

## BURLINGTON CITY COUNCIL REGULAR SESSION SEPTEMBER 16, 2015

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, September 16, 2015. Mayor Stan Luke called the meeting to order.

**ROLL CALL:**  Stan Luke, Mayor

**Council Members present:**

Lewis Lenard

Jane M. Griffith

Dallas Scothorn

Thomas P. Tschantz

Jerilyn Curtiss

Sharon Hall

**Superintendents Present:**

Kevin Boyce (Parks)

Doug Jones Chief of Police)

Alan Schneider (Electric)

Danny Hawkins (Water/Wastewater)

Doug Mast (Street)

**Also Present:**

Regina Kewley (City Clerk)

Thomas Robrahn (City Attorney)

Jimmy Hugunin (Zoning & Grants Clerk)

Susan Stroh (Administrative Assistant)

**Media Present:** Mark Petterson (Coffey County Republican)

**VISITORS:** Stacy Haines (Coffey County Economic Development)

**AGENDA:** *Council Member Griffith stated, "I move to approve the amended agenda." Council Member Lenard, "Second." Motion unanimously carried.*

**MINUTES: September 2, 2015:** *Council Member Curtiss, "I move to accept the Draft Minutes of Council's regular session of September 2, 2015 as presented." Council Member Scothorn, "Second it." Motion unanimously carried.*

**APPOINTMENT: None**

**PUBLIC COMMENTS: Stacy Haines, Coffey County Economic Development Strategic Plan 2015-2016**

Stacy Haines addressed Council, "This is my quarterly visit, when I try to get out and visit with the city council of the cities of Coffey County. We did complete our strategic plan for economic development in the County, and I have a one-page snap shot of that plan." She handed out copies. The plan is to promote Coffey County as a tourist attraction, attract new businesses to Coffey County, retain existing businesses in Coffey County and assist those looking to expand their business, develop and foster community engagement and pride, create and sustain affordable housing options in Coffey County, foster and develop an entrepreneurial mindset in Coffey County, and prepare the Coffey County workforce to fit the present and future needs of employers. Ms. Haines explained, "Of course, it doesn't have everything because I didn't want it to be longer than one page. I am constantly working with anybody that comes in wanting to open a business. I try to connect them with resources. Sometimes it works out, sometimes it doesn't, but it's all confidential."

She continued, "We also have the Strategic Planning Advisory Council, which helps give feedback and assistance to this Plan and help make sure that every city has a voice and all businesses have a voice. Burlington is a part of that committee (Council). I talked to Gina (City Clerk), about her and Jimmy (Zoning Clerk) serving on that committee as they have in the past. Any of you council members are welcome to attend those meetings, as well. I don't know how often we're going to meet. I have one meeting set for noon on October 16th at Diner's Kafe. It will be a lunch meeting. I don't want to overdo meetings, but that meeting is to give me feedback to make sure the Plan is implemented and that I have all the resources and all the voices be a part of that. If you want to be on the committee, just let me know and I'll put you on the list. If you can make it, great; if you can't, I can just call on you when I need to. Glad to be a partner with City of Burlington." Mayor Luke called for questions. There were none. He thanked Ms. Haines.

**ELECTRIC DEPARTMENT: Distribution Updates**

**General:** Electric personnel are still doing our daily work orders, locates, and customer service requests. They read electric meters yesterday and today.

**Storm Damage:** Superintendent Schneider reported, "With the storm that moved through here last Thursday evening, we had one single-phase structure blown over. The men went out that evening and secured it with one of our digger trucks, and were able to make those repairs safely the next day in the safety of daylight. We had a few other areas with minimal damage."

**Non-storm Related Outage:** Superintendent Schneider stated, "We did have a non-storm related outage - it was caused by squirrels."

**KDOT Project at 4th & Neosho - conduit cut - Repairs done:** Superintendent Schneider stated, "I reported last Council on the conduit to the traffic lights at 4th and Neosho having been cut. They are repaired and are ready to go back in service whenever the work in the intersection is completed."

