

MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON NOVEMBER 26, 2013

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Tuesday, November 26, 2013 at 6:30 p.m.

Roll Call: Present: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

Absent: Henry Schwaller IV

Chairperson Steward declared that a quorum was present and called the meeting to order.

2. MINUTES: There were no corrections or additions to the minutes of the regular session held on November 14, 2013; the minutes stand approved as presented.

3. FINANCIAL STATEMENT: Finance Director Kim Rupp reported month-to-date general fund sales tax collections were at \$650,165 which is just \$1,826 or .28% ahead as compared to last year. The year-to-date general fund sales tax collections are up \$34,661 or .57%. The six month running average on general fund sales tax collections is up slightly at .52%.

The Finance/City Clerk's Office invested \$4,200,000 of maturing or renewing certificates with a weighted average interest rate of .18%. The portfolio of certificates of deposit on October 31, 2013 totaled \$53,000,000 with a weighted average interest rate of .23%. The total balance of the Money Market account on October 31, 2013 was \$800,000 with a current yield of .20%. Total investments are up \$4,750,000 when compared to this time last year.

Ron Mellick moved, Eber Phelps seconded, that the Financial Statement for the month of October, 2013 be approved.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

4. CITIZEN COMMENTS: There were no comments.

5. CONSENT AGENDA: Eber Phelps moved, Shaun Musil seconded, that the following Consent Agenda item be approved:

Business Resolution AR-02, Series 2013, being a resolution expressing appreciation to Abbey Gonzalez who assumed ownership of the previous Roxie's Hair Designs & Tanning Salon, 705 Fort Street, now Lulu's Hair & Tanning Salon.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

NEW BUSINESS

6. GOLDEN BELT ESTATES 5TH ADDITION ENGINEERING SERVICES AGREEMENT (DANBY LANE AND JAGGER COURT): Western Plains Service Corporation has petitioned the City for street, storm sewer, water, and sanitary sewer improvements to an area containing 34 lots within Blocks 1 and 2 of the Golden Belt Estates 5th Addition. Ruder Engineering and Surveying, L.L.C. has now prepared a contract for engineering services to include engineering design, contractor solicitation, construction engineering, and warranty inspection. The contract is for a not to exceed amount of \$49,400.

Eber Phelps moved, Shaun Musil seconded, to approve the Engineering Services Agreement with Ruder Engineering & Surveying, LLC for an amount not

to exceed \$49,400 for the development of Blocks 1 and 2, Golden Belt Estates 5th Addition.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

7. PUBLIC WORKS BUILDING REMODEL – AWARD OF BID: Bids have been received for the remodel of the Public Works building. The low bid is from Paul-Wertenberger Construction, Inc. in the amount of \$58,800. The work included in this bid, is for Phase II of the remodeling of the Public Works building, which is key to meeting the long term operational goals of both the Public Works and Utilities Departments. Phase I was completed in-house earlier this year.

Shaun Musil moved, Ron Mellick seconded, to accept the bid from Paul-Wertenberger Construction Inc. in the amount of \$58,800 to be funded in equal proportions from Public Works General Administration, Stormwater, and Water Conservation Funds.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

8. REQUEST FOR PROPOSALS (RFP) FOR HAYS REGIONAL AIRPORT ENVIRONMENTAL ASSESSMENT: The Hays Regional Airport's commercial service is subsidized under the US Department of Transportation Essential Air Service (EAS) Program and currently provided by Great Lakes Airlines consisting of 32 flights per week to and from Denver utilizing a 19 passenger Beach 1900 Turboprop aircraft. EAS contracts are for a two year period and the next round of EAS bids for Hays are due December 2, 2013. The City of Hays anticipates bids that may involve turbojet aircraft (regional jet service), which would trigger the need for an environmental assessment for first time jet service. Therefore, staff solicited proposals from firms specializing in environmental assessments of this

type and four proposals were received. The low bid came from Jviation, Denver, Colorado and Overland Park, Kansas with a bid of \$29,000.

Eber Phelps moved, Ron Mellick seconded, that the City Manager be authorized to enter an agreement with Jviation to perform an environment assessment for first time scheduled jet service in the amount of \$29,000 to be funded from City Commission Financial Policy Projects Fund.

Vote: Ayes: Kent Steward

Eber Phelps

Shaun Musil

Ron Mellick

9. CITY EMPLOYEE HEALTH INSURANCE FOR 2014:

The City of Hays received Blue Cross Blue Shield (BCBS) of Kansas' renewal rates for 2014. The renewal includes an increase of 23%. The increased premiums are the result of higher claims in 2012 and 2013. The City went out for bids and Coventry Health Care came back with a fully-insured plan comparable to our current Traditional Plan at a .77% decrease from 2013 rates. Staff recommends Coventry Health Care as the 2014 provider offering a single option fully-insured plan comparable to our current Traditional Plan.

Ron Mellick moved, Shaun Musil seconded, to authorize the City Manager to sign the 2014 Coventry Health Care Plan contract in the estimated premium amount of \$1,567,000 to provide health insurance for City of Hays employees paid for out of the Employee Benefit Levy Fund.

Vote: Ayes: Kent Steward

Eber Phelps

Shaun Musil

Ron Mellick

10. SHORT-TERM DISABILITY INSURANCE FOR 2014: The City has provided Short-Term Disability insurance to all full-time City employees since 2006. This is paid in full by the City of Hays. Each year the City, through Freedom Claims, goes out for bids to find the most competitive rate possible. This year the City received four bids. The lowest bid is Aetna at \$0.333/\$10, an

estimated annual cost of \$43,655. This price is only valid if the City approves Coventry Health Care as the City's health insurance provider for 2014 as this is a packaged price. The rate is guaranteed for two years.

Shaun Musil moved, Eber Phelps seconded, to authorize the City Manager to complete an application applying for Short-Term Disability insurance with Aetna with the estimated premium amount of \$43,655 paid for out of the Employee Benefit Levy Fund.

Vote: Ayes: Kent Steward

Eber Phelps

Shaun Musil

Ron Mellick

11. PROGRESS REPORT: Assistant Director of Public Works John Braun reported a recent award of excellence received at the Hays Regional Airport - Part 139 Certification.

Assistant City Manager Paul Briseno reported on various city related events, activities and projects.

12. REPORT OF THE CITY MANAGER: The City Manager had no additional items to report.

13. COMMISSION INQUIRIES AND COMMENTS: Commissioner Mellick observed a water line break on Vine Street and thanked the Utilities workers for their hard work. He also wished everyone a happy and safe Thanksgiving.

Commissioner Musil wished everyone happy Thanksgiving and safe travels.

Commissioner Phelps mentioned he was recently elected to the Economic Development Committee and the Ellis County Extension Board.

14. EXECUTIVE SESSION: Ron Mellick moved, Eber Phelps seconded, that the Governing Body recess to executive session at 7:20 p.m. for five minutes to discuss attorney-client privileged communications. The executive session included the City Commissioners, the City Manager, the Assistant City Manager, and the City Attorney. K.S.A. 75-4319 authorizes the use of executive session to discuss the topics stated in the motion.

Vote: Ayes: Kent Steward
Eber Phelps
Shaun Musil
Ron Mellick

No action was taken during executive session.

The meeting adjourned at 7:25 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk