

Approved 02.27.12

City of Peabody
Minutes of the
City Council Meeting
February 13, 2012

Office of the City Clerk
February 13, 2012

CALL TO ORDER: The regular meeting was called to order by Mayor Larry Larsen at 7:00 p.m. in the council chambers of City Hall located at 300 N. Walnut, Peabody, Kansas. The following council persons were present: Steve Rose, Tom Schmidt, Pam Lamborn, and Tim Peterson. Janice Woodruff was absent. Mayor Larsen stated that a quorum was present.

STAFF: Mac D. Manning, City Administrator/Clerk and Shane Marler, PMSA Director.

VISITORS: Susan Marshall and Jim Rippe.

AGENDA:

I. MINUTES:

The council reviewed the minutes of the regular meeting from January 30, 2012.

MOTION made by Rose to approve the minutes of the regular meeting from the January 30, 2012. Motion seconded by Peterson. Motion carried 4-0.

II. APPROPRIATIONS: The council reviewed check journal No. 2012-02A Payables in the amount of \$16,115.04.

Lamborn questioned the need for a donation to the Safe Kids Camp as they had also received a grant from the Peabody Foundation. Peterson stated that the money will be used to purchase tee shirts for all of the participants.

MOTION made by Rose to approve check journal No. 2012-02A as presented in the amount of \$16,115.04. Motion seconded by Schmidt. Motion carried 4-0.

III. PUBLIC COMMENT:

There was no public comment from the audience.

IV. APPROVAL OF AGENDA:

MOTION made by Schmidt to approve the agenda as presented. Motion seconded by Rose. Motion carried 4-0.

V. AGENDA ITEMS:

1. George Moore, 308 N. Maple: Relocation of Water Meter.

City Administrator Manning advised the council that he had telephoned Mr. Moore last Thursday and had advised him that he was on the council meeting agenda and that he should be at the meeting around 7:10 pm. Mayor Larsen stated that since the meeting was moving along much faster than expected, he would place this as the last item to be considered.

2. Resolution No. R02-2012: A Resolution Amending the Personnel Polices and Guidelines for the City of Peabody, as Amended, By Modifying Section 4. Vacation; Section 5. Personal Time Off; Section 6. Overtime Work; and Adding New Sections 7. Scheduled Overtime Work; and Section 8. Stand-By Status and After Hours Coverage.

City Administrator Manning advised the council that he had reworked the various provisions of the suggested changes to the Personnel Polices and Guidelines that were discussed at the January 30, 2012, council meeting. He stated that he had added a provision for payment of one-half (1/2) of accumulated personal time off upon retirement of an employee.

Manning stated that he had developed a provision for the donation of accumulated personal time off to another employee.

Finally, Manning stated that at the request of Janice Woodruff, he had revalued the payment of Stand-By time for employees of the police and public works departments based on the impact on the 2012 budget. Based on this study, he was suggesting that employees be paid \$10.00 per day, Monday thru Friday and \$20.00 for Saturday, Sunday and holidays.

MOTION made by Schmidt to adopt Resolution No. R02-2012: A Resolution Amending the Personnel Polices and Guidelines for the City of Peabody, as Amended, By Modifying Section 4. Vacation; Section 5. Personal Time Off; Section 6. Overtime Work; and Adding New Sections 7. Scheduled Overtime Work; and Section 8. Stand-By Status and After Hours Coverage. Motion seconded by Peterson. Motion carried 4-0.

3. ORDINANCE NO 02-2012: An Ordinance Establishing Guidelines for the Impoundment, Adoption and Disposal of Animals; and Amending Section 2-105 of the City Code of the City of Peabody, Kansas, Pertaining to Impounding, Redemption and Disposition of Animals.

City Administrator Manning advised the council that he had drafted guidelines for the adoption of animals. He stated this was based on a recommendations made by the Kansas State Animal board Inspector at a surprise inspection that was conducted last fall on the procedures used by the animal control officer and management of the city holding area. He stated that the City had received another inspection just this past week and had passed. He stated that the inspector had reviewed the draft ordinance and felt it met the guidelines set forth by the State.