**Kelley Park - Victorian Lights:** Superintendent Schneider provided an update on the lightning damage done in August to twelve Victorian LED light fixtures in the center of Kelley Park, just before the County Fair. The replacement lights have come in and they will start working on them next Monday.

**ELECTRIC DEPARTMENT: Power Plant/Production Update**

**General:** Personnel are still doing required reports. They are hopeful they've sprayed for weeds for the last time this season.

**DC Power Supply check:** Superintendent Schneider reported, "The men also went out and checked all the DC power supplies at all the substations to make sure they were adequate."

**[2] CONTINUATION: September 16, 2015 Burlington City Council Meeting**

**Maintenance of Old Plant:** Personnel did general power plant maintenance. Most of the work done since last council has been in the old plant. Some of the valves on the cooling system that runs the old plant were leaking were sticking, so the men have been working on them.

**KPP Fall Planning Retreat:** Superintendent Schneider attended the Kansas Power Pool Fall Planning Retreat last Friday and Saturday (September 11th and 12th) at the Legends in Kansas City. He stated, "It was a great seminar, and the KPP staff did an excellent job preparing that."

**WATER DEPARTMENT: Distribution Update**

**General:** Personnel have been doing normal duties: doing work orders, line locates, re-reading meters, etc. Superintendent Hawkins stated, "We have been tilling and seeding areas around town where they have disturbed the ground to do repairs, etc. If people see us moving dirt in an area, we will come back and till it again and seed when the time is right. Sometimes we need to let the dirt dry so it doesn't clod up, and then we come back and till it. We are working on it and will continue working on it as weather permits."

**Flushing Fire Hydrants:** All the fire hydrants in town have been exercised and flushed.

**KDOT Highway Resurfacing:** Water/Wastewater personnel have also been doing a few manhole repairs that were hit on the KDOT Highway 75 project.

**Two-inch Meter System Calibration:** Superintendent Hawkins said, "We did have Gary Armatrout come in and do some meter calibrations on our two-inch meter systems. So far we've not have good success. We're seeing that some of our meters are failing; so we are rebuilding some, we're working on some; and we're replacing some. We are concentrating on that and will keep implementing that as time progresses."

**WATER DEPARTMENT: Water Production Update**

**Filter Pit - Actuator Replacement:** On August 5th, Superintendent Hawkins reported hiring Tom Miller, with Mid-America Valve Company, to come in to work on our actuator problem in the Filter Pit. Tonight he reported, he and Mr. Miller spent about five hours down in the dry pit today putting in the new actuators.

**Water Treatment Plant - Production** The plant has been running well and we're still on eight-hour work days; and running roughly about 500,000 gallons of water a day.

**KDHE LT2 Monitoring / Cryptosporidium Monitoring:** Superintendent Hawkins stated, "I did receive a letter from KDHE and we will be doing the LT2 Monitoring, which we do every four years. We're fast approaching that; so we're hoping that in the twenty-six samples we have to take from the raw water - which is the Neosho River, that we can stay in compliance with under 100 milliliters of e-coli. We didn't make it the last time, so we were required to do Cryptosporidium Monitoring which is expensive and we have to find special laboratories to do it. This time, KDHE is going to allow us to submit twenty-six samples, and then they are going to average the results together; and if we stay under 100 millimeters of e-coli, then we will pass." He continued, "Monitoring doesn't actually begin until 2017; but since we did so well with our monitoring in the four years (began in 4/2010) of monitoring we had to do, they're giving us the capability to begin early. I don't like to procrastinate, so I want to get it out of the way as soon as possible. Of course, if we do have to monitor for Cryptosporidium, we will."

