

Regular Meeting
City Hall, Marysville, Kansas-November 28, 2022

Members of the Governing Body of the City of Marysville were called to order in regular session at 7:00 p.m. on the date and place noted above with Mayor Barnes in the chair. City Administrator St. John, City Attorney McNish and City Clerk Holle were also present.

After the Pledge of Allegiance, roll call was answered by the following council members: Frye, Keating, Beikman, Price, Behrens, and Throm.

The minutes from the November 14, 2022, regular meeting were presented for approval. CM Throm moved; CM Keating seconded to approve the minutes as presented. Motion carried 6-0 voice vote.

PUBLIC COMMENTS:

- 1. SANTA PARADE STREET CLOSING.** Stacie Mayer, Marysville Chamber & Main Street director asked the Council to close access to Broadway from 13th Street to 6th Street for the Christmas Parade on December 3rd. The parade will begin at 11:00 a.m. Before the parade, at 8:30 a.m., 9th Street between Elm and Broadway and Elm Street between 9th Street and 10th Street will be blocked for carriage rides and festivities until 3:00 p.m. The parking at the Post Office will remain open until noon. The Chamber & Main Street would like to use the downtown speaker system to play Christmas music during the festivities. CM Keating moved, CM Beikman seconded to approve the street closing for the Santa Parade and festivities. Motion carried unanimously. The City will provide cones and barricades.

BUSINESS AND DISCUSSION ITEMS:

- 1. KOESTER HOUSE MUSEUM REPAIRS.** Sharon Kessinger representing the Koester House Museum Foundation asked the City to develop a maintenance schedule for the Museum furnace. She is again requesting the heating system be repaired so their contractor can repair the plaster and lathe. She was informed the storm windows on the east side had been repaired and installed. The faucet or hydrant for the west side of the property may need to be done later when the weather permits.
- 2. MICROCOMM SERVICE CONTRACT.** A contract renewal for 2023 was presented to Council from Micro-Comm. This contract provides parts, phone support and internet troubleshooting with a labor rate of \$100. CM Throm moved to renew the contract with Micro-Comm for \$3,350, CM Frye seconded. Motion carried unanimously.
- 3. ORDINANCE NO. 1915-APPROPRIATING MONEY FOR 2023 PAYROLL.** *AN ORDINANCE APPROPRIATING MONEY FROM THE VARIOUS FUNDS TO PAY PAYROLL OF THE CITY OF MARYSVILLE, FOR FY2023* was presented. CM Throm moved; CM Beikman seconded to approve Ordinance No. 1915. Motion carried a 6-0 roll call vote.
- 4. SWIM POOL WAGE ADJUSTMENT.** The current pool wage scale was included in the agenda with a possible wage scale increase for all pool employees. After Council discussion, CM Price moved, CM Throm seconded to approve the new wage scale as presented for all pool employees as follows:

Lifeguard Wage Scale		
Year of Service	Hourly Wage	Bonus
1st Year	\$12.00	\$50
2nd Year	\$12.75	\$60
3rd Year	\$13.50	\$70
4th Year and later	\$14.25	\$80
Assistant Manager	\$15.00	Based on years of service
Manager	\$18.00	\$200 if returns following year

Concessions/Admissions Wage Scale		
1st Year	\$10.00	\$50
2nd Year	\$10.75	\$60
3rd Year	\$11.50	\$70
4th Year	\$12.25	\$80

5. EMPLOYEE HANDBOOK. The updated Employee Handbook was again presented to the Council for discussion hoping it can take effect January 1, 2023. Additional holidays were discussed. The council suggested adding Christmas Eve and employee birthdays as holiday time off. Vacation buy-back was discussed including buy-back of up to one week once a year or buy-back days being contingent on vacation days taken. Staff will bring back a proposed vacation policy with a buy-back included in the policy. The no smoking policy in vehicles needs to be enforced at all times to avoid litigation.

CONSENT AGENDA. The Consent Agenda was presented for consideration. CM Throm moved; CM Behrens seconded to approve the Consent Agenda. Motion carried 6-0. The Consent Agenda consisted of the following:

1. Convention and Tourism request totaling \$980.50 as follows: Name signs for the new Black Squirrel statues \$180.50; Advertising for Small Business Saturday \$500.00. Pictures by Cailyn Graham Photography of all the Black Squirrels on Parade for the map.
2. Employee gift certificates totaling \$2,575.00. \$75.00 full-time employees and \$50.00 part-time employees.
3. Alcohol Consumption Lee Dam Art Center-Ruth Maschmeier, Christmas Party December 24, 2022.

