

NEW COUNCIL ORIENTATION AND REGULAR COUNCIL MEETING

January 16, 2018

CITY HALL

121 S. MERIDIAN

Mayor Dove called the meeting for Council Orientation to order at 6:00 p.m. with the following members present: Dale Kerstetter, Ray Strunk, Gina Gregory, Brendan McGettigan, Marci Maschino, Matt Stamm, Ben Anderson and Paul Davis.

Members Absent: None

Staff Present: Lloyd Newman, Police Chief
Neal Owings, Parks and Public Buildings Director
Ryan Shrack, Community Development Director
Josh Golka, City Engineer
Barry Arbuckle, City Attorney
Scott Hildebrand, City Administrator
Kristi Carrithers, City Clerk

Press present: The Ark Valley News

COUNCIL ORIENTATION SESSION

Mayor Dove and Administrator Hildebrand discussed the role of City Councilmembers, especially with staff, citizens and each other.

Arbuckle talked about his role as City Attorney. He represents the City, not the citizens, or the staff. Arbuckle also discussed the Kansas Open Records Act and the Kansas Open Meetings Act. Reminded Council that they must abide by the limitations placed on them when discussing City business. Reminded them that with the exception of executive session, which can only be used for limited reasons, all business must be carried out in public meeting.

Administrator Hildebrand stated that he follows a servant leadership model. He asked that Council use the Strategic Plan when making decisions. While it will be a fluid document that changes, it will help guide the future of the City.

Mayor Dove adjourned the Council Orientation Meeting at 6:56pm Vote Yea: Unanimous. Motion carried. Regular scheduled meeting will begin at 7:00pm.

Mayor Dove called the meeting to order at 7:00 p.m. with the following members present: Dale Kerstetter, Ray Strunk, Gina Gregory, Brendan McGettigan, Marci Maschino, Matt Stamm, Ben Anderson and Paul Davis.

Members Absent: None

Staff Present: Lloyd Newman, Police Chief
Lonnie Tormey, Fire Chief
Neal Owings, Parks and Public Buildings Director
Ryan Shrack, Community Development Director
Kelley Zellner, Public Works Director
Josh Golka, City Engineer
Barry Arbuckle, City Attorney
Scott Hildebrand, City Administrator
Kristi Carrithers, City Clerk

APPROVAL OF THE AGENDA

McGettigan moved to approve the agenda as presented, seconded by Kerstetter. Vote yea: unanimous. Motion carried.

ELECTION OF COUNCIL PRESIDENT

Gregory moved to elect Marci Maschino as Council President, seconded by McGettigan. Vote Yea: Unanimous. Motion carried

ADMINISTRATION AGENDA

MINUTES – JANUARY 2, 2018 REGULAR CITY COUNCIL MEETING

Maschino noted that Ray Strunk's name was misspelled under the Council reports on page 7 of the agenda.

Gregory moved to accept the minutes of the January 2, 2018, regular City Council meeting, with the correction, seconded by Kerstetter. Vote yea: Unanimous. Motion carried.

PRESENTATIONS/PROCLAMATIONS –

FIRE DEPARTMENT PROMOTION

Hildebrand announced the promotion of Phil Tennissen to Fire Captain. Tennissen began with the City in 2004. In February 2008, he began full time with the department. Fire Chief Tormey presented to Phil Tennissen a certificate of promotion and will present his badge when it arrives.

PUBLIC FORUM –None

APPOINTMENTS - None

COMMITTEES, COMMISSIONS – None

OLD BUSINESS –

A ORDINANCE 1315-18 – ZONING CHANGES

Shrack presented to Council Ordinance 1315-18 for 2nd reading. An update to the legal description has been made to match the current Sedgwick County description. Shrack read the new description. The ordinance would change zoning classification from R-1B single family to R-2 two family residential for land addressed as 545 W. 2nd. St. Valley Center, Ks.

Kerstetter moved to adopt Ordinance 1315-18 regarding zoning district classification of certain property known as 545 W. 2nd. St. Valley Center, Ks under the authority granted by the zoning regulation of the City for 2nd reading. Stamm seconded the motion. Vote Yea: Unanimous. Motion Carried.

B 5TH STREET DISCUSSION

Hildebrand addressed Council regarding the 5th Street project. He acknowledged Councilmember Kerstetter's frustration regarding closing 5th Street twice. The first phase scheduled for 2018 would include work from the bridge to High Point. Phase 2 would extend work on to Broadway. Hildebrand requested Council allow staff to review plans and look forward 4 – 6 years at the City Capital Improvement Plan to re-evaluate and re-prioritize projects. Hildebrand proposed that a Council work session to review the C.I.P be held prior to the February 6th Regular scheduled meeting. Time to announced and posted.

NEW BUSINESS-

A REQUEST TO LOCATE SIGN ON NW CORNER OF 69TH AND MERIDIAN

Hildebrand received a request from Stacy Miles to locate a sign in the property owned by the City at 69th & Meridian. Hildebrand explained that a formal request would need to be submitted to the Planning and Zoning Board. Approval from the Council tonight would give the owners of Wag'en Tails Ranch an incentive to proceed.

