

MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON JULY 25, 2002

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Thursday, July 25, 2002 at 7:30 p.m.

Roll Call: Present: Henry Schwaller IV
Troy Hickman
Sunell Koerner
Dick Bedard
Larry Schmidt

Mayor Schwaller declared that a quorum was present and called the meeting to order.

2. MINUTES: Troy Hickman moved, Dick Bedard seconded, that the minutes of the regular meeting held on July 11, 2002, be approved.

Vote: Ayes: Henry Schwaller IV
Troy Hickman
Sunell Koerner
Dick Bedard
Larry Schmidt

3. FINANCIAL STATEMENT: City Clerk Susie Berger reported that sales tax receipts are \$73,450 higher for the first six months of 2002 compared to the same time period last year.

Mayor Schwaller noted that water sales are also approximately \$70,000 higher this year and water penalties are double what they were in 2001.

Troy Hickman moved, Dick Bedard seconded, that the Financial Statement for June 2002 be approved.

Vote: Ayes: Henry Schwaller IV
Troy Hickman
Sunell Koerner

Dick Bedard

Larry Schmidt

4. CITIZEN COMMENTS: John Heinrichs, chairman of the Ellis County Wellhead Protection Committee, and Anne Millhollen, former co-chairman, expressed concern about the elimination of the Wellfield Planning Office and the position of Wellfield Planning Manager.

Mr. Heinrichs stated he felt the functions of that office are critical to the quality of life in Hays. The function of that department is to understand our water resources and have a detailed knowledge of the water aquifer and the legal and environmental aspects that relate to water, along with water conservation and protection. He urged the Commission to reconsider their decision to eliminate this department.

Mrs. Millhollen stated she felt it was important to keep one person focused on water issues that are so vital.

Kaylene Zimmer and Nathan Staab, students at Fort Hays State University, urged the Commission to restore full funding of the Hays City Silver Award to the Fort Hays State Scholarship Program. The 2003 funding for the program was reduced by \$25,000.

5. CONSENT ITEMS: Troy Hickman moved, Sunell Koerner seconded, that a Cereal Malt Beverage License for Cerv's Conoco and Convenience, 2722 Hall Street, be approved.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

NEW BUSINESS

6. AIRPORT TAXIWAY EXTENSION: Airport Manager Terry Urban stated the 2002 Airport Budget has \$20,000 budgeted for taxiway extension, which will

allow room for two or three additional hangars to be built. This taxiway extension will provide those hangars with access to the apron area.

Bids for the extension were received from the following:

APAC	\$18,592.40
Hays, Kansas	
Bryant & Bryant	17,060.00
Halstead, Kansas	

The engineer's estimate is \$19,560.00. Staff recommended the bid from Bryant and Bryant be accepted.

Dick Bedard moved, Sunell Koerner seconded, that the bid from Bryant and Bryant, Halstead, Kansas, in the amount of \$17,060.00, be accepted.

Vote: Ayes: Henry Schwaller IV
Troy Hickman
Sunell Koerner
Dick Bedard
Larry Schmidt

7. 2003 CIP ENGINEER SELECTION: City Manager Randy Gustafson stated that a committee appointed by the Commission reviewed various proposals and are recommending a one-year contract with BG Consultants, Manhattan, Kansas for 2003 Capital Improvement Projects engineering services. He recommended that the one-year contract be approved. If a good relationship is developed with the firm, he recommended that the contract be extended without going through the Request for Proposal process.

Commissioner Schmidt stated the selection process should have involved face to face interviews. He feels it is hard to select a firm based on a written RFP. He recommended that there be a maximum of three years extension on the contract.

City Manager Gustafson stated it is his practice to do RFPs for large projects and consulting firms for each of those projects. He doesn't believe in

establishing an in-house consultant. He would not recommend any more than a three-year extension. He will reserve his recommendation for an extension until next year.

Dick Bedard moved, Troy Hickman seconded, that a one-year contract be signed with BG Consultants, Manhattan, Kansas, to provide Capital Improvement Projects engineering services for 2003.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

8. ASH STREET WATER LINE: City Manager Gustafson requested the Commission not accept the bid from APAC for an upgrade of the existing water line on Ash Street. He stated he would like to review the specifications with the engineers regarding the piping for the project. The cost of the project is approximately twice the amount of what was budgeted. The project has changed considerably from the original planning estimates that were developed several years ago. He would like to re-bid the project in the future.

