

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, MARCH 6, 2017**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, March 6, 2017. Mayor Gregory called the meeting to order at 7:00 p.m. Councilmember Torske provided the invocation. Council members present were Joe Torske, Enrique Ramirez, Larry Zimmerman, Chris Hahn and Todd Wentz.

Also present were: Brian Silcott, City Administrator; Justin Constantino, Assistant to City Administrator; Tim Johnson, Community Development Director; Teri Laymon, City Clerk; Lance Beagley, Police Lieutenant; and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Torske* moved to approve the agenda. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

None

USD BOND ISSUE PRESENTATION

Mayor Gregory introduced Dr. Justin B. Henry, Superintendent of Goddard School District; Jennifer Barber, Ryan Jilka, and Jason Purdy, co-chairs of the Goddard Public Schools Capital Planning Initiative; and Matt Hamm of Schafer Johnson Cox Frey (SJCF) Architecture.

Jason Purdy provided information on an upcoming bond issue that will be voted on by the public April 25, 2017. Purdy added that the drivers of the bond issue are safety and security of the students in the school district. Purdy explained that the bond issue would provide funds for constructing FEMA rated storm shelters for 9 out of 12 schools that do not have sufficient shelters and intruder prevention door locks for every classroom door in the district to help keep all USD 254 students secure.

Purdy distributed a list of all of the projects proposed in the School District. Purdy stated the bond would help each school be safe and secure for \$1.82 a month on a home valued at 100,000.

NOMINATION TO LIBRARY BOARD

Marcey Gregory nominated Frank Petsche to the Library Board.

MOTION: Councilmember *Wentz* moved to approve the nomination of Frank Petsche to the Library Board. Councilmember *Torske* seconded the motion. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Teri Laymon, City Clerk presented the following to the City Council for approval:

Minutes of the Regular Meeting of the City Council dated February 21, 2017; and an Accounts Payable list dated February 23, 2017 for \$ 390,071.23.

MOTION: Councilmember *Torske* moved to approve the consent agenda. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

SOLID WASTE UTILITY DISCUSSION

Justin Constantino presented a timetable laying out the steps involved in the process of creating a single-hauler solid waste utility. Constantino explained that it would take roughly two years before the city is able to commence with organized solid waste collection services.

Constantino stated to proceed with further developing a solid waste utility, the Council should direct staff to create a resolution of intent to create a single-provider solid waste and recycling utility.

It was the consensus of the Governing Body to direct staff to create a resolution of intent.

EXECUTIVE RECRUITER SELECTION

Brian Silcott presented two proposals for selection of an Executive Recruiter for the advertisement and hiring of a Chief of Police. Two of the leading recruitment firms were contacted for RFPs; Springsted Waters (formerly the Waters Group) “S/W” and Strategic Government Resources “SGR”.

Highlights of both submissions include the following:

- Recruitment is national with a focus on a regional multi-state area.
- Recorded interviews of semi-finalists to provide additional insights beyond paper qualifications. This will aid in streamlining the identification of finalists.
- Perform a management style analysis to ensure a proper fit of the selected candidate.

	<u>SGR</u>	<u>S/W</u>
Professional Fee	\$18,500	\$19,500
Max. Reimbursable	\$8,500	\$5,000
Total	\$27,000	\$24,500
Optional Service	\$4,000	\$1,650
Total w/ Option	\$31,000	\$26,150

MOTION: Councilmember *Torske* moved to approve the proposal from Springsted Waters for the advertisement and hiring of a Chief of Police.. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

REVIEW AND COMMENT ON CODE AMENDMENT – WIRELESS ELECTRIC FENCES

Brian Silcott presented proposed amendments, crafted by City legal staff, to the municipal code to account for the changes in technology that enable the use of wireless/invisible pet fences, while also providing a measure of peace of mind and security for area residents.

