

MINUTES
North Newton City Council – Regular Meeting
November 12, 2018 – 7:00 P.M.
North Newton City Hall

1. Call to Order

Mayor Braun called the meeting to order. Those present and constituting a quorum were:

COUNCIL: Gregg Dick, Paul Harder, Ron Ratzlaff, Jim Goering and Dennis Campbell

STAFF: John Torline, Danny Bisoni, Gregory Nye, Randy Jordan, Cindy Hiebert and Pat Redding

OTHERS: Grace Wild, Beth Shelton, Wendy Nugent, Fred Schroeder, Kurt Friesen, Andi Andres, Chris Riesen, Katie Schmidt, Chuck Regier and Ken Janzen

Mayor Braun added an Executive Session after agenda item #4 and added Resolution 363-18 dealing with the City Cafeteria Plan to Non-agenda items.

2. Minutes of Previous Meeting

Minutes of the October 8, 2018 regular meeting were presented.

MOTION: Ratzlaff moved, Dick seconded, to approve the October 8, 2018 minutes as presented. Motion carried unanimously.

3. Citizen Comments

No one spoke.

4. Receive Andi Andres regarding North Newton's contribution to the Kauffman Museum Kansas Day Project.

Andi Andres from Kauffman Museum thanked the city for their contributions to the Kansas Day Celebration for the past 20 years. The event is free to the public and attracted over 850 guests last year from 34 Kansas communities, five states and one US territory. This year's event is scheduled for January 26, 2019 and the theme is Collections, Collecting and Collectors. Andres requested a donation of \$1,000 for the Kansas Day Celebration at Kauffman Museum.

MOTION: Goering moved, Campbell seconded, to approve a \$1000 community development grant to the Kauffman Museum for the Celebrate Kansas Day event in January 2019. Motion carried unanimously.

4a. Mayor Braun requested going into executive session.

MOTION: Ratzlaff moved, Harder seconded, to go into executive session for a period of 15 minutes starting at 7:08 to discuss confidential data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships. Those present are Beth Shelton, Harvey County EDC, Mayor Braun, City Council, City Administrator Torline, City Attorney Nye and City Clerk Redding. Motion carried unanimously.

At 7:23 the Council returned back to regular session whereupon Mayor Braun noted that no decisions were made and no actions were taken during the Executive Session.

5. Receive Chuck Regier of Kauffman Museum for discussion on the planned North Newton Entry Way Signs Project.

Chuck Regier presented a proposal for design, drawings, construction oversight and production for entrance signs to North Newton. The proposal for these services is \$20,995. He suggested we do a design/build project rather than a competitive bid process. Regier has some contractors in mind that he would contact and after talking with each one he will come to the city with recommendations. Once a contractor is chosen the design will be finalized. Then a budget will be approved and the project would move into the production phase. Torline reported that the proposal from Regier would be covered from monies in the Capital Improvement Fund. Depending on the expense of the project the construction costs could either be paid with existing funds or could be financed in the upcoming bond issue. There was discussion about expense of the project. Regier stated he would get approximate construction costs to us as soon as he is able. Once we have that information we can decide how many signs we want installed around North Newton.

MOTION: Campbell moved, Harder seconded, to approve the proposal from Kauffman Museum for design, drawings, construction oversight and production of the entrance sign project. The cost for these services will not exceed \$20,995. Motion carried unanimously.

6. Consider an Ordinance amending sewer utility charges.

Torline reported that approximately three years ago we completed our water project which included drilling wells, laying pipeline and constructing a water tower. Shortly after that we completed our sewer project where we installed pipeline to pump our sewage to Hesston. We have experienced substantial savings with the sewer project and basically break even with the water project. We have since created a sewer reserve fund and a water reserve fund to pay for unexpected expense or required upgrades in the future. Due to the savings we are experiencing in the sewer fund, monthly transfers from the sewer fund have been deposited in both the water reserve fund and the sewer reserve fund. Torline is proposing an adjustment in sewer and water rates to more accurately represent actual revenues and expenses and also to provide a saving to our residents. Torline is recommending decreasing the sewer minimum charge from \$55.66 to \$36.00 on 300 cubic feet of monthly water consumption. This change in rates would take effect on the January 1 billing. Nye reported that Ordinance 623-18 states that future changes can be made by resolution instead of by an ordinance that requires publication in the newspaper.

MOTION: Dick moved, Ratzlaff seconded, to approve Ordinance 623-18 authorizing a decrease in the minimum sewer charge from \$55.66 to \$36.00 on 300 cubic feet of monthly water consumption. Motion carried unanimously.

