THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION
March 13, 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, March 13, 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, Building Inspector Kory Krause, Water Services Director Joe Seiber, Chief of Police Al Sill and Legal Counsel James Dodge.

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 Joe Sealey.

1. Awards/Proclamations/Presentations. Mayor Long presented Mosaic Director, David Jasper, with a proclamation designating the month of March as Intellectual & Developmental Disabilities Awareness Month. Mr. Jasper invited the public to "Discover the Possibilities" next Tuesday to learn more about what Mosaic does.

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.

- Commissioner Harrison advised he would abstain from voting on Item 7(a) due to a conflict of interest.

3. Approval of Minutes.
Vice Mayor Denoyer moved to approve the minutes of the February 28, 2012 regular meeting, as presented. The motion was seconded by Commissioner Koochel 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.

- Jack Taylor, Executive Director of SPIRIT, updated the Commission on a recent conference held in Washington, DC. He updated the Commission on recent legislation affecting transportation funds and reported on changes to proposed 4-lane construction on U.S. Highway 54, including a delay in bid letting and reduction of the project.

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.

- Kay Burtzloff, United Way Director; Sarah Foreman, Director of the Liberal Area Coalition of Families; and Chief Sill appeared before the Commission to request support of a grant application being prepared. Ms. Burtzloff explained the group is working together to submit a $265,000 grant application for the Safe Routes to School (SRTS) program for children walking and riding bikes to the three schools located in a 2-mile radius area of Pine and Clay.
- It was noted this grant program has been available since 2005. but this is the first time the community is applying for grant funds.

It was the consensus of the City Commission that the group move forward with the grant project, as presented.

6. Consent Agenda.
a. Acknowledge Receipt of Minutes:
1. Liberal Memorial Library, February 21, 2012 (draft).
Mayor Long inquired if the Commission wished to remove any items for further discussion.
Vice Mayor Denoyer moved to approve the Consent Agenda, as presented, with Commissioner Harrison seconding the motion. The motion carried unanimously.

7. Water System Improvement Project:
Commissioner Harrison stepped down from the bench.
a. Approval of Leasing Company Proposal.
Finance Director Ford advised there are two issues on the agenda dealing with the water meter project. He introduced John Haas from Ranson Financial, Wichita, to discuss these matters.

- Mr. Haas referred to the proposal summaries in the packet and reviewed the nine proposals received. He reviewed the different aspects of each proposal and noted First National Bank, Liberal, provided the best deal when considering all the issues.

Vice Mayor Denoyer moved to approve the Lease Purchase Agreement with First National Bank, as recommended. Commissioner Willimon seconded the motion, which carried by a vote of 4 to 0, with Commissioner Harrison abstaining.

Commissioner Harrison returned to the bench.
b. Final Reading of Ordinance No. 4403 - Authorizing Lease Purchase Financing.
Commissioner Koochel moved to approve Ordinance No. 4403, as presented, with Vice Mayor Denoyer seconding the motion. The motion carried unanimously.

8. Resolution No. 2150 - Tax-Exempt Financing Compliance Procedure.
• Financial Consultant John Haas reported the resolution will bring the City in compliance with IRS regulations and Gilmore & Bell is recommending adoption of the Procedure.
Vice Mayor Denoyer moved to adopt Resolution No. 2150, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.

9. Willow Tree Golf Course – Point of Sale System.
• Finance Director Ford reported the auditors have identified the need to have a perpetual inventory control system at the golf course. City staff proposes the implementation of a point-of-sale system. Mr. Ford recommended consideration of the Dell Optiplex 390 Quickbooks POS System.

Vice Mayor Denoyer moved to approve the purchase of the Dell Optiplex 390 Quickbooks POS System with Custom Hardware Bundle from Point of Sale Warehouse, at an estimated cost of $3,223.75, to be funded from the Equipment Reserve Fund. The motion was seconded by Commissioner Koochel and carried unanimously.

10. Board Appointments:

a. Liberal Memorial Library.

City Manager Hall noted the term of Jody Holt expired at the end of last year and the Library Board is recommending the reappointment of Jody Holt for a 4 year term.

Commissioner Koochel moved to reappoint Jody Holt to the Library Board for a 4-year term ending December 2015, as recommended. Vice Mayor Denoyer seconded the motion, which carried unanimously.

b. Planning Commission/Board of Zoning Appeals.

Zoning Administrator Krause noted the terms of Leonard McDonald, Sherry Farrell and Milt Seigrist expired at the end of last year. He advised the Planning Commission recommended the reappointment of these three Board members for 3-year terms ending December 2014.

Commissioner Koochel moved to reappoint Leonard McDonald, Sherry Farrell and Milt Seigrist to the Planning Commission/Board of Zoning Appeals for 3-year terms ending December 2014, as recommended. Vice Mayor Denoyer seconded the motion, which carried unanimously.

11. Street Seal Bid Award.

Public Works Director Sealey referred to the bid tabulation from the bids received yesterday. He noted two bids were received from the eight proposals mailed and the low bid price per square yard from B & H Paving has increased from $1.28 in 2011 to $1.33 is 2012. He requested consideration of the bid from B & H Paving in the amount of $1.33 per square yard in an amount not to exceed $350,000.

- Commissioner Harrison voiced concern about the continuing cost increase and questioned what streets would be sealed. Mr. Sealey advised it would be the area north of 11th Street and west of Kansas Avenue, which includes the area that was crack sealed earlier this year.

Vice Mayor Denoyer moved to accept the bid of B & H Paving of $1.33 per square yard not to exceed $350,000, as recommended, with Commissioner Harrison seconding the motion. The motion carried unanimously.

12. CITY MANAGER'S REPORT.

City Manager Hall reported the City departments are preparing for spring and thanked them for going the extra mile to keep the community clean. He reminded the Commission that the next meeting would be held on Wednesday, March 28 instead of Tuesday due to the Washington, DC trip. He also noted the Council of Governments meeting would be held on Thursday, March 29 at 7:00 a.m. at SCCC.

- Commissioner Koochel asked for an explanation on how the community can control the tumbleweed situation. Mr. Hall explained four or five dumpsters have been converted into tumbleweed burners and it takes a 2" hitch ball to pull the burner. He advised citizens need to call 626-0135 to get on the waiting list, show identification and call the Fire Department before use.

13. ITEMS FROM COMMISSIONERS.

Vice Mayor Denoyer advised he was pleased with the partnership with the Coalition for Families on the grant application. He also noted he is preparing a list of issues to be discussed with legislators in Washington, DC and asked that departments contact him with additional items.
Commissioner Willimon advised she is anxious to go to Washington, DC and let the legislators know about the issues we want to get accomplished.
Commissioner Harrison advised he attended the LEAD class presentation at Crossroads therapeutic horse riding for disabled youth. He noted this year's LEAD class raised a substantial amount of money and encouraged participation from all departments.
Commissioner Koochel recognized the 10 Dorothy's representing the community in Topeka and noted they do a good job of telling about the Wizard of Oz. He also noted it was good to see people enjoying the well groomed parks.
Mayor Long expressed appreciation to all the City departments for their efforts in keeping the community clean. He noted each employee is making a difference and the community is noticing it.

14. VOUCHERS.

$553,480.49, dated March 13, 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.

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Tim Long, Mayor

ATTEST:

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Debra S. Giskie, CMC, City Clerk