

January 21, 2020
5:15 P.M.
City Hall

The Commissioners of the City of Horton met for a regular meeting on Tuesday, January 21, 2020 at 5:15 p.m. at City Hall.

Mayor Stirton called the meeting to order and the opening prayer was led by Al Schirmacher. 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 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 January 6, 2020 regular meeting. Seconded by Commissioner Edwards. All aye.

Motion by Commissioner West to approve Appropriation Ordinance #3593(Payroll) for the amount of \$34,706.64. Seconded by Commissioner Edwards. All aye.

Motion by Commissioner West to approve Appropriation Ordinance #3594 (Disbursements) for the amount of \$103,107.63. Seconded by Commissioner Edwards. All aye.

Public Comments

Bruce Bird was present to give updates on behalf of Mission Village. The current census is 26, but will be 29 by February 1st. The Fire Marshal visited the facility this week, so the survey should take place in the next couple of months. Jefferson County Memorial Hospital has submitted a Lease Purchase Agreement for the Commission to review. Once the Lease Purchase Agreement is approved, Management will be looking at investing over \$100,000 into the facility for improvements, including a café and dining room renovations. Bruce supports Atchison Hospital purchasing the hospital and is looking forward to working with them in the future.

John Boller asked if the Horton Chamber could hold their meetings at City Hall going forward since they are being evicted from the Senior Center where they currently hold their meetings. Motion by Commissioner Edwards to allow the Chamber to schedule and hold their meeting at City Hall on the 1st Tuesday of the month at 6:00 p.m. Seconded by Commissioner West. All aye.

Discuss Library Maintenance Responsibilities

Jessica Buhrman, interim Director of the Horton Library was present to discuss the responsibilities of maintenance and lighting for the library. It was the library boards understanding that the city provide maintenance to the library, and they are asking for clarification from the Commission. Calhoon stated that the library is not a city owned building and that the city did budget a slight allowance for the library this year compared to last. Primary funding for the library is from the city. Commissioner Edwards expressed that they expect other businesses owners in town to do upkeep on their own buildings.

Calhoon offered ideas for the library to get other funding from grants and state aid, etc.

The Commission requested for the library board to present line item budget/expenditure reports to them on a quarterly and annual basis going forward.

The consensus from the Commission was for the city to continue providing lawn service and snow removal for the library, but day to day maintenance issues would need to be handled through the library board.

Calhoon informed Jessica that according to state statute 12-1225, the library is required to submit an annual report to the city Commission by January 31st of each year.

Revisit Website Discussion

Motion by Commissioner West to proceed with the update of the city website as discussed. Seconded by Commissioner Edwards. All aye. The Commission chose to go with Municode to design the new website. After initial setup, Municode will charge \$1,800 annually to maintain the website. Municode will provide a lot of features that our current website builder software does not offer.

Discuss Fee Schedules for City Owned Buildings & Approve 2020 City Holidays

As requested by the Commission, Calhoon suggested the following increases for city owned property and buildings:

Civic Center – Increase charge to \$150 from the current charge of \$50.

Lake Fees – Increase charge to \$30 for up to three hours, and \$50 all day for shelter house and gazebo rental at Hickory Point. The current charge is \$25 with a \$50 deposit.

Armory – Change wording in existing contract from “Organized Practices” to “Organized League Practices” to get a cheaper rate. The school will continue to assist with maintenance and janitorial duties in exchange for using the building for basketball practices.

Aquatic Park – An adult pool pass was added for \$75. The new shelter house will be rented for \$30 for up to three hours, and \$50 all day.

Police Department Fees - The dog pound fee will increase to \$8.00 a day from the current fee of \$6.00 a day. Once the vicious animal Ordinance is reviewed and revised by city attorney Kevin Hill, the dog tag late registration fee will increase to \$15.00 from \$11.00.

There will now be a \$5.00 charge for urinalysis. There is currently no charge.

Motion by Commissioner Edwards to authorize the city attorney to revise the dog Ordinance. Seconded by Commissioner West. All aye.

Motion by Commissioner West to adopt the fees as recommended by city administrator Calhoon for city owned buildings and property. Seconded by Commissioner Lovelady. All aye.

Currently full-time city employees get paid for 10 holidays a year. Calhoon suggested that Martin Luther King Jr. Day be added to the paid holidays because it would put us in line with other municipalities and the county. Motion by Commissioner West to add Luther King Jr. Day to the city paid holidays. Seconded by Commissioner Krug. All aye. Approved 2020 holidays will be posted on the city website.

Appoint KMEA Director – 2 and Alternate

Motion by Commissioner Edwards to appoint Bryan Stirton as Director 2, and Rex West as an alternate on the KMEA (Kansas Municipal Energy Agency) Board of Directors. Seconded by Commissioner Lovelady. All aye.

Hospital Update

Calhoon stated that Atchison Hospital is finalizing the agreement with the trustee. The Atchison Hospital CEO would like to attend the February 3rd Commission meeting and will have a much-enhanced update. He will also meet with Calhoon and a couple Commissioners this week or next.

Consider Pay Rate Schedule for Pool Employees

Motion by Commissioner Krug to approve the Pay Rate Schedule for Pool Employees as presented by city administrator Calhoon. Seconded by Commissioner Edwards. All aye.

