

**ANDOVER CITY COUNCIL
Tuesday, January 11, 2011
Minutes**

The Andover City Council met for a regular meeting on Tuesday, January 11, 2011, at 909 N. Andover Road in the Andover Civic Center. Mayor Ben Lawrence called the meeting to order at 7:00 p.m. City Council Members present were Caroline Hale, J.R. Jessen, Clark Nelson, Sheri Geisler and Dave Tingley. Others in attendance were: City Administrator Sasha Stiles, Assistant City Administrator Jennifer McCausland, Director of Public Works and Community Development Les Mangus, Administrative Services Director Donna Davis, Fire Chief Jim Shaver, Police Chief Mike Keller, City Clerk Susan Renner, IT/Communications Director Bill Duggan, City Engineer Mike Thompson, and City Attorney Norman Manley. Council Member Julie Reams was absent.

The invocation was given by Reverend Leon Hiebert.

Invocation

The Pledge of Allegiance was led by Mayor Lawrence.

Pledge of Allegiance

Mayor Lawrence opened the floor to public comment. No public comment was made. Mayor Lawrence closed the public forum.

Public Forum

Kent Bush, Augusta Gazette Editor, announced the debut of the ‘Andover American’, a weekly newspaper for Andover with a daily on-line version. Mr. Bush stated they would office at 149 N. Andover Road, with two employees, and has twenty-one confirmed distribution locations for the weekly Friday paper. Mr. Bush invited the public to attend a launch party at the Hereford House on Wednesday, January 19.

Kent Bush
Andover American

A motion was made by Council Member Nelson, seconded by Council Member Geisler, to accept the agenda as presented. Motion carried 5/0.

A motion was made by Council Member Nelson, seconded by Council Member Jessen, to approve the consent agenda as presented.

Consent agenda

A. Approval of Minutes: City Council Workshop, December 27, 2010
City Council Meeting, December 28, 2010

B. Reports Fire Department December 2010

C. Approval of appropriation ordinance B-24-10 in the amount of \$458,353.64

D. Approval of Wastewater Department purchase Coilert E-Coli testing equipment from IDEXX of Westbrook, Maine, in the amount of \$4,457.

- E. Approval of a change order from Cornejo for the Main, Mike & May Streets project in the amount of \$7,772 to adjust contract pay quantities to actual construction quantities.
- F. Approval of a request for a private class ‘C’ fireworks display at 724 W. Jamestown Street on February 4, 2011, between 6 and 10 p.m.

Motion carried 5/0.

Mayor Lawrence presented a resolution amending the Code of Municipal Policies, City of Andover, Chapter 2, Personnel, Article 2 -1.4 Position Descriptions, modifying the Assistant City Administrator job description to an exempt position.

Resolution 11-01
Municipal Policies

Sasha Stiles stated Ms. McCausland would be allowed to utilize any comp hours she currently has but they would not continue to accumulate. There were also a few grammatical errors corrected.

A motion was made by Council Member Geisler, seconded by Council Member Hale, to approve the resolution as presented. Motion carried 5/0. Resolution number 11-01 was assigned.

Sasha Stiles presented a statement from the Kansas Municipal Insurance Trust (KMIT) for the 2011 renewal of workers compensation insurance in the amount of \$74,285. Ms. Stiles added this is a 3.4 % increase from the 2010 premium and under the \$75,840 that was budgeted for 2011.

KMIT renewal

A motion was made by Council Member Hale, seconded by Council Member Geisler, to approve the payment to KMIT in the amount of \$74,285.00. Motion carried 5/0.

Bill Duggan presented pricing for the addition of music to the city cable channel 7 at an approximate cost of \$650 annually.

Music on channel 7

Sasha Stiles stated this had not been budgeted for 2011.

Council Member Geisler stated she would like to have the music but at no charge to the City.

Council Member Nelson stated he had understood the quality of the transmission would improve when moved to the new facility and upgrading from analog to digital.

J.R. Jessen stated he felt it was worth staff looking into finding the funding to add the music.

Ms. Stiles stated staff would do further investigating and provide the additional information to Council at a future meeting.

A motion was made by Council Member Jessen, seconded by Council Member Tingley, at 7:31 p.m. to recess the City Council meeting and convene the Andover Public Building Commission meeting.

Recess City Council meeting

Public Building Commission President Hale called the meeting to order at 7:31 p.m. Public Building Commissioners present were Dave Tingley, J.R. Jessen, Ben Lawrence, Clark Nelson, and Sheri Geisler. Also in attendance was Public Building Commission Secretary Susan Renner. Public Building Commissioner Julie Reams was absent.

Public Building Commission call to order

A motion was made by Public Building Commissioner Jessen, seconded by Public Building Commissioner Tingley, to approve the minutes from December 14, 2010. Motion carried 6/0.

December 14, 2010 minutes

City Administrator Sasha Stiles presented Key Construction change order #23 for a box and conduit for a panic alarm at the front of the new facility. Ms. Stiles explained this would allow someone in need of help, after office hours, to contact dispatch at the Police Department via the intercom.

Key Construction change order #23

A motion was made by Public Building Commissioner Geisler, seconded by Public Building Commissioner Jessen, to approve the change order as presented in the amount of \$387. Motion carried 6/0.

Sasha Stiles presented Key Construction change order #25 for the deletion of wood panels from inside the reception area. This area has been replaced with sheet rock.

Key Construction change orders #25 & #26

Sasha Stiles presented Key Construction change order #26 for the deletion of metal panels from the upper columns in the foyer which is directly related to change order #25.

A motion was made by Public Building Commissioner Lawrence, seconded by Public Building Commissioner Jessen, to approve the change order #25 as presented in a credit amount of -\$770 and change order #26 in a credit amount of -\$960. Motion carried 6/0.

A motion was made by Public Building Commissioner Geisler, seconded by Public Building Commissioner Jessen, at 7:38 p.m. to adjourn the Public Building Commission meeting and reconvene the Andover City Council meeting. Motion carried 6/0.

Adjourn and reconvene City Council meeting

Mayor Lawrence called for Council Member items.

Member items

Member items

Council Member Dave Tingley

- Thanked staff for working out in the snow.

Council Member Jessen

- Also thanked the staff for their hard work in the cold weather.

Council Member Hale

- Wished everyone a Happy New Year.

Council Member Nelson had none.

Council Member Geisler

- Confirmed dates of February Council meetings.
- Inquired about date of the Open House.
- Inquired about the hiring of the administrative secretaries. Sasha Stiles stated one administrative secretary begins January 17 and one on January 18.

Mayor Lawrence

- Reminded everyone of the Annual Employee Appreciation Banquet on Saturday, January 15.
- Stated this was the last broadcast for the City Council at this address, 909 N. Andover Road. The next Council meeting, January 25th, will be held and broadcast from the new facility at 1609 E. Central. He added he was glad the new facility was built; this facility has had many years of use and will continue with the courts and police department expanding into the areas vacated by city offices.

A motion was made by Council Member Hale, seconded by Council Member Geisler, at 7:45 p.m. to recess the meeting to January 5, 2011, at 5:00 p.m., at Stooges, 220 W 3rd, for the Annual Employee Appreciation Banquet. Motion carried 5/0.

Recess to January 15, 2011, for Employee Appreciation Dinner

Respectfully Submitted by

Susan Renner

City Clerk

Approved this 25th day of January, 2011 by the City Council, City of Andover.