APPROPRIATIONS ORDINANCE NO. 3785

1. Claims against the funds of the City were submitted for Council consideration as follows: General Fund, \$99,794.22; Water Revenue Fund, \$61,176.71; Sewage Revenue Fund, \$34,650.37; Sewage Replacement Fund, \$2,987.50; Library Revolving, \$10,621.88; Swim Pool Sales Tax,

\$81.00; Koester Block Maintenance, \$447.40; Employee Benefit Fund, \$33,950.82; Transient Guest Tax, \$686.47; Sales Tax Improvements, \$33,430.41; making a total of \$277,826.78.

2. An appropriations ordinance was introduced and considered to honor claims against the funds of the City as audited by the Finance Committee. CM Throm moved; CM Behrens seconded to approve the appropriations ordinance totaling \$277,826.78. Motion to approve the appropriations ordinance carried by 6-0 roll call vote. City Clerk Holle assigned Ordinance No. 3785.

STAFF REPORTS:

STANDING COMMITTEE REPORTS:

STREET:

1. **12th ROAD SOUTH IMPROVEMENTS.** The Street Committee met Monday, November 21 to discuss options for improving 12th Road south. A report was presented to Council. The Council discussed the design of roads in the Keystone development area, 11th Road and 12th Road and different road surfaces. CM Keating would like to look at a long-term phased project for the area and he would like drainage to be addressed first. CM Keating said he thought the residents in the area would be willing to contribute to the project. It was suggested that all the outer lining area roads surrounding the City should be included in a comprehensive plan. CA St. John said we should do a request for proposal for the main project and then the other 2 phases. The RFP would ask for an amount for the design and an engineer's estimate of the project costs designating the cost of each phase. The engineers would make suggestions for drainage, road surfaces and bases. The RFP would be sent to five engineering firms. CM Keating moved to amend the proposed map and request a RFP for construction engineering. The main project would be from Highway 36 through the entrance of Hometown Lumber, Option A would be 12th Road from south of Hometown Lumber through the Keystone Road intersection to Timber Creek Drive entrance on the east side of the Keystone Addition, Option B would be Keystone Road from 11th Road to 11th Terrace. CM Beikman seconded the motion. Motion carried 5-1 with CM Behrens voting no.

WATER & WASTEWATER:

1. **LAGOON IMPROVEMENT PROJECT.** CM Throm asked if BG Consultants have given an update on the Lagoon Project. CA St. John said he had been informed the electrical engineer would come this week to look at the main lift station and the old force main line. KDHE is suggesting the City increase the lagoon size.
2. **WATER LINE PROJECT.** CM Throm asked if the City was making plans to engineer a larger water project for 2023. CA St. John reported CES was also engineering the water line on Elm Street from 10th to 8th Street to combine with the project on 8th Street. CA St. John said the project on 8th Street has been approved by KDHE. CM Throm would like these projects ready to bid in February 2023.
3. **MANHOLE PROJECT ON HWY 36.** CA St. John reported the manhole project on Highway 36 had not been approved yet by KDHE.

PARKS & RECREATION:

1. **LIGHTS ON TRAIL.** CM Throm said there are 2 lights out on the 7th Street Trail south of Broadway between Walnut and Elm. Also, the lights go off and on intermittently.
2. **BOLLARDS AT DOG PARK.** CM Frye asked if the City would put bollards around the new water fountain at the dog park. CA St. John said there would be several placed there.
3. **TENNIS COURT LIGHTS.** CM Throm reported the light on the tennis court's southeast side is on constantly.
4. **SWIM POOL UPDATES.** CA St. John reported he has scheduled Manhattan Energy Center to come in the spring to repair the Diamond Brite, replace grout and put new sand in the sand filters. CM Throm asked if anything could be done about the settling in the northwest corner of the pool.

CEMETERY & AIRPORT:

POLICE & FIRE:

1. **CALEA.** On November 19, 2022, the Police Department received their CALEA Accreditation which will be effective for 4 years,
2. **BATHROOM REMODEL AT POLICE DEPARTMENT.** The council discussed penalties and deadlines for projects. The remodel has not begun yet at the Police Department.

ADMINISTRATION & FINANCE:

APPOINTMENTS:

CITY ATTORNEY:

1. **MURPHY PROPERTY.** City Attorney McNish said the auction tax sale for the Murphy Property will be December 19th at 10:00 a.m.

EXECUTIVE SESSION:

ROUND TABLE DISCUSSION:

1. **PROPERTY 6TH AND BROADWAY.** CM Frye said the City should track the property at 6th and Broadway and keep everyone informed. Marshall County will be required to first present a site plan to the P&Z Commission and then a building plan for a permit.
2. **THANKSGIVING.** CM Keating said hoped everyone had a good Thanksgiving. He also thanked the Council for listening to him talk about the 12th Road project.
3. **EMPLOYEE LUNCH.** CM Beikman asked if there would be an employee lunch for Christmas. The employees and Council had a fall picnic so there will not be a lunch.

There being no further business, at 8:27 p.m. CM Frye moved to adjourn, CM Price seconded. Motion carried unanimously.

Cindy Holle
City Clerk