

Minutes of the Independence City Commission's May 11, 2017 Meeting

The Independence City Commission met on May 11, 2017 at 5:30pm in the Veterans Room at Memorial Hall. Commissioner Gary Hogsett, Commissioner Leonhard Caflisch, and Commissioner Fred Meier were present. Others present included:

City Staff

Kelly Passauer, Assistant City Manager
Michael Borovetz, Director of Finance/City Clerk
David Cowan, Public Safety Director
Jeff Chubb, City Attorney
Terry Lybarger, Director of Utilities
Barbara Beurskens, Park & Zoo Director
Jerry Harrison, Police Chief
Chase Cushing, Summer Intern
Shane Collins, Police Officer

Visitors

Jerry Bright	Joanne Smith
Dorcas Sutton	Brandie Reyes
Ned Stichman	Shelby Demo
Jeri Hopkins	Jon Risner
Tom Sewell	Louis Ysusi
Amy Taylor	Judy Ysusi
Robert Meadows	Brian Beecham
Mike O'Malley	Amanda Williams
Lisa Montgomery	Larry McHugh
Lisa Wilson	

Call to Order

Mayor Meier called the meeting order at 5:30 p.m.

Pledge of Allegiance to the United States of America

Additions to Meeting Agenda

Mayor Meier informed the meeting attendees that there were two additions to the agenda: 1. Contract for a new City Manager and; 2. Contract with KDOT for the Peter Pan Intersection project.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved the amended agenda.

Aye: Caflisch, Meier, Hogsett

Nay: None

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1. Consider the contract for a new City Manager.

Mayor Meier announced that Craig Whitehead had agreed to become the new City Manager and would begin on June 8th. He read a press release providing more information on Mr. Whitehead's background and credentials. The press release was made available to the Independence Daily Reporter following the meeting.

Motion:

On the motion of Commissioner Caflisch, seconded by Commissioner Hogsett, the commission approved the contract for City Manager with Craig Whitehead.

Aye: Caflisch, Meier, Hogsett

Nay: None

2. Consider authorizing the Mayor to sign an agreement with KDOT for the Peter Pan Intersection project.

Motion:

On the motion of Commissioner Caflisch, seconded by Commissioner Hogsett, the commission authorized the Mayor to sign a contract with KDOT for the Peter Pan Intersection project.

Aye: Caflisch, Meier, Hogsett

Nay: None

City Licenses

There were no new city licenses for this meeting

Appointments

Downtown Art and Culture Advisory Board – Two Terms Expired – Applications Due by June 1, 2017

Park Board – 1 Replacement – Applications Due June 1, 2017

The City did not receive any applications for the Downtown Art and Culture Advisory Board, therefore, the application deadline is being extended to June 1, 2017. The Park Board is requesting to replace one member who has been unable to attend several meetings. Applications will be received until June 1, 2017 for this position.

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Adoption of the Consent Agenda

a. Appropriations

1. A-1790

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved A-1790 for \$926,367.77.

Aye: Caflisch, Meier, Hogsett

Nay: None

2. P-1756

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved P-1756 for \$125,126.31.

Aye: Caflisch, Meier, Hogsett

Nay: None

b. Consider minutes of the April 14, 25, 26, and 27, City Commission meetings [CITIZENS].

City staff recommends approving the attached minutes

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved the minutes of the April 14, 25, 26, and 27, City Commission meetings.

Aye: Caflisch, Meier, Hogsett

Nay: None

c. Consider proposals received on May 5, 2017 for blood work for the June 6, 2017 annual City Employee Health Fair [CITY EMPLOYEES].

Quotes were received on May 5, 2017 for blood work for the June 6, 2017 annual City Employee Health Fair as follows:

1. CRMC -- \$105
2. Labette Health -- \$0 for Males/\$8 for Females
3. RML -- \$44

In past years, the City paid the cost for employees, retirees and City

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Commissioners, while immediate family members participated at their cost. However, the City has not received such a low quote in the past. Last year the quote was in the amount of \$41.15 for males and \$38.05 for females. Attached is a recommendation from the Safety Committee to award the low quote to Labette Health in the amount of up to \$8 per participant. Since the \$8 charge only applies to females, City staff further recommends the City also pay the cost for immediate family members who participate, as this cost will easily be absorbed in the amount of funds budgeted for this annual event.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Cafilisch, the Commission awarded the low quote to Labette Health in the amount of up to \$8 per participant and further approved the City to also pay the cost for immediate family members who participate.

