

September 19, 2022
5:15 P.M.
City Hall

The Commissioners of the City of Horton met for a regular meeting on Monday, September 19, 2022,

Mayor Stirton called the meeting to order, and the opening prayer was led by Pastor Nick Marsh from the Horton First United Methodist Church. The Pledge of Allegiance was recited by all.

Present: Mayor Stirton, Commissioner Carmela Boller, Rex West, Richard Lovelady, and Tina Nigh. City Administrator John Calhoon and City Attorney Kevin Hill were also present.

Motion by Commissioner West to adopt the agenda under conditions that the check to First Option Bank be withheld in the event an invoice was entered in error. Seconded by Commissioner Boller. All aye. West had several concerns regarding costs associated with a wiring harness, spray pump, and REA service. Calhoon said that he would provide copies of the invoices for his review the following day.

C. Boller requested a name change in the previous minutes and asked that the roll call be included in the 2023 Revenue Neutral Rate Hearing and Approval of Resolution No. 2022-002. Clerk Knudson stated that she had already sent a correction the newspaper on the name change. The revision will be posted in the newspaper on 09/22.

Motion by Commissioner Boller to approve the minutes from the September 6, 2022, regular meeting. Seconded by Commissioner Lovelady. All aye.

Motion by Commissioner Boller to approve Appropriation Ordinance #3729 (Payroll) for \$40,896.63. Seconded by Commissioner Lovelady. All aye.

Motion by Commissioner Boller to approve Appropriation Ordinance #3730 (Disbursements) for \$114,283.46. Seconded by Commissioner Lovelady. All aye.

Public Comments

No comments.

Consider Approval of 2021 Audit

Sean Gordon was in attendance via Zoom to present the 2021 audit for the city. The Commission didn't have any questions for Gordon after his presentation. Motion by Commissioner Nigh to approve the 2021 audit. Seconded by Commissioner Lovelady. All aye.

Ballfield Updates

Brian Kingsley, President of BG Consultants was present and shared the final paperwork regarding the ballfield project which included, among other items, Change Order No. 1, and Contractors Application for Payment No. 2. Calhoon recommended that the Commission authorize the mayor to sign off on both documents contingent on the city receiving their portion of payment from CDBG and necessary signatures on paperwork. Motion by Commissioner Boller to approve Change Order No. 1 contingent on funding agency concurrence. Seconded by Commissioner Lovelady. All aye.

Consider Approval of Final Pay Request for Ballfield Project

Motion by Commissioner Boller to approve Contractors Application for Payment No. 2 contingent on funding agency concurrence. Seconded by Commissioner Lovelady. All aye. This payment is contingent on the city receiving their portion of payment from CDBG and necessary signatures on paperwork. By approving Change Order No. 1, and Contractors Application for Payment No. 2. it will close out the project which will allow other work to occur on the fields with TS Fence Company.

Review and Discussion of MOU with USD 430 on Potential Recreation Coordinator

Calhoon said that the Commission didn't need to take quick action on the Memorandum of Agreement that Jason Cline and he drafted. Calhoon asked the Commission to review the MOA and make any suggested changes to review at a future meeting. The intention of this memorandum is to develop the framework for establishing and maintaining a recreation coordinator for the City who is initially employed through USD. USD #430 would employ the individual (Recreation Coordinator) at their annual negotiated rate of pay with benefits, per USD #430 school contract and an office with proper equipment to perform the necessary duties assigned by USD #430 and the City of Horton. The Recreation Coordinator's duties will include but are not limited to organizing and operating activities in Spring/Summer (Baseball/Softball), Fall (Football, Volleyball), and Winter (Basketball). Activities, duties may include setting up leagues, camps, tournaments, and training coaches /volunteers. Nigh said that the school should inform the Commission who they recommend for the position prior.

Public Works Updates

Public Works Superintendent Randy Mayfield was present to provide updates to the Commission on the water, sewer, and street departments. Mayfield handed out a detailed report showing past and present projects broken down by department.

