



City Commission Work Session

5:00 P.M.

February 28, 2017

Agenda

1. Pending issues under study which potentially may have some budget impacts (e.g., City IT reconfiguration, staffing and need for fiber).
2. Report on issues under consideration by the Retail Development Task Force.
3. Report on the closing of the City of Sedgwick EMS department and its potential impacts on the Newton Fire/EMS service.
4. Executive session to discuss matters pertaining to non-elected personnel.
5. Adjournment.

**AGENDA
CITY OF NEWTON, KANSAS
FOR A MEETING TO BE HELD AT
CITY HALL
7:00 P.M. February 28, 2017**

Type of Meeting: Regular

Attending:

<i>Mayor Hague</i> _____	<i>City Attorney Towle</i> _____
<i>Vice Mayor Nygaard</i> _____	<i>City Engineer/DPW Loomis</i> _____
<i>Commissioner Davis</i> _____	<i>PIO McDaniel</i> _____
<i>Commissioner Koehn</i> _____	<i>Dir. of Community Planning &</i> _____
<i>Commissioner Valentine</i> _____	<i>Development Bergeron</i> _____
<i>City Manager Myers</i> _____	<i>City Clerk Duerksen</i> _____

**INVOCATION
PLEDGE OF ALLEGIANCE**

CONSENT AGENDA

1. Consider the minutes of February 9 and February 14, 2017 meetings.
2. Consider closing Athletic Park Circle on June 17, from 5:00-10:00 a.m. for the Cookie Daze 5K.
3. Consider closing the parking lot at West Broadway and Main on June 3, 2017 from 6:00 a.m. to 6:00 p.m. for the Makers Fair.
4. Consider closing Main Street from 5th Street to 7th Street; Broadway from the west alley to Oak Street; 6th Street from Oak to Poplar on May 6, 2017 from 6:00 a.m. to 5:00 p.m. for the Newton Downtown Car Show and to include amenities as requested.
5. Mayor’s appointment: Library Board, Larry Lee to fill unexpired term of Racquel Thiesen, term ending 4-30-2020.

Action needed: Motion to approve the consent agenda.

REGULAR AGENDA

6. Recognition of community service and achievement:
 - A. Recognize NHS student Delaney Cowden for her participation in the first (unofficial) State girls wrestling tournament – to be introduced by NHS wrestling coach JJ Thaw.
 - B. Recognize NHS boys swim team members who qualified and participated in the State swimming championship tournament – to be introduced by NHS swimming coach Kimberly Powell.

There is no power for change greater than a community discovering what it cares about.

C. Recognize County Administrator John Waltner for his years of service to the citizens of Harvey County as the Hesston Mayor and as Harvey County fiscal officer, special projects director and County Administrator.

7. Consider a proclamation declaring March as Problem Gambling Awareness Month.

Action needed: Motion to accept the proclamation.

6. Consider a Resolution declaring the City governing body's support for countywide collaboration in emergency preparedness.

Action needed: Consider a motion approving the Resolution.

7. Citizen's Forum.

Comments will be accepted from the audience on items not listed on the agenda. No action will be taken relative to items brought up under Citizen's Forum.

8. Adjournment.

There is no power for change greater than a community discovering what it cares about.

CITY COMMISSION MEETING MINUTES
February 14, 2017

The Newton City Commission convened in regular session at 7:00 p.m. on February 14, 2017 at City Hall, 201 East 6th Street. Attending were Mayor Hague, Vice Mayor Nygaard, Commissioners Davis, Koehn and Valentine, City Manager Myers, City Attorney Towle, City Engineer/DPW Loomis, Community Planning and Development Director Bergeron, Director of Communications McDaniel, Chief Metzler, Chief Murphy and City Clerk Duerksen.

Pastor Steve Friesen with Grace Community Church provided the invocation. The Mayor then led in the Pledge of Allegiance and presided over the items of business.

CONSENT AGENDA

1. **Consider the minutes of January 24, 2017 meeting.**
2. **Consider an amendment to the low interest loan agreement with the Kansas Department of Health & Environment for the wastewater treatment plant.**

MOTION: Commissioner Davis moved and Commissioner Koehn seconded to approve the consent agenda. Motion carried.

