

June 25, 2018  
6:30 P.M.  
Commission Room

The Commissioners of the City of Horton met for a special meeting on Monday, June 25, 2018 at 6:30 p.m. in the City Hall Commission Room.

Mayor Stirton called the meeting to order.

Present: Mayor Stirton, Commissioner Edwards, Krug, and West. City Attorney Kevin Hill and Deputy City Clerk Carol Stirton were also present.

**Discussion of Interim City Administrator Position and possible action on the same**

Commissioner Edwards believes the City should advertise for a full time contracted administrator, but we need an interim until that happens. Edwards wondered if there was someone already on staff to appoint. He has spoken to a couple of individuals who have shown interest in helping out on a temporary basis.

Commissioner Krug would like to see a full time administrator hired. The City has previously advertised through the League of Kansas Municipalities.

Commissioner West stated he is unsure if the City needs a full time administrator, maybe part time would be sufficient. He concurred that the administrator position should go through the League of Kansas Municipalities as that is what has been done before. West also wondered if the mayor could be considered as interim administrator.

City Attorney Kevin Hill advised that the mayor cannot be the interim administrator per the City Ordinances.

Motion by Commissioner Krug to accept letters of interest for interim administrator and to consider those applicants at the July 2<sup>nd</sup> meeting. Seconded by Commissioner Edwards. All aye.

Kevin Hill pointed out that according to the City ordinance the City needs to have an interim in place now. Edwards asked if John Calhoon would be interested in filling in for this next week and he said he would be willing to help out for now. Krug asked Carol Stirton if she would consider it. Stirton declined. Motion by Commissioner Edwards to appoint John Calhoon as interim administrator. Seconded by Commissioner Krug. All aye.

**Discussion of City Clerk Position and possible action on the same**

Commissioner Krug asked Kim Knudson what her thoughts were or if she had any questions. Knudson asked if she would still take minutes at the meeting or if the administrator would. Kevin Hill said she would take minutes based on the job descriptions.

Knudson was concerned on who would train the new administrator. There will be probably be questions that Knudson will need to help answer.

Kim questioned where she would sit when we hire an administrator as the office desks are all being utilized. After discussion it was agreed that the administrator could use an office upstairs. Motion by Commissioner Krug that if Knudson agrees to be retained as City Clerk that she would utilize the same office as she has been. Seconded by Commissioner Edwards. All aye.

Knudson asked what her pay would be. Her beginning wage as City Clerk was \$16.82 per hour in March of 2013. Her current wage as City Clerk/Interim Administrator is \$25.88. Knudson said she would at least like to see somewhere in the middle of those two wages. Motion by Commissioner West to offer Kim Knudson \$22.46 per hour for the City Clerk position. Seconded by Commissioner Edwards. All aye.

Kim Knudson accepted the offer to be retained as City Clerk at \$22.46 per hour.

**Discussion of Repair at Sewer Plant and possible remedy**

Commissioner Edwards informed the Commission that there was gear box failure with 2 of the clarifiers last Wednesday at the Sewer Plant. At the suggestion of Dave Grimm, Ed Stout with CAS Constructors was brought in to look over the situation. The east gear box was used to fix the west gear box. The State approved this but the other gear box has to be fixed. If the gear box has to be replaced it will cost \$2,984.00 and take 6 to 8 weeks for delivery. CAS Construction can send the gear box to Kansas City for a \$150.00 evaluation to see if it can be rebuilt. If it can be rebuilt it will cost less than a new one and the delivery will be 1 to 2 weeks.

CAS Construction turned in an invoice totaling \$1,450.00 for the emergency repairs from last week. Motion by Commissioner Edwards to approve the CAS Constructors bill in the amount of \$1450.0 for the emergency repairs at the Wastewater Treatment Facility. Seconded by Commissioner West. All aye.

Motion by Commissioner Krug to approve the gear box to be rebuilt and if not to purchase a new one. Seconded by Commissioner Edwards. All aye.

**Consideration and possible action on tender of resignation by the Parks and Recreation Commissioner**

Motion by Commissioner Krug to accept the resignation of Parks and Recreation Commissioner Jeremy Forkenbrock and to send out for letters of interest to City residents to finish out his term to be turned in to City hall by 12:00 Noon on Monday July 2, 2018. Seconded by Commissioner Edwards. All aye.

Motion by Commissioner Edwards to adjourn at 7:30 p.m. Seconded by Commissioner Krug. All aye.

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Carol Stirton, Deputy City Clerk

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Bryan Stirton, Mayor