Council discussion was held with concerns raised about this setting a precedent for other private businesses to place signage on City owned property as well as the benefits to promote business in Valley Center. Stamm asked about selling a portion of the lot to Stacy Miles for the purpose of installation of sign, however, Hildebrand stated that the City might in the future develop that lot.

Consensus of the Council was to explore the development of a policy in regards to all private business advertisements on City owned property prior to making a decision.

B POLICE DEPARTMENT STAFFING REQUEST

Hildebrand and Newman requested Council approve a full time patrol officer position. It would be funded with the elimination of budgeted part time positions. Newman reported that part time position must undergo extensive training and the City has to accommodate their full time jobs in regards to scheduling. A full time officer would be able to get training and on the streets to help with the over working of current officers.

Anderson moved, seconded by McGettigan to approve the a full time officer position for the police department. Vote Yea: Unanimous. Motion carried.

C PROPOSED VACATION POLICY CHANGE

Hildebrand presented to Council an updated vacation policy for City employees. He explained that the City has experienced the loss of good qualified candidates for hire, because no vacation leave is available prior to completing one full year of employment. Kerstetter stated that the current policy is horrid and feels more vacation time is needed to be competitive. Maschino agreed. Discussion was held regarding the liability of pay out of vacation upon termination. Staff was directed to contact other municipalities for their policies and to consult with Asst. City Administrator Polian and present a "richer" vacation policy at the next meeting. No action was taken.

CONSENT AGENDA

- A. APPROPRIATION ORDINANCE JANUARY 16, 2018**
- B. TREASURER'S REPORT-DECEMBER 2017**
- C. REVENUE & EXPENSE REPORT-DECEMBER 2017**
- D. CHECK RECONCILIATION-DECEMBER 2017**
- E. DELINQUENT ACCOUNTS FOR COLLECTION-OCTOBER 2017**

McGettigan moved, seconded by Maschino to approve the Consent Agenda as presented. Vote Yea: Unanimous. Motion carried.

STAFF REPORTS

COMMUNITY DEVELOPMENT DIRECTOR SHRACK

Reported that letters have been mailed regarding the Community Development Department moving to the Public Works Building in February.

A contract with SCKEDD to conduct a housing assessment has been signed. The survey will begin late January and last approximately 6 weeks. Council urged Shrack to use all means available to inform the public.

Main Street Valley Center will hold its annual meeting Thursday, January 18th at 7:00pm at City Hall. All are invited and encouraged to attend.

PARKS AND PUBLIC BUILDING DIRECTOR OWINGS

Owings reported on the structure, responsibilities, accomplishments and ongoing projects of the parks and public buildings department. Budgeted projects for 2018 include cemetery maintenance shed, dog park at Lions Park and audio/video system updates at City Hall. Long term goals include Lions Park pavilion, swimming pool repairs and park and trail development.

POLICE CHIEF NEWMAN

Newman explained that 2017 was a re-building year for the Police Department. This re-building has been accomplished with hiring qualified individuals and promoting and filling positions from within the department. He is planning on filling the open detective position this spring. With the tonight's approval of the full time position, he feels that the department will have better coverage at all times.

PUBLIC WORKS DIRECTOR ZELLNER

Zellner is excited about the positive direction from the Public Works Department and its employees. The department is very project driven and looks to solve issues in the most efficient manner possible. He realizes that the City infrastructure and wastewater treatment is a top priority to the City and its citizens.

CITY ENGINEER GOLKA

Golka explained that he is fully integrated into the City, the staff and the projects. He attends public works department meetings as well as department head meetings.

The raw water well rehab project will increase the quantity of water sold to the City of Wichita. Phase 3 of the waste water treatment plant is needed to make the structural repairs and monitoring necessary to comply with regulations.

CITY ADMINISTRATOR HILDEBRAND

Hildebrand is working with the animal league and staff on the plans for a dog park at Lions Park.

Reported that Jennifer Courtney has been hired in the position of City Treasurer. She began January 8, 2018.

GOVERNING BODY REPORTS

COUNCILMEMBER KERSTETTER

Appreciated all the reports and information shared during the orientation. It was very helpful.

COUNCIL MEMBER GREGORY

Thanked Hershel Smith and the Streets departments for the treating the streets and keeping them in such good shape during the ice storm.

COUNCIL MEMBER STAMM

Thank you for all the reports. Questioned why the City was open on Dr. Martin Luther King Jr. Day. To his knowledge we were the only government agency open.

COUNCIL MEMBER DAVIS.

Thanked PW Director Zellner for the time and tour of the public works department.

Davis moved to adjourn, second by Anderson. Vote Yea: Unanimous.

ADJOURN -

Meeting adjourned at 8:30 PM.

Kristi Carrithers, City Clerk