

**THE REGULAR MEETING OF THE LIBERAL CITY COMMISSION**  
**March 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 Wednesday, March 28, 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, Fire Chief Kelly Kirk, Deputy Fire Chief Skeety Poulton, Air Museum Director Jim Bert, Recreation Director William Weber, Municipal Court Judge Cathy Lucas 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.**

Fire Chief Kirk recognized recent promotions in the Fire Department, including B-Shift Captain Jose Torres and B-Shift Lieutenant Tyson Rice.

**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 March 13, 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. *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. Liberal Housing Authority, February 8, 2012.
2. Liberal Metropolitan Area Board of Zoning Appeals, March 8, 2012.
3. Liberal Metropolitan Area Planning Commission, March 8, 2012.
4. Liberal Convention & Tourism Board, March 15, 2012.

b. Approval of Airport Lease Renewals:

|     |         |                          |            |        |
|-----|---------|--------------------------|------------|--------|
| 1.  | # 15.01 | Gilmore Roustabout       | \$1,835.04 | 1 year |
| 2.  | # 19.00 | Oil Field Mall           | \$1,867.14 | 1 year |
| 3.  | # 56.01 | J & N Restoration        | \$ 320.76  | 1 year |
| 4.  | # 56.03 | J & N Restoration        | \$ 322.43  | 1 year |
| 5.  | # 72.04 | Gilmore Roustabout       | \$1,623.60 | 1 year |
| 6.  | #100.00 | Gilmore Roustabout       | \$ 552.71  | 1 year |
| 7.  | #158.00 | Southwest Medical Center | \$3,072.00 | 1 year |
| 8.  | #165.01 | Gilmore Roustabout       | \$ 779.33  | 1 year |
| 9.  | #185.02 | Seward County Sheriff    | \$1,091.38 | 1 year |
| 10. | #191.00 | Hi-Plains Pest Control   | \$ 793.75  | 1 year |

- 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 Willimon seconding the motion. The motion carried unanimously.*

**7. City Insurance Program Renewal.**

Finance Director Ford advised the City's current insurance program expires March 31, 2012 and asked for consideration of the renewal of the City insurance program for the period of April 1, 2012 and April 1, 2013.

- Al Shank reviewed the insurance program and advised the annual premium has increased 4.4% over last year. He asked for consideration of this proposal so they can proceed with the renewal process.

*Commissioner Koochel moved to approve the 2012 City Insurance Program Renewal with Al Shank Insurance, as presented, with Vice Mayor Denoyer seconding the motion. The motion carried unanimously.*

**8. Fire Department:**

a. Thermal Imager Purchases.

Deputy Fire Chief Poulton reported the City had received funding from a local charitable foundation for two new thermal imaging devices. He explained how the imaging cameras assist the personnel during emergency incidents.

*Vice Mayor Denoyer moved to accept the donation from a local charitable foundation and allow the acquisition of the Bullard Thermal Imagers with accessories, at an estimated cost of \$26,989, as presented, with Commissioner Willimon seconding the motion. The motion carried unanimously.*

b. Donation.

Deputy Fire Chief Poulton reported the City had received a donation from Oxy USA, Inc. in the amount of \$2,000 for the purpose of upgrading the training manikin that they have borrowed in the past. He explained the manikin is getting worn out and needs to be replaced with an upgraded model, known as Rescue Randy 9000 for approximately \$1,500.

- Deputy Poulton requested the donation be accepted and the purchase of the Rescue Randy 9000 equipment authorized.

*Commissioner Koochel moved to accept the donation from Oxy USA, Inc. and authorize the purchase of the Rescue Randy 9000, as presented. Vice Mayor Denoyer seconded the motion, which carried unanimously.*

- Mayor Long expressed appreciation to Oxy for their generous donation.

#### **9. Air Museum - “Greatest Generation” Exhibit Project.**

- Air Museum Director Bert reported the funding has been received to create a “Greatest Generation” exhibit. He reviewed the features of the exhibit and requested acceptance of the donation and authorize purchase of materials to create the entire exhibit, in the amount of \$11,000.

*Vice Mayor Denoyer moved to accept the donated funds and authorized the purchase of the materials to create a “Greatest Generation” exhibit project, as presented. Commissioner Harrison seconded the motion, which carried unanimously.*

#### **10. Recreation Department Donation.**

Recreation Director Weber requested acceptance of funding from a local charitable foundation to make some improvements and purchase equipment to enhance and provide quality recreation services for local youth. He referred to the information in the packet and requested acceptance of donation be accepted and authorization for the expenditure of \$7,420.65 for equipment.

- Commissioner Koochel commended the Recreation Department for the many year-round programs provided for the youth.
- Mayor Long indicated he was impressed with the number of youth that are utilizing the programs and parks.
- Mr. Weber expressed appreciation to the City for their efforts in creating an impressive park system.

*Vice Mayor Denoyer moved to accept the donation and authorize the expenditure of funds for the project, as presented, with Commissioner Koochel seconding the motion. The motion carried unanimously.*

#### **11. Municipal Court – Purchase of New Dawn Court Software, Hardware & Services.**

Municipal Court Judge Lucas requested approval, subject to legal counsel, for the purchase of New Dawn’s Justware Court software and related products and service in the amount of \$185,836. She outlined the funding sources for this purchase including a donation from a local charitable foundation, diversion funds and equipment reserve funds.

- Judge Lucas explained this software would enable the court staff and prosecutors to interface with the Spillman multi-agency software currently used by the Police Department, Sheriff’s office and Communications Center for a streamlined system.

*Commissioner Harrison moved to approve the purchase of the New Dawn JustWare software court software, hardware and services in the amount of \$185,836, as presented, subject to legal counsel review. Commissioner Koochel seconded the motion, which carried unanimously.*

#### **12. CITY MANAGER’S REPORT**

- City Manager Hall thanked City staff for their efforts in pursuing grant funding.
- City Manager Hall reminded the Commission of the Council of Government meeting on Thursday morning at 7:00 a.m. at SCCC.
- He noted City crews are busy keeping the City clean for the upcoming Kansas Sampler Festival to be held May 5-6, 2012.
- Mr. Hall noted there would be a coupon on the next two cycles of water utility bills which provides for a free trip to the landfill and encouraged the public to clean up their properties.

### **13. ITEMS FROM COMMISSIONERS**

*Commissioner Koochel* advised City staff and all the departments are doing a good job.

*Commissioner Harrison* advised it was a good trip to Washington, DC and thanked City staff for organizing it. He also thanked City staff for their professional attitude.

*Commissioner Willimon* noted the trip to Washington, DC was a positive learning experience. She thanked the City departments for moving forward and obtaining grants for necessary programs.

*Vice Mayor Denoyer* also thanked City staff and the Chamber of Commerce for putting together a successful and productive trip to Washington, DC. He expressed appreciation to City staff for obtaining grant funding to alleviate the budget crunch and making Liberal the city of choice.

- Vice Mayor Denoyer requested Fire Chief Kirk to update the Commission and public on a nomination made for a local dispatcher. Chief Kirk explained April 8-15 is National Telecommunicator Week and he had nominated Kevin Kirk for the award. He noted he was named as a finalist for the national and regional winners. He encouraged public voting before 5:00 p.m. on Friday, April 30 at <http://www.ravemobilesafety.com/smarttelecommunicator>.

*Mayor Long* also thanked City staff for obtaining grant funding to get projects completed without going to the taxpayers. He commended City staff for their efforts.

### **14. VOUCHERS**

\$580,334.88, dated March 27, 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.*

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Tim Long, Mayor

ATTEST:

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Debra S. Giskie, CMC, City Clerk