

April 20, 2020  
5:15 P.M.  
City Hall

The Commissioners of the City of Horton met for a regular meeting on Monday, April 20, 2020 at 5:15 p.m. at City Hall.

Mayor Stirton called the meeting to order and the opening prayer was led by Theola Carter. The Pledge of Allegiance was recited by all.

Present: Mayor Stirton, Commissioners Wade Edwards, Rex West, Richard Lovelady, and Ken Krug. City Administrator John Calhoon and Attorney Kevin Hill (via telephone) were also present.

Motion by Commissioner Edwards to adopt the agenda. Seconded by Commissioner West. All aye.

Motion by Commissioner West to approve the minutes from the April 6, 2020 regular meeting. Seconded by Commissioner Lovelady. All aye.

Motion by Commissioner West to approve Appropriation Ordinance #3605(Payroll) for the amount of \$33,649.54. Seconded by Commissioner Lovelady. All aye.

Motion by Commissioner West to approve Appropriation Ordinance #3606 (Disbursements) for the amount of \$227,730.92. Seconded by Commissioner Lovelady. All aye.

### **Mission Village Updates**

LaMont Cook called in to provide updates on Mission Village Living Center. There are currently no positive COVID-19 cases at the facility and the staff is taking all precautions necessary to prevent it. LaMont commended the employees for the work they are doing in taking care of the residents. Management is weeks away from submitting their proposal to the City Commission to purchase the facility. Census at the facility is up to 26 to date. Financials in March were lower due to low census and additional expenses, but year to date they are still okay and they continue to make progress on paying off the old bed tax.

### **Public Works Updates**

Randy Mayfield was present to provide updates to the Commission on Public Works. Randy handed out a detailed report detailing past and present projects broken down by department.

### **Consider Adding Public Works to Exemption from Families First Act**

At the last Commission meeting Administrator Calhoon presented the Commission with information from the United States Department of Labor on employee rights under the Families First Coronavirus Response Act which applies from April 1, 2020 through December 31, 2020. According to the Kansas League of Municipalities, even though the act may allow employers to exempt first responders, each governing entity needs to make their own first responder exemptions to the act. Motion was made by Commissioner Krug to acknowledge the Families First Coronavirus Response Act and that the City of Horton exempt first responders to include Police, Fire and Communications. Seconded by Commissioner Edwards. All aye.

At the present meeting Calhoon asked the Commission if they wanted to add Public Works as an exempt essential employee as they did with the first responders. If so, Calhoon said they would need to make a motion to add them as an exempt department to be exempt from the Families First Coronavirus Response Act. If the Commission does not wish to do so, then the Commission doesn't need to do anything. If the group is deemed exempt by the City Commission, they are exempt from

the city having to pay them for the first two weeks and not get reimbursed for it. The group would then need to use their vacation or sick leave instead. No action was taken by the Commission.

### **Discuss Summer Pool Opening**

Calhoon participated on a call on April 9<sup>th</sup> with a considerable number of municipalities that have city operated pools across the state of Kansas. Due to COVID-19, there is a lot of what if's and not knowing what to do with city pool operations. The general consensus is that the cities will have discussion on the last meeting in April as to what they are going to do with their pools. Calhoon thought he would listen to the follow-up call on April 30<sup>th</sup> and would make a decision based off of the meetings and what the governor does, etc. on whether or not the pool will open on a specific date. Calhoon stated that it would take 3-4 weeks to get the pool ready for use. Calhoon suggested that in the first part of May that the city sets a date to go ahead and fill the pool along with a possible opening date in June. Calhoon said that his personal recommendation based off the phone calls is that we don't start on it yet. It is a matter on if social distancing is still in place, because it would be problematic for the city to open.

When asked by Mayor Stirton if the pool repair has been done, Calhoon said that the city crews can repair it. He doesn't want to turn in an insurance claim on it.

