcel of land on the north edge of Liberal, subject to landscaping and performance provisions and also subject to approval of legal counsel. Commissioner Koochel seconded the motion, which carried unanimously.

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

Tim Long, Mayor

ATTEST:

Debra S. Giskie, CMC, City Clerk