REGULAR AGENDA

3. **Recognition of community service and achievement:**
 - A. **Recognize Newton High School students Elizabeth Groote for her selection to the All State Choir; Ben Payton for his selection to the All State Jazz Band and Jason Wong for his selection to the All State Orchestra.**

Kara Tanner, NHS instrumental teacher, introduced students selected to the KMEA State ensembles: Elizabeth Groote, All State Choir; Ben Payton, All State Jazz Band; Jason Wong, All State Orchestra. These students auditioned for the district level in fall. Everyone in state that makes it to district is eligible to audition for the state ensembles.

4. **Receive a report from the ReNewton Bicycle Initiative on 2016 activity.**

Carol Sue Stayrook Hobbs gave a report on the ReNewton Bicycle Initiatives activities in 2016. Some of those activities included partnering with USD 373 and the SafeKids Coalition to introduce PE curriculum for safe bicycling in the elementary schools; partnering with several groups to provide 130 free bike helmets and 100 free bike locks to residents; providing a bike valet at Taste of Newton and Main Street Mania events.

5. **Consider plan for downtown planters.**
 - A. **Receive a report from Suzanne Loomis, City Engineer/Director of Public Works.**

- B. Consider accepting a donation of plants and planting services from Stutzman's Greenhouse.**
- C. Consider contract terms with Justin Keazer for the watering of downtown planters.**
- D. Consider arrangement with USD 373 for the purchase of metal art snowflakes.**

City Engineer/DPW Loomis presented a new plan for downtown planters. During budget sessions last summer, the Commission did not fund the \$20,000 annual contract for spring and fall plantings downtown and instructed staff to bring back other more affordable options. Loomis suggested splitting the seasons for the planters into two categories: 1) live growing season April through October, and 2) ornamental season November through March. Stutzman's Greenhouse have agreed to donate plants and will do all the planting in late March but not the watering. The City will contract with local businessman, Justin Keazer to water the plants every day throughout the growing season for \$40/day, or a total of \$8,520 for six months.

During November, the plantings will be replaced by metal art snowflakes crafted by Newton High School and Hutchinson Community College welding students. City staff have arranged to purchase the snowflakes from the School District and will be seeking donations from the community to cover the costs. It is \$35 to "Fund a Flake" for each of the 68 planters along Main Street and along the Railroad Park just north of the Old Mill.

Laurie Hartke, 707 West 6th, questioned if the City would consider using rain water to water the plants downtown. She suggested rain barrels be placed at some of the buildings and then business owners could water their own plants.

MOTION: Commissioner Valentine moved and Commissioner Davis seconded to accept the donation of plants and planting services from Stutzman's Greenhouse, accept the terms for watering the plants from Justin Keazer, and approve acquisition of metal snowflakes from USD 373, with the program to be reviewed after one year. Motion carried.

- 6. Receive a recommendation from the Newton Public Building Commission for a revision of the Capital Improvements Master Plan for recreational facilities, and consider approval of that revision.**

City Engineer/DPW Loomis presented information from the Public Building Commission (PBC) meeting. The PBC reviewed their Capital Improvement Program noting there are some projects that were not on the old CIP, which are needing attention now. The Fisher Field grandstand has concrete pieces that have fallen from the ceiling inside the grandstand area. Spalling was observed in the locker room area and between the two locker rooms with a longitudinal crack, exposing the rebar. Staff brought in a structural engineer to provide a detailed report and recommendation to seal and level the entire grandstand seating area. Cost of the project is \$88,663. The PBC approved signing a contract with Restoration and Waterproofing Contractors, Inc. of Wichita to do the work, subject to the approval of the amended CIP by all funding partners.

The Kelsch Field restroom-concession project was discussed. The project includes improvement to the restroom structure, adding an officials space, and an open air overhang area for the concessions instead of a closed space. The PBC voted to direct staff to moved forward with the plans and bid the project later in the spring.