Aye: Cafilisch, Meier, Hogsett

Nay: None

- d. Consider authorizing the Farmers Market downtown every Saturday through September [CITIZENS/QUALITY OF LIFE SYSTEM].**

Attached is a request for approval of the annual Farmers Market downtown on Saturdays starting June 3rd through September from 7:30 AM to 10:30 AM. This would require blocking off Myrtle Street from Penn Avenue to 8th approximately 30 minutes before and after the event. City staff recommends approval.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Cafilisch, the commission authorized the Farmers Market downtown every Saturday through September.

Aye: Cafilisch, Meier, Hogsett

Nay: None

- e. Consider a request from Lisa Montgomery for the Independence Relay for Life to be held in the park on June 2, 2017 and to waive the park curfew [CITIZENS].**

Attached is a request for the annual Relay for Life in Independence scheduled for June 2, 2017 starting at 6 PM. The City generally waives the curfew for this event since they will not be out of the park before curfew that evening. City staff recommends authorizing the event pending receipt of proof of liability event insurance and waiving the park curfew on June 2, 2017.

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Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission authorized the Independence Relay for Life to be held in the park on June 2, 2017 and to waive the park curfew pending receipt of proof of liability event insurance.

Aye: Caflisch, Meier, Hogsett

Nay: None

- f. Consider a request to barricade ½ of the 100 block of North Penn Avenue the last Saturday of each month June through September for Downtown Movie Night [CITIZENS].**

Attached is a request to barricade ½ of the 100 block of North Penn Avenue the last Saturday of each month June through September, specifically June 24, July 29, August 26 and September 30, 2017. City Staff recommends approval.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved a request to barricade ½ of the 100 block of North Penn Avenue the last Saturday of each month, June through September for Downtown Movie Night.

Aye: Caflisch, Meier, Hogsett

Nay: None

Introductions

- g. Consider Introduction of [CITYEMPLOYEES]:**

- 1. Shane Collins, recent Kansas Laws Enforcement Training Center graduate**
- 2. Chase Cushing, Summer Intern**

City staff would like to introduce the following staff members at the Commission Meeting.

Shane Collins -- Police Chief Harrison has provided the following information regarding Shane Collins; *"Our newest officer to graduate from the Kansas Law Enforcement Training Center is from Florida having lived in South Carolina before moving to Independence with Family. He is Army Veteran having served in Afghanistan. He has wanted to be in law enforcement for several years and*

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upon relocating to Kansas with family took the plunge. He has a wife and two young boys. We are very grateful to have Shane serving our community. To be an officer Shane had to endure our thorough background and interview process well as complete the 14 week basic police officer course at KLETC which is located just south of Hutchinson KS. Please join me in welcoming Shane into what I hope is a long and rewarding career of professional service and life-long learning."

Chase Cushing -- Chase Cushing is interning at the City this summer. Chase is an Urban Planning student at Brigham Young University, in Provo, Utah. Upon graduating in December 2017, he will pursue a dual master's degree in Planning and Real Estate Development at the University of Arizona in Tucson, AZ. Chase is a 2011 graduate of Independence High School. Chase served a church mission in Brazil from 2012-2014. Chase and his wife are enjoying spending time with family and old friends in Independence this summer.

Items for Commission Action

- h. Consider a proclamation declaring May 14 – 20, 2017 as Police Week [CITY EMPLOYEES].**

Attached is a proclamation requested by Chief Jerry Harrison declaring May 14-20, 2017 as Police Week. City staff recommends approval.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Cafilisch, the commission approved a proclamation declaring May 14 – 20, 2017 as Police Week.

