

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, December 17, 2018**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **December 17, 2018** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Donna Clasen** presiding. Council members present were **Karen Fitzmier, Kevin Reid, Alex McCreath, Jennifer Herington.** and **Pat Stivers.**

Also present were: **Richard LaMunyon**, City Administrator; **Rebecca Bouska**, Deputy City Administrator; **Sue Villarreal**, Deputy City Clerk, **Matt Jensby**, Police Chief; **Ron Smothers**, Public Works Director; **Bill McKinley**, City Engineer, **Kim Edgington**, Planning Administrator, **Jolene Graham**, Executive Assistant, **Tom Powell**, City Attorney and **Mitch Walter**, Bond Counsel.

**APPROVAL OF AGENDA:**

The Agenda was submitted for approval. The Pizza Hut North and Pizza Hut Bistro CMB licenses request was added to the consent agenda and Item 9C Zoning Fee Resolution was removed.

**MOTION:** **Fitzmier** moved to approve the agenda as amended.  
**McCreath** seconded. Motion declared carried.

**PUBLIC HEARING FOR 2018 BUDGET AMENDMENT:**

**Mayor Clasen** opened the Public Hearing at 7:04 pm. Hearing no comments, the Public Hearing was closed.

**CONSENT AGENDA:**

The Consent Agenda was submitted for approval including:

- a. Approval of Minutes – City Council Regular Meeting of November 19, 2018 and Special Meeting of November 28, 2018.
- b. Receive and file minutes from the Planning Commission of October 4, 2018.
- c. Receive and file minutes from the Park and Tree Board of August 14, 2018.
- d. Cash Disbursements from November 1, 2018 thru November 30, 2018 in the amount of \$794,657.18 (Check #67704 thru #67825).
- e. Approval of Cereal Malt Beverage applications from January 1, 2019 through December 31, 2019 for Kwik Shop and Holiday Inn Express.
- f. Approval of Cereal Malt Beverage applications from January 1, 2019 through December 31, 2019 for Pizza Hut North and Pizza Hut Bistro.

**MOTION:** **Stivers** moved to approve the Consent Agenda as amended.  
**McCreath** seconded. Motion declared carried.

**AMENDMENT OF THE 2018 BUDGET:**

The amended 2018 Budget increasing budget authority in the general, street, wastewater and water funds was submitted for approval.

**MOTION:** **Herington** moved to adopt the amended 2018 budget as published.  
**Fitzmier** seconded. Motion declared carried.

**PLAT S/D 03-018 NICK'S ADDITION**

The final plat for the Nicks Addition was submitted for Council approval.

**MOTION:** **Fitzmier** moved to accept the Nicks Addition final plat S/D 03-018 and file with the County Register of Deeds.  
**Stivers** seconded. Motion declared carried.

**PERSONNEL POLICY MANUAL REVISIONS:**

The revisions to the Personnel Policy Manual were submitted for Council approval.

**MOTION:** *Stivers* moved to adopt the revised Personnel Policy with the following changes:

1. Minor technical changes in Section IV 4.01 and 5.05.
2. Changed pay plan review from three years to annually, Section V, 5.02.
3. Changes to the Police Department Organizational Chart
4. Pay Plan changes for the Police Department
5. One new Patrol Officer Position  
Lieutenant, Police Administrative Sergeant, Police Patrol Sergeant, School Resource Officer, Recruit Officer, Patrol Officer I, Patrol Officer II, and Master Patrol Officer.

*Fitzmier* seconded. Motion declared carried.

**MASTER PARK PLAN 2019 UPDATE**

An update for the 2019 Master Park Plan Objectives was submitted for Council approval.

**MOTION:** *Fitzmier* moved to approve the Master Park Plan 2019 Update as submitted.  
*Herington* seconded. Motion declared carried.

**RESOLUTION FOR IRB REDEMPTION (OPTOMETRICS)**

A resolution authorizing the redemption of IRB bonds issued to OBS properties was submitted for Council approval.

**MOTION:** *Reid* moved to approve the resolution to authorize the redemption and payment of the Bonds and the conveyance of the facility to OBS Properties, LLC  
*McCreath* seconded. Motion declared carried.

*City Clerk assigned resolution #625-18*

**EXECUTIVE SESSION**

*Mayor Clasen* requested a 25-minute executive session with the City Attorney to discuss form of government and potential litigation.

**MOTION:** *Fitzmier* moved to recess into executive session for 25 minutes to discuss form of government and potential litigation with the City Attorney pursuant to the exception, for matters which would be deemed privileged in the attorney-client relationship under the Kansas Open Meetings Act and the open meeting will resume in this room at 8:30 p.m.  
*Stivers* seconded. Motion declared carried.

Council entered executive session at 8:05 pm and reconvened the open meeting at 8:30 p.m. No action was taken.

**MOTION:** *Reid* moved to re-enter executive session for 10 minutes to discuss form of government and potential litigation. The open meeting will resume in this room at 8:45 p.m.  
*McCreath* seconded. Motion declared carried.

Council entered executive session at 8:35 pm and reconvened the open meeting at 8:45 p.m. No action was taken.

**ADJOURNMENT:**

With no further business before the Council,

**MOTION:**     *Stivers* moved to adjourn.  
                  *Reid* seconded. Motion declared carried.  
                  Meeting adjourned.

**Respectfully submitted by:**

Sue Villarreal, Deputy City Clerk