The Centennial Park restroom-concession project was presented to the PBC for consideration on the CIP. The PBC voted to amend the CIP to include the open air concession concept and moved the Centennial restroom-concession project up to 2018, subject to approval by all the funding partners. It was noted the City is moving forward with sewer improvements at Centennial Park. Between the City and Recreation Commission a loan from their reserve accounts could be given to move this project forward. The PBC would then pay that money back, paying a small interest rate.

MOTION: Commissioner Davis moved and Commissioner Valentine seconded to approve the revisions of the Capital Improvement Master Plan for recreational facilities. Motion carried.

7. Consider a Resolution declaring the City governing body's support for countywide collaboration in emergency preparedness.

MOTION: Vice Mayor Nygaard moved and Commissioner Koehn seconded to table this item. Motion carried.

8. Project updates/reports:

- **Neighborhood Revitalization Program**

Director of Planning & Community Development Bergeron stated the NRP information will be presented to the School Board on March 13 followed by Harvey County the following week.

- **Dog park**

City Engineer/DPW Loomis stated the next phase of the dog park improvements will be paving the entry points with brick. She has visited with the Rotary who will be selling the bricks. Staff is purchasing the bricks, which will match ones already used for a similar project at Greenwood Cemetery.

- **Old Dillons property and new law enforcement center**

City Engineer/DPW Loomis stated more testing is being done at the site. Staff has submitted paperwork to participate in the voluntary clean-up program with the State. Testing of the soil indicates the site is contaminated with diesel fuel. She noted the City could probably handle the clean up by aerating the soil and mixing it with sewage sludge to be spread on land owned by the City. This will help the breakdown of the diesel. She then reported a few upgrades have been done to the current law enforcement building, which includes new carpet and painting.

Mayor Barth Hague presented a proposal to create a small advisory committee to evaluate plans for a new law enforcement center. The Police Department has outgrown its

current facility, which it shares with the Harvey County Sheriff's Office, and that site does not offer the possibility of adequate expansion. In 2015 the City purchased property at 320 N. Main, the former South Dillons location. Since then, though, the State-imposed a limit on the City's taxing authority that requires a major project like a law enforcement center be approved by the voters. And some residents have voiced concerns over the current plans and the Main Street location. The advisory committee will take a fresh look at the key issues, consult with stakeholders and bring back recommendations to the City Commission. Hague hopes to have the committee formed by March 1, with its work completed by the end of August.

- **Budget development process**

Finance staff is closing out the books for 2016 as well as meeting with department heads to start the 2018 budget process. The budget calendar will be distributed at a later date. The Commission will get budget information in early April. It is likely two budgets will need to be worked for 2018.

9. Citizen's Forum.

Jason Mitchel, 400 N. Poplar, asked the Commission to relook at the trash ordinance to bring it into compliance with current recycling practices being done for multi-family users. He then stated the Harvey County Free Fair is looking to expand the fair and will be asking the Commission for funding for fireworks in 2018.

Pam Stevens, Chamber Director, reported on the latest downtown promotion – Find Chocolate in all the Local Places. This was a great success and they look to expand the event next year.

In other business, the retail development task force met to identify what issues they want to discuss. They will continue to meet to follow up on topics. The emergency collaboration meeting was well attended by local government and school officials. The Kansas Army National Guard will be honoring first responders on September 23. An open house will be held at the Armory for the public to say thank you.

10. Conduct an executive session for non-elected personnel to conduct the initial 6 month review of the City Attorney.

MOTION: Commissioner Koehn moved and Vice Mayor Nygaard seconded to go into executive session to discuss matters of non-elected personnel, to be back in open session at 8:50 p.m. Motion carried.

The Commission recessed to executive session at 8:30 p.m. and returned to open session at 8:50 p.m.

MOTION: Vice Mayor Nygaard moved and Commissioner Koehn seconded to increase City Attorney Towle's pay to grade 21, step 5. Motion carried.

All agreed that City Attorney Towle was doing a good job and commended him for his work on the sign ordinance.

11. Adjournment.

There being no further business, the meeting was adjourned.