Aye: Cafilisch, Meier, Hogsett

Nay: None

- i. Consider a proclamation declaring May 21 – 27, 2017 as EMS Week [CITY EMPLOYEES].**

Attached is a proclamation requested by Fire/EMS Chief Shawn Wallis declaring May 21-27, 2017 as Emergency Medical Services Week. City staff recommends approval.

Motion:

On the motion of Mayor Meier, seconded by Commissioner Hogsett, the commission approved a proclamation declaring May 21 – 27, 2017 as EMS Week.

Aye: Cafilisch, Meier, Hogsett

Nay: None

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j. Consider request from R-Turn to beautify the railroad trestle on North Penn Avenue [CITIZENS/QUALITY OF LIFE SYSTEM].

The City has received a request from R-Turn to beautify the railroad trestle on North Penn Avenue. City staff, the City Attorney and Shawn Turner with TranSystems have reviewed this request and we have received clarification to our questions and concerns which are attached. Since the railroad bridge is owned by Watco who has granted their permission, the City Manager by code can approve banners hung over City street rights-of-way, and City staff will review the KDOT right-of-way form for the City's approval; it is staff's opinion that this item is informational and will not require formal Commission action at this time.

However, an item that may be brought to the attention of the Commission is one of the requirements for a banner is the information must be for civic functions of "nonprofit" groups. Since Neewollah is one of the entities that is proposed to be displayed and is technically a "for profit" entity, if R-Turn requests that the Neewollah advertising be included it could require a text amendment be considered by the Planning Commission for final approval by the Commission. Such language could allow an exception for community celebrations that are officially endorsed by the City, as a proclamation and resolution is passed each year by the City Commission for Neewollah activities.

Mike O'Malley, Shelby Demo and Amy Taylor made a presentation to the Commission detailing the application with KDOT and the plans for the signage for the railroad trestle. Through discussion with the Commission, it was determined that if the City was the petitioner on the KDOT application the signage could be more economically insured.

Motion #1:

On the motion of Mayor Meier, seconded by Commissioner Hogsett, the commission authorized City staff to initiate a text amendment and forward it to the Planning & Zoning Commission for approval and then return it to the City Commission.

Aye: Caflisch, Meier, Hogsett

Nay: None

Motion #2:

On the motion of Mayor Meier, seconded by Commissioner Hogsett, the commission authorized the City to be petitioner with R-Turn on the KDOT right-of-way application.

Aye: Caflisch, Meier, Hogsett

Nay: None

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- k. **Consider a request from Leadership Class of 2017 and R-Turn to hold a grand opening celebration of the dog park, also known as "Woofstock", on June 10, 2017 from 10 AM to 2 PM at 700 N. Park Blvd [CITIZENS/QUALITY OF LIFE SYSTEM].**

Attached is a request from Police Chief Jerry Harrison, who is also a member of the 2017 Independence Leadership Class, requesting permission to hold a grand opening celebration of the dog park at 700 N. Park, also known as "Woofstock", on June 10, 2017 from 10 AM to 2 PM. This celebration is planned to include, but not limited to, live music, AWOL shelter dogs for adoption, and T-shirt sales to raise funds for the dog park. City staff recommends approval.

Michael Ysusi, Brian Beecham and Jeri Hopkins made a presentation to the Commission outlining activities planned for opening day.

Motion:

On the motion of Mayor Meier, seconded by Commissioner Hogsett, the commission approved Leadership Class of 2017 and R-Turn to hold a grand opening celebration of the dog park on June 10, 2017 from 10 AM to 2 PM at 700 N. Park Blvd.

Aye: Caflich, Meier, Hogsett

Nay: None

- l. **Consider a request from the PRIDE Committee to beautify the northwest corner of Penn Avenue and Chestnut Street [CITIZENS/QUALITY OF LIFE SYSTEM].**

Attached is a request from Lisa Wilson, representing the Independence PRIDE Committee, to allow a beautification project at the former Town & Country site at the northwest corner of the Penn & Chestnut. The beautification project would include landscaping and possibly a bronze statue. The Park Board recommended approval of their request on May 1, 2017. Currently the Street Department is maintaining this lot. It is anticipated future maintenance will be a combined effort between the Park and Street departments' staff. City staff recommends approval.