MOTION made by Rose to adopt ORDINANCE NO 02-2012: An Ordinance Establishing Guidelines for the Impoundment, Adoption and Disposal of Animals; and Amending Section 2-105 of the City Code of the City of Peabody, Kansas, Pertaining to Impounding, Redemption and Disposition of Animals. Motion seconded by Schmidt. Motion carried 4-0.

4. EMPLOYEE REPORTS:

a. Shane Marler, Director, PMSA / ECO DEVO
Monthly Report

1. HFT Grant Application.

Shane Marler, Director, PMSA/ Economic Development, reported that he would be traveling to Topeka on Friday, February 17, 2012 for the hearing on the city's HFT grant application. He stated that the grants would be awarded on Saturday, February 18, 2012.

2. 2012 LIHTC Application.

Marler reported that he and Christy Davis had worked hard on the 2012 LIHTC application for the Bakers Loft project and had submitted it on the cut-off date of February 3, 2012. He stated that it would be early April, before they would know if the city was successful.

3. Peabody Main Street Auction.

Marler stated that the Peabody Main Street Association was gearing up for their annual fund raising auction to be held on March 10, 2012.

b. Mac Manning, City Administrator

1. Administrator's Report.

Manning went over his bi-weekly report with the council. There were no questions or comments from the council.

2. Lift for the Pool.

Manning advised the council that ADA regulations require the city to install a lift for persons with disabilities. He stated that at first this was just for new construction, but was now for any public pool. The cost for a lift will be from \$6,000 to \$8,000.

5. REPORTS FROM STANDING COMMITTEES

a. Water – (Rose & Lamborn)

Report: No committee report.

b. Streets & Alleys – (Lamborn & Woodruff)

Report: Schmidt asked if we had heard anything from APAC? Manning stated that he was to get something by the end of February.

c. Sanitation – (Larsen & Woodruff)

Report: No committee report.

d. Lights – (Rose & Lamborn)

Report: No committee report.

e. Fire – (Rose)

Report: No committee report.

f. Park & Swimming Pool (Schmidt & Lamborn)

Report: No committee report.

g. Building - (Larsen & Woodruff)

Report: Lamborn suggested that instead of replacing the outside door, we should open the interior door for better air circulation. Mayor Larsen pointed out this would not work as it would do away with any internal security.

h. Finance & Ordinance – (Schmidt)

Report: No committee report.

i. Economic Development – (Schmidt & Larsen)

Report: Schmidt reported that the Economic Development Group had met on February 7, 2012. The group discussed putting in place mentors for new businesses. Also discussed was the possibility of having some marketing seminars for the downtown merchants.

j. Personnel – (Larsen)

Report: No committee report.

6. REPORT FROM MAYOR LARSEN:

Mayor Larsen stated that the meeting was about to close and Mr. Moore had not shown up, he was dropping the request to move Mr. Moore's water meter from future consideration.

The mayor had nothing else to report to the council.

VI. COMMUNICATIONS:

No action was taken on communications.

VII. ITEMS TO BE ON AGENDA FOR FUTURE MEETINGS:

February 27, 2012

1. Automatic dialers for sewage lift stations
2. Negotiations for the purchase of the residence at 803 N Olive.
3. Trimming or removal of trees in the downtown area.
4. Council Review of Potential Savings from Removing Alley Lighting.
5. Final Determination of which Alley Light to Remove.

VIII. ADJOURNMENT: There was no more business to bring before the council. **Motion** made by Peterson to adjourn the meeting at 7:35 p.m. Motion seconded by Rose. Motion carried 4-0.

CERTIFICATE

I hereby certify that the foregoing minutes are a true and correct recording of the proceedings of the governing body of the City of Peabody, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

Mac D. Manning
City Administrator/Clerk