Mayor

ATTEST:

City Clerk

DRAFT

CITY COMMISSION AGENDA REVIEW MINUTES
February 9, 2017

The Newton City Commission met for an agenda review on February 9, 2017. Present were Mayor Hague, Vice Mayor Nygaard, Commissioners Davis, Koehn, and Valentine, and City staff.

Mayor Hague called the agenda review to order at 7:30 a.m. Following the review, an executive session was conducted.

MOTION: Vice Mayor Nygaard moved and Commissioner Valentine seconded to go into executive session to discuss matters under attorney-client privilege to return to open session at 8:10 a.m. Motion carried.

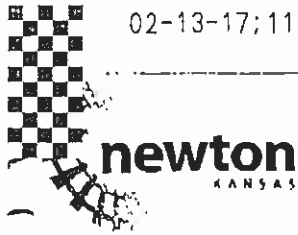
The Commission went into executive session at 7:50 a.m. and reconvened at 8:10 a.m.

The agenda review concluded at 8:10 a.m.

Mayor

ATTEST:

City Clerk



CITY OF NEWTON
Street Closure Request
(Non-Construction Events Only)

Reset Form

Print Form

Note: City Clerks office must receive completed form at least 1 Month for "thoroughfares" and 1 week for "block parties" prior to the event.

Date of request: 2-2-2017

Organizer (contact person): JACKIE Anderson

Address (home): 704 W 15th Zip Code: 67114

Representing (organization name): Cookie DAZE 5K

Address: 704 W 15th - Newton, KS Zip Code: 67114

A contact phone number is required. Fax and email are optional.

Phone: 284-1948

Cell: 284-1948

Fax: 283-5460

Email: jackieanderson1998@khour.com

What is your event? 5K FUN RUN / WALK

Event Date(s): June 17, 2017 Start time: 7 AM End time: 10 AM

Purpose: RACE

Will your event be in a City Park? Yes No If yes, what park? Athletic Park

Projected number of participants: 200+

Proposed Street Closure: Entrance to Park on Grandview From: 5:00 AM To: 10 AM

Proposed Street Closure: _____ From: _____ To: _____

Proposed Street Closure: 5th St. Entrance From: 5:00 AM To: 10:00 AM

Proposed Street Closure: _____ From: _____ To: _____

If other City services or amenities are requested for the event, please detail below (i.e. picnic tables, trash receptacles, snow fence, etc.):

Restrooms open
trash cans available

Acknowledgement by organizer / responsible party:

The undersigned does hereby acknowledge that the City of Newton requires that any Street / Block Closure granted by the City of Newton will conform to all applicable local ordinances and state laws.

Duly signed by: [Signature]
Print or type name here: JACKIE Anderson

COMMISSION COMMUNICATION	
FOR MEETING OF	2-28-2017
AGENDA ITEM	2
FOR ACTION	



CITY OF NEWTON
Street Closure Request
(Non-Construction Events Only)

Reset Form

Print Form

Note: City Clerks office must receive completed form at least 1 Month for "thoroughfares" and 1 week for "block parties" prior to the event.

Date of request: February 6, 2017

Organizer (contact person): Ruth Williams

Address (home): 4605 N Harvest Hill Rd Peabody KS Zip Code: 66866

Representing (organization name): Gathered Goods

Address: 625 N Main Newton KS Zip Code: 67114

A contact phone number is required. Fax and email are optional.

Phone: 620-983-9071 Cell: 316-215-1457

Fax: _____ Email: gatheredgoodsks@pixius.net

What is your event? Makers Fair (showcasing local aritsans)

Event Date(s): June 3, 2017 Start time: 9am End time: 4pm

Purpose: Venue for aritsans to have an individual space to demonstrate their work and sell their items

Will your event be in a City Park? Yes No If yes, what park? _____

Projected number of participants: 30 artisans

Proposed ^{Parking Lot} Street Closure: West of Main on Broadway From: 6 am To: 6 pm

Proposed Street Closure: _____ From: _____ To: _____

Proposed Street Closure: _____ From: _____ To: _____

Proposed Street Closure: _____ From: _____ To: _____

If other City services or amenities are requested for the event, please detail below (i.e. picnic tables, trash receptacles, snow fence, etc.):

3 trash receptacles, like the blue ones used in the residential areas if possible. Parking lot on Broadway west of Main

Acknowledgement by organizer / responsible party:

The undersigned does hereby acknowledge that the City of Newton requires that any Street / Block Closure granted by the City of Newton will conform to all applicable local ordinances and state laws.