**STREET DEPARTMENT: Update**

**Old Penny's Plant:** Street personnel hauled off a lot of waste from the old Penny's cement plant.

**Chip Seals:** Superintendent Mast stated, "The County came in and we got our scheduled chip seals for 2015 completed."

**Winter Preparations - Salt:** The Street Department is stockpiling salt in preparation for winter.

**Rebuild Streets Project:** Superintendent Mast reported Street Department personnel finished the 7th and Yuba Street rebuild, in between the new curb and gutter. He said, "We have started rebuild of all of our streets in town. We originally had fifteen blocks planned. I added two blocks to the project, and will probably add one more; and we have one block that was petitioned to be paved this year. We've got sixteen blocks done so far, so we're close to being done with our rebuilds. They will sit over the winter and next year we will pave those either with chip seal or with hot-mix asphalt, depending on where we are budgetwise."

**2015 Asphalt Project:** Superintendent Mast reported, "The only big project we've got left to do this year is our asphalt project. I was in contact with APAC, who won the bid this year, today to see what their schedule is like. He did not really have a good answer for me. He told me they would be here in a couple of weeks. We want to get that done before it gets too cold. He did talk about an alternative way to do the project with a warm-mix asphalt if it gets too late in the year. I'm going to do some research on that and talk with our engineers to see if that's a feasible solution if it gets too cold. I don't want our project to be a guinea pig for him to try something new here in town. If they can't get here on time, and it's not something that can be done, then we'll probably just have to put it off until next year. I'm hoping they can get here - we've still got time, if the weather holds for us. I've seen paving done up until mid-November and still be alright. We have done preparations in advance for the Asphalt Project." (continued)

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Council Member Curtiss asked, "Is the asphalt what Killough Construction usually did for us?" Superintendent Mast replied, "Yes." Council Member Curtiss asked, "Did they ever tell us they couldn't be here to get it finished on time?" Superintendent Mast explained, "No. They were actually the high bid this year out of all three bidders, which is surprising. APAC is usually the high bid, and Killough and SEKAN have always been very close at bottom. Killough won the bid for several years, until this year. We've had great luck with them. We'll just have to keep an eye on this and see how things go."

Council Member Lenard stated, "I did get approached by a couple of residents in that area. They were appreciative that everything is in motion now." Council Member Curtiss, "We're taking care of Wyatt Cole?" (*Wyatt is on Cumberland Street.*) Superintendent Mast said, "Quite a few of our rebuilds were in his neck of the woods. His road was in bad shape. A lot of our failed roads are in that area - on the south end of town and towards the middle part of town. Like I said before, with our road maintenance program, we've gotten a lot streets on the north side of town and on the east side of town completed; and there's a reason for doing it that way. It's because you want to get those done about the same time - not just for maintenance purposes later on, but also when we're doing rebuilds, we're bringing in a lot of heavy truck traffic and stuff like that. We want to limit that to our bad roads so we're not tearing up everything as we're going. "

Superintendent Mast continued, "We're working on it; and like I said, we're very aggressive this year and I added two blocks, that I thought made sense to add while we were over there, on a stretch of ground that we had done - one block was done, another wasn't - it was some stuff that needed cleaned up."

**POLICE DEPARTMENT: Update**

**OK Kids:** Chief Jones reported, "We've been pretty busy. We did OK Kids over the weekend and had a really good turnout. I don't have the totaled numbers yet, but we know we had well over 600 kids ages 15 and under in our target range."

**Drug Program/Drive-in Flu Clinic:** Chief Jones stated, "I did a talk with the Area Agency on Aging over lunch today about dangers to be found in the medicine cabinet, which tied in nicely with the Drug Take Back, which tied in with the Drive-in Flu Clinic, which is on October 2nd; and we will be accepting any drugs/medications turned in to us on that as well. The DEA (Drug Enforcement Administration) will come the following week to pick up all we have collected over the past year and will dispose of it and incinerate it for us."

**Other Information:** Chief Jones said, "We had two unattended deaths over the last week. We are waiting on the autopsy reports, tox (toxicology) screens, and all that to find out for sure; but there is nothing to suggest in either death that foul play was involved."

**Plumbing Violations:** Chief Jones is working with Superintendent Hawkins on some plumbing violations.

**Municipal Court:** Last week's Municipal Court was held in the basement of the courthouse due to reconstruction on the main courtroom of the District Court.

