

City of Hays  
City Commission  
Work Session Notes  
March 21, 2013

Present: Kent Steward, Henry Schwaller IV, Ron Mellick, John Bird, Toby Dougherty

Absent: Troy Hickman, Eber Phelps

**Workers' Compensation Insurance**

At the March 14, 2013 Commission meeting, discussion was held about renewing the City's workers' compensation insurance with our current carrier Berkshire-Hathaway for an annual premium of \$193,101.00. It was decided to delay making a decision at that meeting so that more thought could be given to rejoining the League of Kansas Municipalities (LKM) in order to take advantage of Kansas Municipal Insurance Trust (KMIT) workers' compensation insurance.

Erin Giebler, Human Resource Coordinator, reported that KMIT workers' compensation insurance would cost the City \$164,535.00 annually; however to be eligible for KMIT, the City must be a member of the LKM, which would cost \$9,351.25 for membership fees, resulting in a total cost savings of \$19,214.75. It was staff's recommendation to rejoin the LKM and accept KMIT's bid.

The Commissioners will be requested to approve rejoining the League and accepting KMIT's bid at the March 28, 2013 Commission meeting.

**Former Hays Shooting Range Remediation – Informational Update**

The State of Kansas, Ellis County, and the City of Hays partnered in the remediation of lead contamination at the former Hays Shooting Range located at 1116 Vineyard Road. Approximately 210 CY of lead contaminated soil and hazardous waste were removed from the site. 170 CY of the contaminated soil was transported to the Hays Sportsmen's Club and used to build up the Rifle Range Berm. 30 CY of hazardous waste was transported to a licensed

hazardous waste disposal facility in Oklahoma. On-site borrow material was used to restore the site.

As required by the agreement with the Kansas Department of Health and Environment (KDHE), Geotechnical Services, Inc. produced a Removal Action Report for the City to submit to KDHE documenting the remediation activities. While KDHE has yet to formally close the file on the former Shooting Range site, they are expected to classify the site as “Resolved” based on the successful completion of the removal action.

### **Fort Hays Municipal Golf Course Mower Purchase**

The 2013 Budget set aside an amount of \$43,500 for the purchase of a new zero turn, articulating mower for the Fort Hays Municipal Golf Course. Van Wall Equipment submitted the low bid of \$34,689.

The Commissioners will be requested to approve the bid submitted by Van Wall Equipment at the March 28, 2013 Commission meeting.

### **City Hall Public Restroom Renovations**

Bids were taken to renovate and modernize the public restrooms in City Hall, which are almost 40 years old. The project includes gutting both restrooms, expanding the men’s restroom, adding ductwork and fans, installing energy efficient LED lighting, high efficiency hand dryers, and replacing the toilets with low-flow units. The sinks will incorporate automatic water and soap dispensers. Karst Construction submitted the low bid of \$34,000.

Commissioner Schwaller understands that the renovation is long overdue, but he cannot support spending that much money on a public restroom. He would not mind replacing the water fixtures.

The Commissioners will be requested to consider approval of the project and the bid at the March 28, 2013 Commission meeting.

### **Comprehensive Financial Management Policy Review – 2012**

Finance Director Kim Rupp presented the annual Comprehensive Financial Management Policy Review for 2012 to the Commissioners. The Policy consists of the following 13 categories:

Fund Balance and Reserves	Budgeting
Revenues	Capital Improvement Program/Fixed Assets
Debt Management	Cash Management/Investment
Enterprise Fund Management	Accounting/Auditing/Financial Reporting
Risk Management	Procurement
Intergovernmental Revenues	Economic Development
Policy Review	

**Outside Agencies – City of Hays Funds Recognition Policy**

At Commissioner Schwaller's request, discussion was held about implementing a policy of requiring outside agencies who receive city funding to publicly note where the funds came from. Staff will develop a policy for the Commissioners' consideration at a future work session.

The work session was adjourned at 7:25 p.m.

Submitted by: \_\_\_\_\_

Doris Wing – City Clerk