Duly signed by: Ruth Williams
 Print or type name here: Ruth Williams Gathered Goods artisan shop

COMMISSION COMMUNICATION	
FOR MEETING OF	2-28-2017
AGENDA ITEM	3
FOR ACTION	



CITY OF NEWTON
Street Closure Request
(Non-Construction Events Only)

Reset Form

Print Form

Note: City Clerks office must receive completed form at least 1 Month for "thoroughfares" and 1 week for "block parties" prior to the event.

Date of request: 2-21-2017

Organizer (contact person): Dave Baughman

Address (home): 914 S E 5th St. Newton, Kansas Zip Code: 67114

Representing (organization name): Newton Downtown Car Show

Address: P.O. Box 705 Zip Code: 67114

A contact phone number is required. Fax and email are optional.

Phone: 316-283-0391

Cell: Sams

Fax: _____

Email: davy@newtondowntowncarshow.com

What is your event? Central Kansas' Largest Car Show

Event Date(s): May 6, 2017 Start time: 6:00 am End time: 5 pm

Purpose: Promote Downtown Newton

Will your event be in a City Park? Yes No If yes, what park? _____

Projected number of participants: 300 cars

Proposed Street Closure: 5th (MAIN) From: 5th To: 7th

Proposed Street Closure: Broadway From: West Alley To: Oak

Proposed Street Closure: 6th From: Oak To: Poplar

Proposed Street Closure: _____ From: _____ To: _____

If other City services or amenities are requested for the event, please detail below (i.e. picnic tables, trash receptacles, snow fence, etc.):

6 PICNIC TABLES - SEE MAP
20 TRASH RECEPTACLES - (SEE MAP)
20 CONES - HOOT TOP (FRIDAY NIGHT)
Baracades - MAP

ALSO REQUEST
WELCOME + FLAG
ALTERNATING DOWN MAIN

Acknowledgement by organizer / responsible party:

The undersigned does hereby acknowledge that the City of Newton requires that any Street / Block Closure granted by the City of Newton will conform to all applicable local ordinances and state laws.

Duly signed by: Dave Baughman
 Print or type name here: David Baughman

COMMISSION COMMUNICATION	
FOR MEETING OF	2-28-2017
AGENDA ITEM	4
FOR ACTION	

Problem Gambling Awareness Month

Whereas, the National Council on Problem Gambling and the South Central Problem Gambling Task Force has designated March 2017 as Problem Gambling Awareness Month;

Whereas, problem gambling is a public health issue affecting millions of Americans of all ages, races, and ethnic backgrounds;

Whereas, problem gambling has a significant societal and economic cost for individuals, families, businesses and communities;

Whereas, problem gambling is treatable and treatment is effective in minimizing this harm to both individuals and society as a whole;

Whereas, numerous individuals, professionals and organizations have dedicated their efforts to the education of the public about problem gambling and the availability and effectiveness of treatment;

Whereas, the National Council on Problem Gambling and the South Central Problem Gambling Task Force invite all residents of Newton, Kansas to participate in Problem Gambling Awareness Month.

Therefore, I, Barth Hague, Mayor, do hereby proclaim the month of March 2017 as:

Problem Gambling Awareness Month

in Newton, Kansas and encourage all citizens to support the National Council on Problem Gambling and the South Central Problem Gambling Task Force in their efforts to Have the Conversation with friends, family, patients and clients about gambling addiction.

Mayor of Newton, Kansas

COMMISSION COMMUNICATION	
<i>FOR MEETING OF</i>	2-28-2017
<i>AGENDA ITEM</i>	7
<i>FOR ACTION</i>	