**Municipal Court Case Information Transfers:** Council Member Lenard stated, "I will add, I went to Municipal Court last week, and a one of our local attorneys commented on getting the information. I think that whole process is a benefit." Chief Jones said, "As soon as we knew what discovery they would be requesting, I let Becky (Public Safety Clerk Reeves) know which cases; and she prepared the discovery packets, put them on a thumb drive, and had them to the attorney within three days. The attorneys were quite pleased."

Council Member Lenard, "We did have one situation, but it was Waverly, but I believe they were told they would get it." Chief Jones, "It was a Waverly case; but while Waverly cases are heard in Burlington Municipal Court, we don't maintain the Waverly report server, their case jackets, or any of that. I don't have access to their stuff; so, that's a Waverly issue." City Clerk Kewley stated, "It's just run through our court." Council Member Lenard, "With one of our officers." Chief Jones stated, "For that purpose, he is one of their officers. I've also had to address a couple of other things this week; and that kind of comes under that same heading, too."

**Police Department - Landscaping:** Chief Jones appreciates Park Superintendent Boyce working on the yard at the Police Department.

**Police Department - Open House:** Chief Jones reported, "We have the Open House for the Police Department scheduled from 10 a.m. to 2 p.m., Saturday, October 3rd, which is during the Taste of Fall Festival; so people will be down at Kelley Park already. Feel free to stop in and take a look around, even if you have already."

**POLICE DEPARTMENT: Nuisance Properties**

Chief Jones said the Police Department has been working some nuisances as calls permit.

**Burlington Place Apartments:** Chief Jones reported, "I caught the owner and the temporary manager of the apartments on north 2nd Street about two or three weeks ago and thought we had come to an understanding then, and obviously, we haven't. So, they're getting a formal letter sent to them certified mail to get that one lot taken care of."

**Nuisances - general:** Chief Jones said, "We've got some others that we have made contact with - some nuisance vehicles and junk vehicles, nuisance property grass and yards. As I'm sure several of you have heard me say in the past, we handle them as we have time; and when we have a busy week like last week was, nuisances are lower on the priority list; but we will handle them."

**[4] CONTINUATION: September 16, 2015 Burlington City Council Meeting**

**POLICE DEPARTMENT: Personnel - Offer of Employment to Brandon Wells**

Chief Jones stated, "The interview board - Gina Kewley (City Clerk), Jerilyn Curtiss (Council Member), Officer J. Szambecki, and myself - interviewed a young officer on Monday morning. The gentleman did very well. We thought he presented well. He answered our questions good, and then had good questions for us. We were impressed with him; and with the consensus of the Police Committee, my recommendation is to extend an offer of employment to Brandon Wells. Since he will have to move to the area it will probably take a little more than two weeks for him to start, but I am anticipating he will be anxious to get down here with us anyway. He is currently north of Topeka working for Prairie Band Tribal Police Department. He is from Missouri and his wife is from Topeka. I would like to bring him in at a starting hourly salary of \$16.30. He is Kansas certified and has approximate nine months experience as a street officer. He did his police academy training thorough Missouri. Missouri is different than Kansas in that you have to put yourself through the Academy and then you can apply for a job. He has Missouri Academy and also took and passed the Reciprocity Course through Kansas and has his certification already."

***Council Member Lenard stated, "I move to extend an offer of employment to Brandon Wells at the hourly wage of \$16.30, with the start date to be determined." Council Member Griffith, "I'll second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.***

**PARKS DEPARTMENT: Update**

***General:*** Superintendent Boyce reported, "We have been doing normal duties: cleaning public buildings and restrooms, mowing, weed eating, spraying weeds, and watering flowers and trees. It takes most of our time. When we had rain we did building and equipment maintenance."

***Fencing Projects - Dog Park:*** Superintendent Boyce said, "We worked with Midland Fence on fencing the Dog Park on flagging it out. They got started; and hopefully, they will finish tomorrow. The fencing is up and some still needs to be secured to the posts, and the gate will be installed. I will need to get the signage and things put in. I hope to get that done by the end of the year."

