

MINUTES
North Newton City Council – Regular Meeting
December 10, 2018 – 7:00 P.M.
North Newton City Hall

1. Call to Order

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

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

ABSENT: Paul Harder

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

OTHERS: Fred Schroeder, Grace Wild, Kurt Friesen, Wendy Nugent, Chuck Regier, Joel Gaeddert, Nathan Murphy, Michael Reinschmidt, Boy Scout Troop #127: Leader Rod Fuller, Mandy Mitchell, Webelos: Ezri Mitchell, Trenton, Gavin, Dylan Fuller, Benjamin and Zachary Brown.

Mayor Braun welcomed Boy Scout Troop #127 to the council meeting. The troop leader, Rod Fuller, and the Webelos led us in the Pledge of Allegiance.

2. Minutes of Previous Meeting

Minutes of the November 12, 2018 meeting were presented.

MOTION: Dick moved, Goering seconded, to approve the November 12, 2018 minutes as presented. Motion carried unanimously.

3. Citizen Comments

No one spoke.

4. Receive Chuck Regier of the Kauffman Museum for discussion of the Entrance Sign Project.

Chuck Regier reported on the proposal to provide design services and construction oversight for the development of entrance signage in North Newton. Regier is recommending a design/build project and provided a timeline and a drawing of possible signage. Regier has been in contact with three contractors that are interested in the project. Regier will send out a RFP (request for proposal) to these three contractors tomorrow and have them provide a proposal for one entrance sign. Torline is recommending a five member committee review the proposals. The following people have volunteered to be on the committee: Torline, Regier, North Newton resident Irma Voran, Councilman Ratzlaff and Councilman Campbell. After the cost proposals are

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reviewed it will be decided how many of the entrance signs the city will pursue. Regier said his hope is to have a final proposal to present at the February council meeting.

MOTION: Goering moved, Dick seconded, to approve the five member committee that Torline recommended. Motion carried unanimously.

5. Consider the Proposal from Knudsen, Monroe & Co. for an audit of the City's 2018 Financial Statement.

Consideration was given to the proposed engagement letter for an audit of the 2018 financial records at a cost not to exceed \$8,400.00. The proposal reflects a \$150 increase from last year's cost.

MOTION: Ratzlaff moved, Goering seconded, to accept the Knudsen Monroe & Company 2018 audit proposal not to exceed \$8,400.00. Motion carried unanimously.

6. Consider recommendations contained in the 2019 Salary and Benefit Package memorandum from the City Administrator.

Torline is required annually to analyze factors regarding compensation of employees and review employee benefits and present his recommendations to the council. Torline reported on the following two recommendations:

1. Healthcare coverage

The city started offering health insurance coverage a year ago and currently pays 50% of a family premium. Torline is recommending the city contribution increases from 50% to 60% at an estimated cost of \$9,100 to the city.

2. Cost of Living Raise

Torline is requesting that all employees receive a 2% cost-of-living raise on January 1, 2019 except the City Administrator.

Torline is also recommending that the city continue to provide other benefits at current levels.

MOTION: Campbell moved, Dick seconded, to increase the City's contribution for healthcare premiums to 60% and approve a cost of living increase of 2%. Motion carried unanimously.

Mayor Braun thanked the city staff for their diligent work this past year.

7. Consider a policy providing Water Leak Credit in certain circumstances.

Torline reported that when Newton was treating our water we paid for every gallon of water that was pumped to North Newton. Therefore every time there was a water leak we would have to pass that cost on to the tenant. Now that we have our own system our operation costs are dictated by debt service and operations, not the cost of water. Occasionally there are leaks between the meter and the structure that are not easily detected. A lot of water can be wasted resulting in substantial water bills. Torline is proposing that council adopt a policy addressing this issue. The policy would state that

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in the event a water customer experiences a water leak on the customer side of the water meter and before the line enters the structure, the customer shall be entitled to a 50% adjustment to the cost associated with the leak provided the following criteria are met:

1. The leak is repaired by a plumber licensed to work in the City of North Newton;
2. The credit will be based on the typical water consumption at the location as determined by the City Clerk and
3. The customer shall be diligent and prompt in causing the leak to be repaired.

MOTION: Ratzlaff moved, Goering seconded, to adopt the Policy for providing Water Leak Credit. Motion carried unanimously.

8. Consider Authorizing the Mayor to Approve Year End Bills

Torline reported this is an annual event that allows the city to pay invoices that we receive between now and the end of the year.

MOTION: Dick moved, Ratzlaff seconded, to authorize Mayor Braun to approve 2018 year-end bills. Motion carried unanimously.

9. Reports

a. Mayor/Council. Mayor Braun reported the new utility rates take effect on the January 1, 2019 billing. Councilman Goering reported that the current asset balance of the North Newton Community Foundation (NNCF) is \$225,839. There is \$5,550 left to be matched by the City of North Newton before the end of 2018. Complimentary citrus fruit will be available at Mojo's, Kidron Bethel and North Newton City Hall for visitors to take along with information about the NNCF. Councilman Goering thanked the City of North Newton for their continued support. Councilman Ratzlaff reported that REAP has an executive meeting this week regarding a work plan for 2019. Items of discussion include a transportation plan to boost traffic at Eisenhower Airport and water/natural resource issues.

b. Staff. Torline reminded everyone of the Christmas Dinner on Saturday at 6:30 at City Hall. There will be a raffle and silent auction with the contributions deposited in the Sher Klassen Neufeld fund. Torline received word today that the bid letting for our KDOT path project has been moved back three months to July 2019. Torline highlighted his 2018 Year End Report that lists the happenings of this past year. Mayor Braun recommended adding the successful inspection of the water tower by divers be included in the highlights. Councilman Goering recommended adding the police escort for the MCC Flatlanders Bike Race that took place this fall.

Bisoni reported that Kansas Gas Company and Westar are finishing work on Lakewood Circle. The street is finished and street lights are being installed. We had two snow events last month which required spreading salt, sand and brine on the streets.

Chief Jordan had nothing to report.

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Attorney Nye had nothing more to report.

c. **Clerk/Treasurer.** Redding presented December accounts payable and November/December payroll for approval.

MOTION: Dick moved, Campbell seconded, to approve December accounts payable and miscellaneous checks in the amount of \$138,551.46 and November/December payroll in the amount of \$27,716.30 as presented. Motion carried unanimously.

10. Non-Agenda Items

Braun recommended going into executive session for a period of 20 minutes to discuss personnel matters of non-elected personnel deemed confidential. City Administrator, Attorney Nye, Police Chief and City Clerk were asked to be present at the executive session

MOTION: Goering moved, Dick seconded, to enter into an executive session at 8:07 for 20 minutes to discuss confidential personnel matters of non-elected personnel deemed confidential. City Administrator, Attorney Nye, Police Chief and City Clerk were also present at the executive session. Motion carried unanimously.

At 8:27 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.

11. Adjournment. Mayor Braun declared the meeting adjourned at 8:27 p.m.

Patricia Padden
City Clerk

Tom Ruffalo
Mayor
Council President

January 14, 2019
Date Approved