Lisa Wilson, Independence Chamber of Commerce, addressed the Commission, discussing the various different design plans for the corner beautification.

Motion:

On the motion of Mayor Meier, seconded by Commissioner Hogsett, the commission authorized the PRIDE Committee to continue planning to beautify the northwest corner of Penn Avenue and Chestnut Street.

Aye: Caflich, Meier, Hogsett

Nay: None

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m. Consider the proposed 2018 Independence Library Budget [GOVERNMENTAL ENTITIES].

Attached is the 2018 proposed Independence Library Budget for the Commission to review as part of the budget process.

Jeri Hopkins, Library Director, and Tom Sewell, Independence Library Board member, presented the proposed budget to the Commission for consideration of their request to renew funding for 2018 of 4.764 mills and an additional \$25,000.00 for building repairs. It was noted that USD 446 did not approve the library's request of a quarter mill increase so the proposed budget would need to be adjusted to remove that increase. The Library's mill rate request will be addressed through the City's 2018 budget process.

Motion:

On the motion of Commissioner Caflisch, seconded by Commissioner Hogsett, the commission approved to continue with funding of additional \$25,000.00 for 2018 Independence Library budget.

Aye: Caflisch, Meier, Hogsett

Nay: None

n. Consider modifying stop signs between 10th Street and Penn Avenue, Oak Street to Park Street [CITIZENS].

Attached is information regarding modifying stop signs between 10th Street and Penn Avenue, Oak Street to Park Blvd. Chief Jerry Harrison will make a presentation on the suggested improvements.

The stop sign plan is attached to the minutes.

Motion:

On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission approved modifying stop signs per the plan between 10th Street and Penn Avenue, Oak Street to Park Street.

Aye: Caflisch, Meier, Hogsett

Nay: None

o. Consider establishing a potential funding source by applying for a KDHE loan for improvements to the sanitary sewer system [CITIZENS/BUSINESS & INDUSTRY/QUALITY OF LIFE SYSTEMS].

At the last meeting, a question was asked regarding whether the remaining funds not committed, approximately \$250,000, are available to borrow for

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projects relating to the sanitary sewer system. Based on the projects we have remaining; this amount of money is not sufficient for the currently planned projects:

KDHE Loan 1 (Existing)

Original Loan Amount	\$4,000,000
SE Lift Station	\$2,645,517
Birdie	\$ 290,730
Poplar	\$ 191,800
Basin 5 (Base Bid)	<u>\$ 625,000*</u>
Amount Not Committed	\$ 246,953

KDHE Loan 2 (Proposed)

Basin 5 (Alt)**	\$ 901,000
Lakeside Lift Station**	\$ 445,000
Basin 2 I/I Abatement***	<u>\$1,700,000</u>
Estimated Total	\$3,046,000

*The total costs of Basin V Base Bid are \$1,125,000 with \$625,000 from KDHE Loan and \$500,000 from CDBG.

**The engineering design has been completed and approved by KDHE for Basin 5 (Alternate) and Lakeside Lift Station.

***Estimate includes video inspection, engineering design and inspection.

KDHE has also indicated that the existing loan needs to be closed out and a new loan created. If the Commission wishes to proceed in establishing funding through the KDHE low interest revolving loan fund for the currently planned sanitary sewer projects, then it is recommended that an application be submitted and a date be set for a public hearing.

Motion:

On the motion of Mayor Meier, seconded by Commissioner Cafilisch, the commission approved setting the date of July 13, 2017 for a public hearing on the KDHE loan and authorized City staff to submit an application for the projects that are listed totaling \$3,046,000.00.

Aye: Cafilisch, Meier, Hogsett

Nay: None

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p. Report on City Projects and other updates [CITIZENS].