***Welcome Signs - lights:*** A few lights on the east and west 'Welcome to Burlington' signs were out, mainly due to a wiring issue. That was taken care of. Superintendent Boyce called the company about a couple of bulbs that were burned out. They have a five-year warranty, so new bulbs were sent and have been installed.

***Police Department - Landscaping:*** Parks personnel did dirt work and grass seeding at the Police Department today. The first of next week Superintendent Boyce plans to put decorative rock out front and on the side.

***Jones Park Restrooms:*** Superintendent Boyce stated, "I locked the restrooms at Jones Park. I checked with Scot (Recreation Center). We had a couple incidents out there - kids making messes; so, we just locked the restrooms up. Over the weekend, I had a call from the Sheriff's Department - somebody was wanting in there. I told them to go to Kelley Park, that the restrooms there are open."

***KMU Safety Training:*** Parks personnel attended the KMU Safety Training.

**FINANCE: Claims Ordinance & Payroll Ordinance**

a.	Claims Ordinance	2015-18	\$369,433.08
b.	Payroll Ordinance	2015-19	\$ 74,724.60
	TOTAL		\$444,157.68

***CLAIMS 2015-18: Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2015-18 in the amount of \$369,433.08 for payment of city bills." Council Member Scothorn, "Second." Mayor Luke called for discussion. City Clerk Kewley stated, "Some of our larger expenditures tonight are: HG Supplies, \$5,969.11; Kansas Power Pool, \$232,783.11; Midland Fence, \$19,295.27." Hearing no further discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2015-18 approved by unanimous vote, 6:0.***

***PAYROLL 2015-19: Council Member Lenard stated, "I move City of Burlington pay Payroll Ordinance 2015-19 in the amount of \$74,724.60." Council Member Griffith, "Second." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Payroll Ordinance 2015-19 approved by unanimous vote, 6:0.***

**PLANNING & ZONING: Update**

***General:*** Zoning Clerk Hugunin has been updating Facebook and the webpage. He said he has been working with Sue on preparing City Codes to send to the League of Kansas Municipalities for recodification. Administrative Assistant Stroh agreed.

***City Hall Computer Update:*** Zoning Clerk Hugunin is waiting for additional memory (RAM) to get here so he can update City Hall's computers. He stated, "We have another issue which I haven't had time to talk with Gina (City Clerk) about. Even though when all the other computers were replaced NexTech said it didn't need replaced, I think we need to replace it because it's operating system is the outdated Windows XP and that computer is used in conjunction with the server."

**[5] CONTINUATION: September 16, 2015 Burlington City Council Meeting**

**Pioneer Meadows - Covenants:** Zoning Clerk Hugunin reported City Attorney Robrahn typed up a letter to homeowners in Pioneer Meadows about their covenants and telling them that we don't regulate them. Zoning Clerk Hugunin said, "Even though it says in the covenants that the City will enforce their covenants, City of Burlington has never adopted a resolution, ordinance, or anything. Sue (Administrative Assistant Stroh) helped me research it and we couldn't find anything; so, there's nothing we can do to enforce that. Dallas Scothorn gave me his opinion on the covenants today. The letter was mailed to let the property owners know."

**Strategic Planning:** Zoning Clerk Hugunin will attend the Strategic Planning Meeting on October 16th.

**Email:** Zoning Clerk Hugunin set up an email address up for Blake Hanson, our new Police Officer, as he does for each new employee.

**Fall Cleanup:** Zoning Clerk Hugunin emailed our advertisement for the Fall Cleanup to the Republican.

**PERMITS: Permits issued by Zoning Clerk Hugunin:**

2015-035 Dixie Johnson, 817 Wilson Street, Fence

2015-036 Levada Reimer, 520 Garrettson, Deck

**LEGAL DEPARTMENT: Update**

**General:** City Attorney Robrahn stated, "I have been working on correspondence. Also, Danny (Hawkins), Doug (Jones), and Philip (Assistant Attorney Wright), and I have been working on some code violations.

