

COUNCIL WORK SESSION FOR CIP AND REGULAR COUNCIL MEETING  
February 6, 2018  
CITY HALL  
121 S. MERIDIAN

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

Members Absent: Ray Strunk

Staff Present: Lloyd Newman, Police Chief  
Neal Owings, Parks and Public Buildings Director  
Ryan Shrack, Community Development Director  
Kelley Zellner, Public Works Director  
Kristine Polian, Assistant City Administrator  
Josh Golka, City Engineer  
Scott Hildebrand, City Administrator  
Kristi Carrithers, City Clerk  
Jennifer Courtney, City Treasurer

Press present: The Ark Valley News

### **COUNCIL WORK SESSION**

Administrator Hildebrand discussed the current CIP and the need to re-evaluate and prioritize projects in the future. Hildebrand divided projects by department and discussed the rationale for priority. Projects that Hildebrand presented include: paving of 5<sup>th</sup> Street from High Point to Broadway, fire engine, WWTP phase 3 improvements, waterline replacements, water tower maintenance painting, and pavement reconstruction and storm sewer on Meridian from Main to 1<sup>st</sup>.

Public Works Director Zellner reported that many of the projects identified by Hildebrand are needed to be done to avoid larger and more costly repairs in the near future. Golka stated that the timing of the projects would also benefit the City in that many upgrades can be made to the same area during construction. One example would be to replace waterlines, install storm sewer and reconstruct pavement at the same time.

Hildebrand asked for Council to study the list, and give him feedback going forward.

Anderson moved to adjourn Council work session at 6:36pm Vote Yea: Unanimous. Motion carried. Regular scheduled meeting will begin at 7:00pm.

### **REGULAR COUNCIL MEETING**

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

Members Absent: Ray Strunk

Staff Present: Kristine Polian, Assistant City Administrator  
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  
Jennifer Courtney, City Treasurer

## **APPROVAL OF THE AGENDA**

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

## **ADMINISTRATION AGENDA**

### MINUTES – JANUARY 16, 2018 REGULAR CITY COUNCIL MEETING

McGettigan moved to accept the minutes of the January 16, 2018, regular City Council meeting, seconded by Stamm. Vote yea: Unanimous. Motion carried.

### MINUTES – JANUARY 25, 2018 SPECIAL CALLED CITY COUNCIL MEETING

Maschino moved to accept the minutes of the January 25, 2018, special called City Council meeting, seconded by Anderson. Vote yea: Kerstetter, McGettigan, Maschino, Stamm, Anderson and Davis. Abstain: Gregory. Motion carried.

## **PRESENTATIONS/PROCLAMATIONS – None**

## **PUBLIC FORUM –**

Three residents address Council with concerns regarding a personnel issue and whether all procedures were properly followed.

## **APPOINTMENTS - None**

## **COMMITTEES, COMMISSIONS –**

### MINUTES – JANUARY 23, 2018 PLANNING AND ZONING BOARD MEETING

Maschino moved to accept and file the minutes of the January 23, 2018, Planning and Zoning Board meeting, seconded by Stamm. Vote yea: Unanimous. Motion carried.

## **OLD BUSINESS –**

### A PROPOSED VACATION POLICY CHANGE

Hildebrand presented to Council the proposed vacation policy. He reported that vacation leave for our employees is in line with other local municipalities. The proposed policy would accrue vacation per pay period instead of an annual accrual. It would also change the eligibility time from one year to 6 months. Discussion was held regarding shortening the eligibility time down to 3 months. Gregory inquired whether minimum usage should be 15 minutes. Council thought that 15 minutes was reasonable. She also requested that the policy is consistent in using “hours” not “days” Probation time was also discussed, but this would not shorten the probation time, it only addressed the time in which employees must wait to use leave. Consensus was too shortened that time to 3 months.

Anderson moved to approve the vacation policy with the change to hours throughout the policy and to shorten the probation to 3 months. Maschino seconded the motion. Kerstetter stated that probation should

remain 6 months but leave could be used beginning at 3 months. Anderson amended his motion that probation would remain at 6 months but available leave would begin at 3 months. Maschino seconded the amendment to the motion. Vote Yea: Unanimous. Motion carried.

#### B REQUEST TO LOCATE SIGN ON NW CORNER OF 69<sup>TH</sup> AND MERIDIAN

Hildebrand requested Council discuss the request regarding the installation of sign in the property owned by the City at 69<sup>th</sup> & Meridian. Shrack explained that Wag'en Tails Ranch would need to apply for a permit which would be reviewed and approved by City staff. Council debated the need to support local business but some expressed concern that this would set precedence.

Anderson moved, seconded by McGettigan to approve the placement of sign for Wag'en Tails located on NW corner of 69<sup>th</sup> and Meridian. Vote Yea: Kerstetter, McGettigan, Anderson and Davis. Opposed: Gregory, Maschino and Stamm. Motion carried.