1. City Board Minutes

- i. January 9, 2017 Park Board Minutes**
- ii. February 6, 2017 Park Board Minutes**
- iii. March 6, 2017 Park Board Minutes**
- iv. February 28, 2017 IHPRC Minutes**
- v. April 19, 2017 Recreation Commission Minutes**

2. Report on bids being received on June 8, 2017 for the KLINK project US 75/Penn Avenue from Chestnut Street to Oak Street.

Bids are being received on June 8, 2017 at 2 PM for the KLINK project on US 75/Penn Avenue from Chestnut to Oak. The bid packet is available on the City's website. As advised at a meeting earlier this year, the City was advised that this project needed to go out for bid for this construction season or risk losing this grant. It is anticipated that awarding the bid for this project will be on the June 22, 2017 agenda.

3. Update on Penn Avenue repairs, south of Laurel Street.

According to Shawn Turner with TranSystems, the area will be striped this week. They are also working on resetting the bricks in the corners. It appears that someone has taken some brick. They are going to finish the northeast quad and the ramp across Penn from the west, then figure out how many additional brick they will need to order to finish the approach to the ramp on Laurel Street on the northwest quad. Outside of that they are looking at opening the street this week, but keeping the northwest quad of sidewalk closed.

4. Grant awarded for Jet-A Self-Serve Fuel project at the airport.

Kelly Passauer updated the Commission on the purpose and scope of the project that will provide jet customers self-serve fueling during non-business hours. This will not only serve the airport's customers' needs but also will help generate additional income and reduce staff time on afterhours call outs for fueling. The project is set to begin in 2018.

5. City emergency shelters for severe weather season.

With the severe weather season underway in the area, Kelly Passauer wanted to remind the community of the locations of emergency shelters within the City as follows:

- Montgomery County Judicial Center – 300 E Main
- Independence High School gym – 1301 N 10th

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- Independence Civic Center – 410 N Penn
- Independence Temporary City Hall – 811 W Laurel

Commissioner Comments:

- Commissioner Hogsett ask David Cowan for an update on inspections of downtown buildings. Cowan said that April Nutt, Independence Housing Authority Director, sent out initial letters and the City received some responses back. There have been no additional registrations of vacant buildings. The Building Inspector is beginning to contact owners to setup inspections which should start in June. Thus far only 5-10 buildings have been inspected with no major issues reported.
- Mayor Meier wanted again say how excited the Commission is to have Craig Whitehead as the new City Manager. He said that he brings a lot of skills that the Commission was looking for such as strategic planning and priority-based budgeting and he really believes in the continuous improvement process in management. The Mayor went on to state that there were a lot of positive approvals tonight for the community. He ask that the community to have open hearts and open minds, knowing that we are not always going to agree but we can respectfully disagree. He hopes that this gives us an opportunity to move forward.

Public Concerns:

There were no Public Concerns for this meeting.

Executive Session:

There were no Executive Sessions for this meeting.

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Adjournment

Motion:

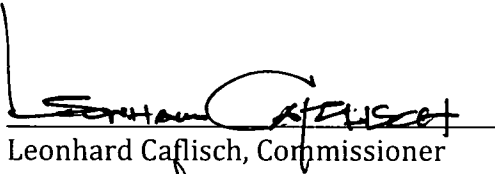
On the motion of Commissioner Hogsett, seconded by Commissioner Caflisch, the commission adjourned the meeting.

Aye: Caflisch, Meier, Hogsett

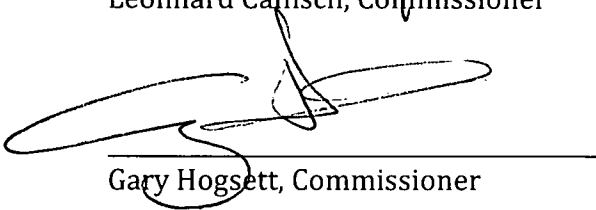
Nay: None



Fred Meier, Mayor

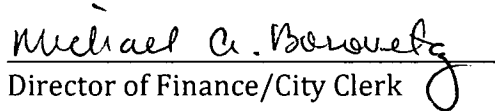


Leonhard Caflisch, Commissioner



Gary Hogsett, Commissioner

Attest:



Director of Finance/City Clerk