Troy Hickman moved, Sunell Koerner seconded, that all bids for the Ash Street water line replacement be rejected.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

9. DSNWK ACCESS VAN: Mayor Schwaller stated Developmental Services of Northwest Kansas has requested the City of Hays to allocate additional funds for operations of the Access Van. Due to budget shortfalls, they would have to increase one-way fares from \$1.00 to \$4.00 effective July 1, 2002, which is the start of their budget year. Mayor Schwaller stated there is over \$50,000 in the Elderly Transportation Fund.

Commissioner Bedard stated he does not want to see the rates go up. This would adversely affect the elderly citizens that use that service.

Dick Bedard moved, Sunell Koerner seconded, that \$45,000 be allocated to Developmental Services of Northwest Kansas for operations of the Access Van and reflective 2002 Budget shortfalls, to be paid from the Elderly Transportation Fund.

City Manager Gustafson stated that under the agreement with DSNWK, the City would still be required to pick up any shortfall that would occur later on this year. He recommended that a letter of agreement or a memorandum of understanding with DSNWK be written that that part of the contract would be revised or considered revised with this infusion of cash. A new agreement will have to be written for 2003 regarding a City purchased van. There will no longer be any money to purchase a van; it will be a purchase of services from DSNWK. He suggested the motion and the second be amended to reflect this.

Dick Bedard amended his motion; Sunell Koerner seconded the amended motion, to include the revision of the agreement with Developmental Services regarding the dispersing of the funds in the Elderly Transportation Fund.

Commissioner Hickman stated he would abstain from voting because he is an employee of DSNWK.

The Mayor called for the vote.

Vote: Ayes: Henry Schwaller IV

Sunell Koerner

Dick Bedard

Larry Schmidt

Abstain: Troy Hickman

10. 2003 BUDGET – SET PUBLIC HEARING: Discussion was held about 2003 funding of the various agencies that are funded by human resource funds. At the work session held on July 18th, funding requests from social service and economic development agencies were reduced across the board.

Mayor Schwaller stated that over the last week he has heard from those organizations and all made good arguments to have their full funding requests restored.

City Manager Gustafson suggested that the City could continue to be as frugal as possible and if there is a good fund balance at the end of the year, funds could be added back in at the start of next year.

Commissioner Schmidt agreed. He stated the cash carry-over is not that large; one major emergency project could use up those funds.

Mayor Schwaller stated he would like to restore some of the funds. He feels it is important to fund the Fort Hays State University "Hays City Silver Award Scholarship Program" to the full \$100,000. He would like to see First Call for Help receive full funding. However, the City is in the weakest financial position the City has been in over the last eight years. To restore funding, would require about ½ mill. If the money is there in cash carry-over, he would like to fund the FHSU Scholarship Program, First Call for Help, and finally, the Downtown Hays Development Corporation (DHDC).

Commissioner Bedard stated he would like to fund DSNWK, the Scholarship Program, and DHDC at their full request. He would like to do this at the public hearing.

City Clerk Susie Berger stated the notice of hearing would be published on Sunday, July 28, 2002. If amounts are increased, they will have to be taken out of contingency funding; the mill levy cannot be increased after the notice of hearing is published.

Dick Bedard moved, Sunell Koerner seconded, that a public hearing for the 2003 Budget be held August 8, 2002.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

11. COMMISSION INFORMATIONAL MEMORANDUM: City Manager Gustafson commented on the remarks made earlier in the meeting by Mr. Heinrichs and Mrs. Millhollen about the elimination of the Wellfield Planning Office. He stated he gave a great deal of thought before eliminating that department along with the Assistant Public Works Director position. The services provided by the Wellfield Planning Office will continue to be provided by several different people within the City organization with sufficient expertise. It will not impact adversely our water quality, our conservation efforts, or our education efforts. He will continue to look at every aspect of the City operation to see that things are done better and more efficiently in a less costly manner.

12. ADD-ON ITEMS: City Manager Gustafson stated it is required of the City to renew the Disadvantaged Business Enterprise Program, which is a requirement of the Federal Aviation Agency for bidding an airport project. Essentially, this Program requires contractors bidding on projects to agree that they will hire a certain percentage of disadvantaged business enterprises. He requested the Commission approve the renewal of the Disadvantaged Business Enterprise Program.

Troy Hickman moved, Dick Bedard seconded, that the Disadvantaged Business Enterprise Program be renewed for 2002 as required by the Federal Aviation Agency.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

Troy Hickman moved, Sunell Koerner seconded, that two Cereal Malt Beverage Licenses be approved for two Mr. Quick locations, 703 Vine Street and 335 West 8th Street.

Vote: Ayes: Henry Schwaller IV

Troy Hickman

Sunell Koerner

Dick Bedard

Larry Schmidt

Thereupon the Governing Body adjourned.

Submitted by: _____

Clerk of the Board