#### C HILLSIDE CEMETERY DISCUSSION

A letter from Representative Steve Huebert was distributed. The State Legislator is trying to pass a bill, however the wording and sunset of the tax is still being worked on. Kerstetter stated that the tax should not go more than 2 -3 years. Anderson reported that he has talked with Senator McGinn and she said they are working on it and to please be patient as the bill is drafted.

No action taken.

#### **NEW BUSINESS-**

##### A AUDIO VISUAL PROPOSAL

Tim Pile with PEC presented a bid for installation of upgraded audio visual equipment in the Council Room at City Hall. Some of the upgrades include, new projector, larger TV, video matrix and volume controls. Maschino questioned whether the expense was justified. McGettigan stated that he knows some people cannot hear all discussion at the meetings. Polian stated that \$30,000 for the project is already in the budget and the remaining balance would be paid with equipment reserve funds.

Anderson moved, seconded by McGettigan to approve proposal for installation of audio/visual upgrades to City Hall. Vote Yea: Gregory, McGettigan, Stamm, Anderson and Davis. Opposed: Kerstetter and Maschino. Motion carried.

##### B 5<sup>TH</sup> STREET DISCUSSION

A proposal to proceed with construction on 5<sup>th</sup> street from High Point to Broadway was presented and discussed.

Anderson moved, seconded by Stamm to proceed with construction on 5<sup>th</sup> Street from High Point to Broadway, to be scheduled in conjunction with the current project on 5<sup>th</sup> Street from the Bridge to High Point.

Kerstetter asked Golka about estimated life spans of each section, regarding concrete vs asphalt. Polian stated that \$500,000.00 is budgeted in the current CIP and the remaining would be in the 2020-2021 CIP. Vote Yea: Unanimous. Motion carried.

##### C ORDINANCE 1316-18; CONNECTION FEES-1<sup>ST</sup> READING

Hildebrand recommended Council consider approval of Ordinance 1316-18, regarding connection fees. Current code requires new Ordinance any time a change in fees is needed. This Ordinance would allow fees to be set by Resolution.

Maschino moved, seconded by McGettigan to approve Ordinance 1316-18 amending the provisions of the Valley Center Code Book regarding Connection Fees for 1<sup>st</sup> Reading. Vote Yea: Unanimous. Motion carried.

D ORDINANCE 1317-18; CROSS-CONNECTION OF WATER-1<sup>ST</sup> READING

Ordinance 1317-18 would update terminology and verbiage of current Ordinance regarding cross-connections of water. Anderson inquired whether we currently test sprinklers for back flow into our system. Staff stated that they believe we are, but will verify prior to 2<sup>nd</sup> reading.

Anderson moved, seconded by Stamm to approve Ordinance 1317-18 amending the provisions of the Valley Center Code Book regarding the protection of public potable water supply and to prohibit and eliminate all cross-connections within the system for 1<sup>st</sup> Reading. Vote Yea: Unanimous. Motion carried

E LIGHTED CROSSWALK REQUEST

Hildebrand stated that School Superintendent Gibson had requested the installation of lighted crosswalk signals be placed near West and Wheatland Elementary and on North Meridian and 7<sup>th</sup>. Anderson stated that the intersection of 5<sup>th</sup> and Interurban also should be a priority. Council discussed the need for more information/study and whether the school district could help with costs.

No action taken.

**CONSENT AGENDA**

**A. APPROPRIATION ORDINANCE FEBRUARY 6, 2018**

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

**STAFF REPORTS**

FIRE CHIEF TORMEY

Tormey reported that the department has applied for a grant to purchase Jaws of Life equipment.

COMMUNITY DEVELOPMENT DIRECTOR SHRACK

Reported that the Community Development Department has officially moved to the Public Works Building. His email and phone extension will remain the same.

A booth promoting Valley Center will be at the Wichita Area Builders Home Show this weekend.

The Economic Development Board will meet Thursday, February 15, 2018

PUBLIC WORKS DIRECTOR ZELLNER

The small building at the transfer station has been painted.

Maschino inquired about repairs to the SE corner of Main and Emporia. Zellner reported that it is out for bids.

CITY ADMINISTRATOR HILDEBRAND

Hildebrand would like Council to rank their priorities regarding the CIP and give him input.

The Wichita Area Builders Home Show is Feb. 8-11<sup>th</sup>. Volunteers are still needed to work in the booth the weekend.

**GOVERNING BODY REPORTS**

COUNCIL MEMBER GREGORY

Thanked the Streets departments for the treating the streets.

COUNCIL MEMBER DAVIS.

Thanked Parks and Public Building Director Owings for the tour of the public areas of the City.

Stamm moved to adjourn, second by Maschino. Vote Yea: Unanimous.

**ADJOURN -**

**Meeting adjourned at 8:05 PM.**

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**Kristi Carrithers, City Clerk**