2-222 Electronic Fences

- (a) A dog will not be considered “at-large” for purposes of 2-101(d) and 2-211 if it is confined to the residential property of its owner or harbored by an electronic fence in accordance with this ordinance.
- (b) An electronic fence is any pet containment system that controls the movement of a dog by emitting a tone or electrical shock through a collar worn by the dog when the dog nears buried wires or cables that mark the boundaries of the confined area.
- (c) The boundaries of an electronic fence shall not be any closer than 10 feet away from a public sidewalk or right of way, and not closer than 2 feet away from an adjacent private property.
- (d) The property where an electronic fence is utilized must be clearly and prominently marked to indicate that a dog is confined to the property by an electronic fence.
- (e) A dog shall not be confined by an electronic fence in the front yard of any property.
- (f) A dog shall not be confined by an electronic fence unless it is neutered or spayed.
- (g) Any dog found to be at-large while being restrained by an electronic fence shall no longer be allowed to be restrained in such manner.
- (h) A permit must be obtained from the City of Goddard prior to the use of an electronic fence to confine or restrain a dog. The fee for such a permit shall be as adopted by the City Council by resolution. The permit shall not be transferable and may be revoked for failure to comply with the requirements of this ordinance.

This code does not affect the City’s ability to determine that an animal is vicious or dangers as defined in Chapter II Article 3 of the municipal code.

Staff anticipates presenting the desired amendments to the municipal code at the March 20 regular meeting.

It was the consensus of the Governing Body to amend the code by the adoption of an ordinance.

AUTHORIZE PURCHASE/LEASE OF POSTAGE MACHINE

Teri Laymon, City Clerk stated the City purchased a Hasler Postage machine in 2006 from Midwest Single Source and pays a maintenance agreement on the machine to Neopost. Midwest Single Source has notified us that the machine was discontinued from production a while back and because of that,

Neopost has declared that it will be termed as obsolete and no longer supported. This also means that parts needed for repair will become nearly impossible to find.

Midwest Single Source proposed a 5-year rental of a similar model for \$80.97 per month, which covers a lease/maintenance agreement along with the meter rental.

FP Mailing Solutions has offered a 3-year lease for \$52.00 per month. If something goes wrong with the machine, they simply send a new machine and include packaging to the return of the old one. In connecting with other City Clerks, two have recommended doing business with FP Mailing Solutions and said have no issues with them.

Stamps.com offers software and a scale that allows the printing of postage from your printer for a meter fee of \$37.49 per month; however, you still need to purchase the scale and pay for printing labels and the ink for your printer. Staff feels that this would be cumbersome, as all the departments would need to rely on one individual to do all the printing.

MOTION: Councilmember *Hahn* moved to approve a contract with FP Mailing Solutions for a 3-year lease for \$52.00 per month. Councilmember *Torske* seconded the motion. The motion carried unanimously.

AUTHORIZE PURCHASE OF WASTEWATER UV LAMPS FOR PERMIT COMPLIANCE

Justin Constantino presented a request for the purchase of 20 UV lamps and their corresponding wiper rings and sensor brushes from Xylem Water Solutions USA, Inc. of Charlotte, North Carolina in the amount not to exceed \$6,120.00. The proposed purchase will be made from the sewer utility fund, line item 30-860-7220.

The purchase of UV bulbs and their corresponding replacement parts have been included in the Wastewater Treatment Facility equipment replacement plan developed by Wastewater Treatment Operator Rodney Talcott and have been identified in the FY17 budget.

MOTION: Councilmember *Torske* moved to purchase the UV bulbs and their corresponding replacement parts as presented. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

CITY ADMINISTRATOR'S REPORT

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the March 6th Regular City Council Meeting
Date: March 6, 2017

Below is a brief update on projects and future agenda items for the City.

STAR Bond Project: We hope to have a firm announcement the first full week of April. I am very optimistic and excited for this project to commence.

US-54/400/Kellogg Traffic Impact Study: There is nothing new to report on the study or the possible funding of the Kellogg & Barber intersection project. As previously reported previous reports, the City

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has received notification from KDOI that the Kellogg & Barber intersection has been selected for funding. This intersection would serve as direct access from Kellogg into the SIAR Bond project site. The State's award is to fund 100% of the project cost. The City is not obligated to participate and project authorization forms, including specific scope and funding details are pending. Once these items are received, the project will be presented as a future agenda item.