**Complaint - Dumping on Des Moines (between 14th & 15th):** Mayor Luke received a letter dated the first of September from Joy Law Office, P.A. on behalf of Jon Hotaling who had a complaint about a dump site on the north side of Des Moines Street between 14th and 15th. Attorney Robrahn stated, "I called Skillman Construction as soon as I got a copy of that letter. He assured me he was going to start working on it, and I understand ....." Mayor Luke said, "They're almost done."

**CITY CLERK: Update**

**Utility Billing Problems:** Mayor Luke stated, "We had all kinds of inquiries in respect to glitches with getting the utility bills out. I received a written notice of a 'quote' complaint from Chuck Coker. His bill was off a penny. There were some other issues, some of which have been corrected already in the bill presentation. We have some things yet to correct - font sizing and things that are minor. I just wanted to let you know we received a written document from him, and we have also addressed almost all the issues what we have already changed and modified in the billing process."

City Clerk Kewley said, "That's pretty much what personnel at City Hall have been doing. We've been spending a lot of time working through issues with the CIC financial software. We went ahead and sent out new bills last week; and everybody got their bills again. We had a whole new set of calls and inquiries because they got another bill and it was about the same, wondered if they had paid their bill, etc. The letter we sent with the bills may have confused people even more; but the whole intent was to get the public involved and keep them informed that we are trying to work through our software problem with CIC. It's not completed, we have more to do, but we've just got to take one day at a time to work through some issues."

City Clerk Kewley continued, "As a matter of fact, Carol (Utility Billing Supervisor) is currently attending training with Computer Information Concepts today and tomorrow in Wichita to work on the software for utilities. We're working together trying to get it to work correctly - it's a big system. Just bear with us and be patient. I don't know if you've gotten complaints or not. I have gotten quite a few during the past couple of weeks. I've been at the counter a lot helping the staff and taking complaints."

City Clerk Kewley stated, "I would like to thank Danny Hawkins for helping put the bills and letters in envelopes. I would also like to thank Kevin Boyce for letting Dorinda (Parks Attendant) come down and help; and thank Dorinda for manning the postage machine for us. We did get the bills to the Post Office by the 2 p.m. deadline to get them mailed out that day."

When Council Member Lenard asked about any variance between the first bill and the second one, she also explained, "The main thing was the few cents that was off mainly on the residential bills. Basically, it was that our power cost adjustment was a credit, but the software did not credit back that tax for that credit, so that is one thing that made the bills incorrect. We do also have some demand meters and multiple meters we are having some issues with. It's the same way with some of our sewer charges. The way we do units, CIC is having some issues with that. Each city does something different concerning their utility billing; and we do have a lot of variables. We are working through the issues with the CIC financial software. They have been onsite helping us, and stayed in town overnight for the past two weeks."

**General:** City Clerk Kewley reported that in addition to working with utility billing, City Hall Staff have been preparing vouchers for bill paying, preparing payroll, fielding calls, and preparing minutes for council.

**Special Assessments - Mowing, etc.:** City Clerk Kewley reported the special assessments for mowing, weedeating, and nuisance property cleanup are due to the Coffey County Clerk by September 15th each year. The amount to be assessed back to the five property owners came to a total of \$1,425.00. The assessments were prepared and submitted before the deadline.

**Police Officer Interview:** City Clerk Kewley participated in the interview for the police officer this last Monday.

**[6] CONTINUATION: September 16, 2015 Burlington City Council Meeting**

**Utility Level Pay Plan Signup:** Signup for the annual Utility Level Pay Plan should be done by October 20th. During this time we recalculate the existing level pay accounts and make any necessary adjustments. City Clerk Kewley stated, "We usually just continue the Level Pay accounts; however, I am informing the Staff that I want everybody to sign new contracts to ensure we are staying consistent on following the contract. Notices will be sent out." Anyone who is not already on the Plan and would like to be is encouraged to contact City Hall by October 20th.

