

City Commission

Work Session Notes

November 21, 2002

Present: Troy Hickman, Sunell Koerner, Dick Bedard, Larry Schmidt, Henry Schwaller IV, John Bird, and Randy Gustafson

The consensus of the Commission is to not have a December 26, 2002 City Commission meeting. Statutorily, it is not required for a Commission to meet. There will be a work session on December 19th, followed by the regular Commission meeting on January 9, 2003.

2003 Health Insurance Coverage for City Employees:

City Manager Gustafson discussed 2003 health insurance coverage for City employees. The City has been partially self-insured for the last 13 years. For the 2003 year, the City is planning to go to a fully insured plan. Deductibles and co-insurance amounts are being raised, with prescription costs to be paid on a tier program.

Approval of the 2003 health insurance coverage will be on the November 26th agenda.

Fire Station Master Plan:

Fire Chief Gary Brown presented information relating to developing a Fire Station Master Plan for the City of Hays in cooperation with Ellis County Rural Fire Department. He recommended a plan based on the long-range needs of the City of Hays and Ellis County.

The Fire Department has established a goal to provide a four-minute fire/rescue response time to 90 percent of the City. Cooperation with Ellis County can be expanded to better serve the community in order to reach this goal. Both the City and County have needs for additional space/facilities that can be addressed by joint cooperation.

Fire Chief Brown recommended that planning for joint funding and operation of fire station housing units for the City of Hays Fire Department, Rural Fire Department and County Emergency Medical Services be initiated as earlier as possible.

The consensus of the Commission is to have the Fire Chief continue communicating with Ellis County personnel.

Fire Department Intra-Budget Transfer for Equipment Purchase:

The 2002 Budget is projected to have surplus funds in the Fire Department Salaries Account. City Manager Gustafson requested permission to use these surplus funds to purchase equipment for the Fire Department.

The Commission approved this transfer of funds and formal action will be taken at the November 26th meeting.

Contract Agreements for the Fort Hays Municipal Golf Course:

The contract agreements for the operation of the Pro-Shop and Grounds Maintenance at the Fort Hays Municipal Golf Course were discussed.

Commissioner Schwaller requested a spreadsheet showing expenses and revenue for the past few years from the operator of the Pro-Shop.

City Manager Gustafson suggested that further discussion be held at the December 5th work session.

Fixed Base Operator Bidding Information:

Bids for Fixed Base Operator will be going out for bid to be returned in December. Discussion was held on the Request for Proposal. The Airport Advisory Board will review the document also.

KDOT Contract for Signal Light Upgrades on Vine Street – 8th Street to 27th Street:

A grant has been accepted to upgrade the traffic signal lights along Vine Street from 8th Street to 27th Street. The grant is a 90/10 split with the City's share being 10%. Issuing bonds will pay the City's portion (\$33,628.80). This only covers the base bid; it does not include Opticon wiring. It would cost approximately \$10,196.63 more to install the Opticon wiring only. Staff has recommended that Opticon not be installed at this time. It may be better to wait until the City is ready for a complete Opticon system and a grant is attained that includes the cost for the whole system.

This item will be on the next agenda for approval.

Industrial Revenue Bonds, Series 2002 – EnerSys, Inc.:

Approval of an ordinance for EnerSys to issue taxable industrial revenue bonds will be on the next agenda.

DSNWK ACCESS Transportation:

A draft 2003 contract with DSNWK was reviewed.

Greenbriar Lane:

Greenbriar Lane is not in the city limits and the City does not do maintenance on the street. The street is over 20 years old and is getting closer to having major maintenance. It will require special assessments to fund any major reconstruction, sidewalks, etc.

City Manager Gustafson recommended that Greenbriar Lane be accepted as a City street.

The Commission agreed with the City Manager.

Monthly Flyers/City Works Newsletter:

It has been proposed that instead of mailing a quarterly newsletter to our water customers, that flyers be sent out at appropriate times of the year that would relate to events going on during that time period. The department wanting to get information out to the public would be responsible for compiling the flyer, i.e., Fire Department being responsible for information on Fire Prevention Month.

There were no objections from the Commission.

Discussion of City Committees:

City Manager Gustafson stated there are a lot of City committees in place that require a great deal of staff time. It is his feeling that some of these committees could be restructured or eliminated. He requested the Commissioners indicate which committees they felt should be disbanded.

Discussion was held about which committees should be disbanded.

Sidewalks at Aubel-Bickle Park:

Additional sidewalks are being considered around the roller hockey ring at Aubel-Bickle Park with an additional cost of approximately \$2,000. The Commissioners agreed with this addition. The City Manager will handle this addition through a change order to the project.

Executive Session:

City Manager Randy Gustafson requested an executive session to discuss personnel issues, negotiations, and consultation with counsel.

The work session was adjourned after the executive session.

Submitted by: _____
Clerk of the Board