Following up on the last meeting, C. Boller said that BG Consultants provided a maintenance schedule for the new lift station pump and recommended that the city crews follow it. The Commission also discussed the purchase of a hoist rail with the remaining funds on the project.

C. Boller also requested again that Mayfield prepare a plan and a schedule in preparation for chip seal. She would also like to see specific time allotted for the city crews to trim trees that are in the power lines. Calhoon and Mayfield both said that the crews are already trimming trees daily as time permits.

Mayfield said that the fencing has been installed at the main plant at the Wastewater Treatment Facility.

Police Department Updates

Chief Boller said that the new police officer, John Aaron Pietrzak will start Wednesday and will go to the academy eventually for the 14-week program.

Long time dispatcher Beth (Lynda) Larson passed away on September 18th. Funeral services will be held at 11:00 a.m. on Thursday, September 22nd at Dishon-Maple-Chaney Mortuary, and visitation will be from 5:30 – 7:00 p.m. on Wednesday. Chief Boller said the procession will include fire, EMS, and police following the funeral service on Thursday. Calhoon recommended that the Commission allow employees to attend her funeral service.

Chief Boller would like to hang a plaque at the entrance of dispatch in Beth's honor to pay tribute to her and her 24 years of dedicated service to the city of Horton Dispatch. The plaque will allow for additions in the future.

City Administrator

Fall Cleanup for Horton residents has been rescheduled to Saturday, October 15th until Monday October 24th. This is due to a scheduling conflict with Hamilton Recycling.

The fire department purchased a new carport for the demolition derby grounds, since the existing one was damaged by a windstorm. \$5,600 of the purchase was covered by the city's liability insurance, and the remaining will be paid by the fire department. The total cost of the carport was \$10,490.

Calhoon provided curb cost share updates to the Commission. The city budgeted \$30,000 for curb replacements in 2022 and today approximately \$23,000 has been expended. Calhoon presented two proposals to possibly utilize the remaining funds. One was for the curb south of the KDOT admin building, which they agreed to clean out the ditch line and pour concrete between the elementary school and the parking lot as a tradeoff. Calhoon said that KDOT helps the city out with many other projects as well. West feels that is KDOT has a certain amount of responsibility to maintain the ditch line anyway. The second proposal was to remove and replace the curb at 16th & Wilson Drive. Motion by Commissioner West to approve concrete work at 16th & Wilson Drive. Seconded by Commissioner Boller. All aye.

The consensus of the Commission was to not proceed with the KDOT proposal. The Commission recommended utilizing remaining curb share funds for maintenance of city streets (West 15th Street) until the CCLIP application is approved.

Calhoon and the Commission tasked Brian Kingsley with obtaining funding opportunities for the spillway/dam and applying for and resubmitting another CCLIP (City Connecting Link Improvement Program) application to repair West 15th Street.

AC units at the Blue Building are not functioning properly. Calhoon said that they may need to be replaced prior to next year when it was budgeted for.

Andrew Jones is going to design an application to generate, assign, and track work orders for the city. C. Boller and Calhoon feel this is a more efficient way to track work orders.

C. Boller stated that there will be an upcoming workshop with Scott Shreve who is the cities energy management consultant, to discuss alternative energy sources and consider long term goals for the city.

Mayor Stirton

No report.

Commissioner Lovelady

No report.

Commissioner West

Commissioner West inquired about asset liens to help recover special assessments charged to a property owner by the city. Calhoon said it would allow the city to put a lien on a property if the resident with special assessments charged to them tries to sell another property down the road. Kevin Hill said that the statutes usually run with the property and not the one who holds the note.

Commissioner Boller

Commissioner Boller said that if she has a resident approach her about an issue, she encourages them to attend the Commission meetings. She said it would be helpful if the Commissioners got a call, that they encourage them to participate and see what is going on to get a better understanding of the Commission meetings.

Commissioner Nigh

No report.

Motion by Commissioner Boller to adjourn at 6:44 p.m. Seconded by Commissioner West. All aye.

Kim Knudson, City Clerk

Bryan Stirton, Mayor