1st year Lifeguards/Concession Stand - \$7.55 per hour

2nd Consecutive year - \$7.85 per hour

3rd Consecutive Year and More - \$8.25 per hour

Assistant Manager - \$10.00 per hour

Manager - \$11.00 per hour

*All employees that worked at the pool last season at the rate of \$8.00 per hour will stay at that rate of pay even if they have less than 3 years.

Consider Approval of Scouts Proclamation

Motion by Commissioner Edwards to approve the Scouts Proclamation as presented. Seconded by Commissioner Lovelady. All aye. This will proclaim February 2nd – 9th, 2020 as Scouts-BSA (Boy Scouts of America) Anniversary Week.

City Administrator/Chief of Police Calhoon

Calhoon welcomed Richard Lovelady to the table.

Motion by Commissioner Edwards to move the Commission meeting to Tuesday, February 18th, since Monday is Presidents Day and is a paid holiday for city employees. Seconded by Commissioner West. All aye.

Calhoon applied for the Waste Tire Grant again this year. The grant is for less than \$5,000 and would be for benches and mulch for playground areas. Motion by Commissioner West for Calhoon to proceed with the grant. Seconded by Commissioner Lovelady. All aye.

Calhoon received two options from Atchison Account Management regarding them collecting delinquent utility bills for the city. City attorney Kevin Hill recommended that the city request an engagement letter or contract to define the two options more specifically.

Calhoon asked for the Commission to review the recently submitted Lease Purchase Agreement that was received for the purchase of Mission Village by Jefferson County Memorial Hospital. He asked them to submit changes or recommendations to either him or Kevin Hill.

Jodi Leatherman spent a significant amount of money camping in one of the 14-day spots at Mission Lake in 2019 and is interested in purchasing the camping spot as an annual spot. Calhoon asked about making some of the 14-day spots into yearly spots. Motion by Commissioner Edwards to convert the 14-day spots into annual rent spaces, and they have to enter the drawing to reserve just like everyone else does. Motion died for lack of second. Commissioner West would like to table until the Commission receives feedback from the Parks & Recreation Board before making a decision, but feels if they are no longer a 14-day spot that it needs to go into into a pool for lake signups in March.

Calhoon made the suggestion to make changes to the current Contract for Utility Services. As a courtesy, the current contract states that residents may request a fair hearing at least three (3) business days before the designated shut off day. Eligibility required for a hearing – must have lived at the residence long enough to have made 6 month's payments, and customer will not be eligible for another hearing for 6 months after the completion of the previous hearing agreement. Calhoon would like to change eligibility for another hearing from 6 months to 12 months. Motion by Commissioner Edwards to allow the change in the Contract for Utility Services to change it to the resident must have satisfactory paid for 12 months before they are eligible, and that the pay extension be at the discretion of the City Administrator or his/her designee. Seconded by Commissioner West. All aye.

Calhoon asked for clarification from the Commission on treatment of the city streets after a snow or ice event. Calhoon stated that if he isn't in town and there is inclement weather, the police officers will alert the dispatchers if they feel a street needs to be treated, and he makes the decision to call the city crew(s) out. Calhoon said that last Saturday he hadn't received any calls from dispatch, only from one disgruntled resident. Edwards said that public health and safety is one of the prime responsibilities of the Commission and voiced his concern over ambulances and firetrucks being able to get around. Commissioner West and Jeff Swendson went into great detail on how the salt works, and what conditions it works best in. The Commission would like to keep the snow policy the same, that the city plows after 2" on the designated routes. After lengthy discussion the general consensus of the Commission was to leave the treating of the streets during/after an ice event to the discretion of the City Administrator.

Mayor Stirton recommended putting a reminder on the city Facebook/Webpage stating the emergency snow routes per Ordinance and remind citizens that the city doesn't plow or treat side streets and to choose their routes carefully.

Commissioner West suggested that nothing needed to be changed on the emergency snow routes, but he would like the signs to be updated.

West stated that he felt the city crews did a good job and all they could do with the amount of ice and temperatures we have had recently.

Mayor Stirton

Mayor Stirton welcomed Richard Lovelady to the Commission.

Commissioner Lovelady

No updates.

Commissioner West

No updates.

Commissioner Edwards

Commissioner Edwards would like to consider revisiting various appointments on the 1st meeting of the new year.

Commissioner Krug

Commissioner Krug has received several complaints regarding compliance with junk on properties. Calhoon has a department meeting with the officers in the morning and he will address Krug's concerns.

Krug would like to get business owners in town together with the Commission for an informational meeting regarding cleaning up their properties. Krug would like to hear what business owners think the Commission should do about it. Krug stated the city will have to address it, but would like to hear input from those in violation. Calhoon said that he would have a letter personally delivered to several of the businesses inviting them to a future meeting.

Krug suggested that the city extend the current airport ground contract by 5 years since he is going to treat the crop land with lime and fertilizer. Matthew Geiger currently has the contract thru 03/01/2022.

Motion by Commissioner Edwards to adjourn at 7:51 p.m. Seconded by Commissioner Lovelady. All aye.

Kim Knudson, City Clerk

Bryan Stirton, Mayor