**2015 Annual League Conference:** The 2015 Annual League Conference will be in Topeka on October 10 through 12; and that registration deadline is the 25th of September.

**LEGAL DEPARTMENT: Executive Session for Attorney/Client**

Mayor Luke called for a motion to enter an Executive Session for Attorney/Client. He stated, "No action will be taken after the executive session, so anyone in the audience is free to leave if they so choose."

**Council Member Curtiss made the motion to enter into a five-minute Executive Session for Attorney/Client with all elected officials, City Clerk Kewley, City Attorney Robrahn, and Chief of Police Jones. Council Member Scothorn gave the second. Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.** Council entered Executive Session at 6:37 and exited at 6:42 p.m. **No action was taken.**

**REPORTS BY CITY OFFICERS: none**

**FUTURE AGENDA ITEMS:**

<b>GENERAL</b> City Debt – How to fund projects City Code Recodification Service/Allied Waste Agreement Renewal Mayor’s Volunteer Program Downtown Revitalization (Committee) Utility Level Pay Program Signup by October 20th	GAAP – Infrastructure Capitalization Actuaries – GASB-45 Financial Program Software (CIC) MT Wireless - Fiberoptics to City Buildings Police Officer Vacancies - Advertise until filled (8-6/2015 through ?) LKM Fall Conference
<b>ELECTRIC DEPARTMENT:</b> GIS system Emissions Standards Compliance/EPA Fill Vacancy (Leadman)	Automatic Meter Infrastructure for Electric (AMI) Natural Gas - 2nd Supplier Industrial Park Substation - DC Power Supply
<b>PARKS DEPARTMENT:</b> Dog Park - Planning / Fence / Etc. WildBlue BBQ and Taste of Fall Festival 2016 Kelley Park - Victorian Lights (repair from lightning strike)	RV Parking Pay Stations for Kelley Park and Drake Park Cancer Support Group - 4-H Building 4-23-2016 Jones Park Restrooms Closed
<b>LEGAL DEPARTMENT:</b> Municipal Court	
<b>PLANNING AND ZONING</b> Quarterly Construction Valuation Report Comprehensive Development Plan – Update by end 2015 Industrial Park Lots - for Sale, etc. Work w/PD on Nuisance Structure regulations City Hall Computer - replace Front Windows CPU	Grant for City Dam/Drake Park to Kelley Park Walking Trail Carport for behind City Hall MT Networks Fiberoptics - updates Planning Commission Members (Advertise for 3) CPR/First Aid Training for Employees - Schedule
<b>POLICE DEPARTMENT</b> Nuisance Updates Personnel – Training Updates	Nuisance Structures Demolition - Update Bike Patrol Program (update) Drive-thru Flu Shots
<b>STREET DEPARTMENT:</b> Heather Street - Concrete Panels Sidewalk Replacement Repairs on City Rights-of-Way Equipment - Purchase Small Milling Machine for Sidewalks, etc. Street Sweeper in 2016 2015 Asphalt Project Grinding of Streets in 2015 and Plans/Machine for 2016	Rebuild/Repair Kennedy Street and 14 <sup>th</sup> Street Pavement Management System/Asset Management System 2015 Curb & Gutter Project (Yuba between 6th & 7th) Mohawk Street Improvements between 14th & 15th) KDOT's N.Hwy 75 Project Fall Cleanup 2015 - Junk pickup (update)
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Clean Sewers Neosho Riverbank Stabilization Waterline Replacement Project Pump Repairs in 2016 (Clearwell/River Intake) Sewer Lagoons - Analysis by KRWA/funding for dredging KDHE L2 Monitoring	Clean Sewers Southwest Sewer Project SCADA System Fire Hydrant Static Testing Plumbing Violations Filter Pit - Actuators Water Plant Improvements–Efficiency John Redmond Reservoir – Dredging Filters/Anthracite/Bacterial Testing Fire Hydrant Flushing

**Mayor Luke declared the meeting adjourned.**

*Approved by the Governing Body and signed by Regina R. Kewley, City Clerk*