7. Consider a Resolution amending water utility charges.

Torline recommended raising the minimum water rate on 300 cubic feet of monthly water consumption from \$14.65 to \$30.00 to reflect actual revenue and expenses. With the sewer rate decreasing the net effect will be a savings to our residents. Nye reported that Resolution 362-18 changes the rate and this change will take place on the January 1 billing.

MOTION: Harder moved, Goering seconded, to approve Resolution 362-18 authorizing an increase in the minimum water charge from \$14.65 to \$30.00 on 300 cubic feet of monthly water consumption. Motion carried unanimously.

Mayor Braun reported that unless there are major unforeseen events or circumstances, water and/or sewer rates should not increase anytime in the next several years. Braun also thanked Utility Billing Clerk Hiebert for her diligent work regarding the rate changes.

8. Reports

a. Mayor/Council. Councilman Goering reported that the North Newton Community Foundation's (NNCF) assets are approximately \$221,510. There is \$6,550 left to be matched by the City of North Newton. A member of the NNCF board made a private donation in support of the MCC Flatlander Bicycle Ride. As a sponsor, the NNCF was listed in the brochures and on the t-shirts given to the race participants. Goering thanked the City of North Newton for their continued support.

Councilman Ratzlaff reported on the REAP meeting he attended recently. The meeting consisted of various speakers talking about collaboration, business retention and working together rather than competing against each other. Ratzlaff stated there is a resolution REAP is encouraging its members to pass stating that we will strive to partner with other cities/counties rather than working against each other. Mayor Braun recommended we review this resolution in the future.

b. Staff Update. Torline reported we retained Garber Surveying to survey the property along 36th Street that Harvey County is requesting we annex. Torline anticipates the annexation will be on the agenda in December.

Bisoni reported that Lakewood Circle is almost completed. There is still work to be done on erosion control. Bisoni stated he needs to put up a stop sign and street signs yet but anticipates the street will open soon. Fall Clean-up is finished and it went very well this year. Bisoni complimented residents on following the guidelines that Hiebert outlines in the ECHO. Mayor Braun thanked Bisoni and Entz for their hard work during clean-up week.

Police Chief Jordan reported that Gary Denny is working with cities in Harvey County regarding disaster planning. Deputy Chief Bethards and Torline have attended these meetings. Jordan praised Bethards for his work on completing the required paperwork for the City. Jordan reported that his department recently purchased rifle rated plates to insert into their vests.

Attorney Nye had nothing additional to report.

c. **Clerk/Treasurer.** Redding presented November accounts payable and miscellaneous checks and October/November payroll for approval.

MOTION: Dick moved, Goering seconded, to approve November accounts payable and miscellaneous checks in the amount of \$759,216.99 as presented and October/November payroll checks in the amount of \$26,274.14 for a total of \$785,491.13. Motion carried unanimously.

Redding reported that expenditures were significantly higher this past month due to the city investing in two certificate of deposits. With interest rates climbing to over 2% it was decided to open two \$250,000 CDs. One matures in 6 months and the other in 13 months.

9. Non-Agenda Items

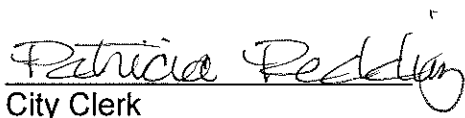
Mayor Braun asked Ken Janzen to share about the MCC Flatlanders Bicycle Ride. Janzen thanked North Newton for their support of the MCC Flatlanders Bicycle Ride. He expressed appreciation to the North Newton Police Department for their escort of 175 bicyclists as they headed out of North Newton. Janzen also thanked the NNCF for sponsorship of the race. Over \$15,000 was raised to help improve food security in Guatemala.

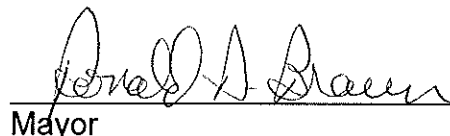
Redding reported that Resolution 363-18 approves a Cafeteria Plan and Administrator Service Agreement for the City of North Newton. The City has had a Cafeteria Plan in place for many years and it is time to update it. Empower is a company that administers cafeteria plans and comes highly recommended. Redding is proposing that we contract with Empower to manage our cafeteria plan which covers our Health Flexible Spending Account and Dependent Care Flexible Spending Account. Empower also provides Premium Expense Accounts which allows employees to have health insurance premiums deducted from their payroll before taxes. Empower will charge the city \$1050 per year for these services which will update our plan and keep us in compliance with IRS guidelines.

MOTION: Ratzlaff moved, Dick seconded, to approve Resolution 363-18 authorizing a Cafeteria Plan and Administrator Service Agreement for the City of North Newton. Motion carried unanimously.

10. Adjournment

There being no further business, Mayor Braun adjourned the meeting at 8:35 p.m.


City Clerk


Mayor

December 10, 2018
Date Approved