Citywide Clean-Up: The annual citywide clean-up and area wide Neighbors United clean-up is scheduled for Saturday, April 22. The same procedure as last year will occur again with this spring clean-up. City staff will be providing support and dumpsters at the City yard.

Goddard Gathering: April is "jazz appreciation" month and following up on last year's successful Goddard Gathering of Jazz in the Park with the Goddard & Eisenhower High School Jazz Bands, we are working to try to piggy-back on the Neighbors United clean-up. It is our hope that this event will serve as a night-cap for the community's hard work throughout the day. More information will be presented as it is known but for now, tentatively reserve Saturday, April 22 from 6 pm to 8 pm in Linear Park for "Jazz in the Park".

Planning Commission: The next planning commission meeting that will be at 7pm on Monday, March 10. Agenda items include approval of the September 12, 2016 meeting minutes; a review of the powers & duties of Kansas Planning Commissions by Community Development Director, and former Hugo Wall School adjunct instructor of Planning & Development Tim Johnson; a city update by the Director; and an update on the 2017-2021 CIP.

Water Storage Tank Items: Assistant to the City Administrator, Justin Constantino presented a request for RFPs on the and a water tower cleaning and exterior painting at the March 20th regular meeting.

Public Works Truck: Staff will present a request to solicit bids for the budgeted purchase of the 2017 public works 1-ton heavy-duty work truck in April. The 2017 equipment reserve fund budget contains this item.

2018-19 Operating Budget: Starting in March, the City Treasurer have begun draft budget work, focusing on the regional & local financial outlook and strategic budget priorities. Departments will begin fine tuning budget needs in late April with water and sewer utility budgets being presented at the May 15 regular meeting. It is staff's goal to have all items finalized by the July 3rd regular meeting and the 2018 budget hearing scheduled for the July 17th regular meeting.

2017 Street Maintenance RFP Authorization: At the March 20 regular meeting, staff will present the streets scheduled for repair as part of the annual \$200,000 pavement preservation program. This program does not include full street rebuilds as those require funds in excess of \$200,000 and are historically funded through use of the local one-cent sales tax money and/or a combination of debt service.

False Alarm & Address Ordinances: Also at the March 20 regular meeting, staff will present ordinances for review and comment giving residential and commercial alarm customers a simplified three strikes

per year before fines are assessed. Additionally, staff will present a draft ordinance for discussion on requiring homes and businesses to have address numbering clearly visible from the street.

Splash Pad & Pavilion Update: Splash RFP should be released later this week, with the pre-bid meeting planned for March 14 at City Hall. The Pavilion project is progressing through the design phase.

Respectfully Submitted,

Brian

Brian W. Silcott,
City Administrator

GOVERNING BODY COMMENTS

Councilmember Torske commented on the St. Jude Dream Home giveaway and said he would like to see one built here in Goddard.

Councilmember Torske asked about the progress of the proposed sidewalk on 183rd Street West. Brian Silcott said the project is in the Capital Improvement Plan for design this year and construction next year.

Councilmember Torske asked if the City has a listing of sprinkler systems providers that install backflow devices on the City website.

Councilmember Zimmerman asked if the storm shelter is cleaned up and ready for tornado season. Brian Silcott said it is ready and in the case of a tornado watch, the shelter will be unlocked.

Mayor Gregory announced that there will be Sedgwick County Association of Cities (SCAC) meeting on the 11th but said she will not be able to attend.

Mayor Gregory announced that there would be a clergy luncheon on the March 16 at the Community Center. The Goddard Women's Club will provide food for the event.

ADJOURNMENT

MOTION: Councilmember **Ramirez** moved to adjourn the regular City Council Meeting. Councilmember **Wentz** seconded the motion. The motion carried unanimously.

Meeting adjourned at 8:02 p.m.
Teri Laymon, City Clerk