### **Discussion on Request for Sandpit from Horton High School Principal/A.D. Larry Mills**

Larry Mills said something to Calhoon early this winter about installing a sandpit down to the east of the new playground by the pool. It will help in building endurance and muscle in the legs for students in the athletic programs. It would be about 50 to 60 yards long, 15 feet wide, and 8 inches deep filled with sand. The school is willing to do all of the work to install, and will also maintain it. Motion by Commissioner West to allow the school district to install a sandpit for athletic training on the east side of the tennis courts. Seconded by Commissioner Krug. All aye.

### **City Administrator/Chief of Police Calhoon**

Calhoon approved the Second Harvest Community Food Bank the use of the Blue Building to distribute commodities on April 28<sup>th</sup>.

Calhoon received an e-mail regarding the CFAP (Community Fisheries Assistance Program) about grant fund availability. The grant apps are due by June 1<sup>st</sup> for projects to be completed December 31, 2021. The last grant that was approved by CFAP for the city was used to purchase a vault toilet at Mission Lake, and they matched 38% of the \$17,465.00 cost of the toilet. Calhoon said that unless the Commission wants him to apply, he doesn't think that the city has the funding this year. Edwards is a little concerned about future finances for the city due to COVID-19. Sales tax and utility revenues will likely be down. He doesn't feel that the city can tackle additional projects until we know what our finances are going to be. West suggested getting in touch with the state fish and game department or CFAP to see what the eligibility is for another vault toilet at Mission Lake since it might not be close enough to an area being utilized by people fishing.

Bids for the Wastewater Treatment Facility were opened on April 14<sup>th</sup> at 2:00 p.m. The low bid came in at about 4% over the Engineer's Opinion of Probable Cost. BG Consultants is currently working on making sure they cannot eliminate any costs to get the price under the original budget. Sarah from USDA reminded the city to await USDA Approval before awarding the contract to the successful bidder.

The new City of Horton website ([www.cityofhorton.com](http://www.cityofhorton.com)) will go live at the end of April. Kim Knudson and Brianna Dowell attended a web teleconference to learn how to navigate and learn how to edit and create new content for the website. Edwards suggested that we categorize businesses by trade, rather than alphabetically on the site.

Calhoon will be sending out budget preparations to the department heads in the coming weeks and ask to have them submitted back to him by mid-May.

New hire, Chris Elias started today at the sewer plant. Calhoon is currently having him report to Randy Mayfield at the sewer plant every morning. Randy is going to try to get away from the plant a little more to work on projects and oversee what his team is working on. Elias has about 6 years small municipality experience.

Calhoon is concerned if the city will be able to keep up with mowing since we are still a man down. He may consider hiring another part-time position if they fall behind.

**Mayor Stirton**

No report.

**Commissioner Lovelady**

No report.

**Commissioner West**

Commissioner West asked Calhoon where we are at with RS Electric Utility Services on pole changeouts that the Commission approved to have done this year. West asked if the city has a timeline and the materials on hand for when they do come in. Calhoon said that he would follow up with RS Electric. Also, West said that something needs to be done with the fish feeders at the lakes. Some are inoperable, and some are empty. He thinks that if nobody is going to maintain and fill them, then they need to be taken out of the lakes. Calhoon will touch base with the Fish and Game Club.

**Commissioner Edwards**

No report.

**Commissioner Krug**

Commissioner Krug was under the impression to be Chief of Police, they are required to have ten or more years of similar or related experience. Currently that is only stated in the job description for the position, not by Ordinance. Krug would like to have it reworded to say that ten or more years of similar or related experience is preferred, but may be amended at the city's discretion. That would allow the city to make exceptions or changes and not go through Ordinances and so on. Kevin Hill liked the idea of using the word "preferred", and to say something to the effect that the governing body reserves the right to appoint an individual with less experience. He also suggested changing the job description to read five years preferred instead of ten. Calhoon will make the suggested changes and present at the next Commission meeting to be considered for approval.

Motion by Commissioner Edwards to adjourn at 6:08 p.m. Seconded by Commissioner Lovelady. All aye.

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Kim Knudson, City Clerk

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Bryan Stirton, Mayor