***MINUTES OF THE REGULAR MEETING OF DECEMBER 12, 2022***

The Governing Body of the City of Hoxie, Kansas, met in regular session on Monday, December 12, 2022, at 6:00 p.m. at the City Office. Present were:

 Jim Erwin, Street Commissioner

 Kevin Schoendaler, Water Commissioner

 Janet Bainter, City Clerk

 Justin Armknecht, City Superintendent

 Paul Wisinger, Chief of Police

 Harry Joe Pratt, City Attorney

The meeting was called to order by Jim Erwin, Chairman of the Board, at 6:00 p.m.

**Minutes**

The minutes of the regular meeting of November 14, 2022, were read and approved on a motion made by Schoendaler and a second by Erwin. Motion carried 2-0.

**Warrants**

The warrants and overtime for the month of November were reviewed, approved, and signed by the board.

**Cereal Malt Beverage License Applications**

The Board reviewed and approved the Cereal Malt Beverage Applications as presented.

**End of Year Transfers**

On a motion by Schoendaler and a second by Erwin, the board approved the following transfers:

General to Equipment Reserve $10,000

General to Capital Improvement $10,000

Water to Equipment Reserve $5,000

Water to Bond & Interest $17,500

 Sewer Maintenance to Equipment Reserve $15,000

Sewer Maintenance to Bond & Interest $99,693

Motion carried 2-0.

**2023 Blue Cross Blue Shield Renewal**

Bainter reviewed the health insurance rates for 2023 with the Commission. The monthly premium for 2023 will be $471.56 which is an increase of $60.16 per employee. Schoendaler made a motion to renew the City’s Blue Cross Blue Shield policy for 2023. Erwin seconded the motion. Motion carried 2-0.

**Advance Life Insurance Renewal**

Erwin made a motion to approve the renewal with Advance Life Insurance for employee life insurance for 2023. Schoendaler seconded the motion. Motion carried 2-0.

**Airport Board**

Erwin made a motion to reappoint Darrick Zerr to the Hoxie City/Sheridan County Airport Board. Schoendaler seconded the motion. Motion carried 2-0.

**City Depositories**

On a motion by Schoendaler, the First State Bank, Equity Bank and the People’s State Bank were named as the City Depositories. Erwin seconded the motion. Motion carried 2-0.

**Trash Exemption**

Bainter presented an application for Trash Exemption at 1541 Locust to the Commission. Schoendaler made the motion to approve the exemption. Erwin seconded the motion. Motion carried 2-0.

**Nuisance cats**

Discussion was held on all the stray cats around town that are being fed. Chief Wisinger was asked to talk to or send a letter to the people that are feeding them to let them know that if they are going to continue feeding them then they need to tag them or they will need to get rid of them.

**Hoxie Vet bill**

Wisinger presented a bill to the Commission from Hoxie Vet Clinic for the boarding and euthanasia of a dog that was found and taken to the Vet. The Vet held the dog for almost 2 weeks trying to find it a home before euthanizing it. Erwin made a motion to pay the bill. Schoendaler seconded the motion. Motion carried 2-0.

**Update police radio**

Wisinger presented a quote for the new radios. He stated that the State is changing the format on the radios, so they need to be updated. EMS and the Sheriff’s office have already updated theirs. Erwin questioned whether he could get by with 1 mobile and 1 portable since we only have one police officer now and the Charger is hardly ever driven. Wisinger stated that he would need 2 portables so he would have a back up but could get by with just 1 mobile radio and could move the mobile to the Charger if needed. Erwin made a motion to purchase 1 mobile and 2 portable radios from Motorola Solutions at an estimated cost of $10,000.00. Schoendaler seconded the motion. (2-0)

**Computer for Chief**

A quote from CK Technologies for $3,040.00 was presented for a new computer for Chief Wisinger’s office. Erwin made a motion to purchase the computer, seconded by Schoendaler. Motion carried 2-0.

Weston Bainter entered the meeting at 6:36 p.m. He wanted permission to build an iron rack for the long steel at the east shop to keep it more organized and out of the street. Erwin and Schoendaler said they are both good with it as long as it doesn’t block the view at the corner. Bainter exited at 6:39 p.m.

**Lead and Copper rule**

Armknecht explained that the EPA is requiring water suppliers to inventory every house and every water meter to identify the materials used in the construction of the water system. The goal is to identify and remove all lead pipes in the drinking water system. Letters will be sent to homeowners asking for information regarding their home’s plumbing. This information must be submitted to KDHE by October 16, 2024. Armknecht stated that he would like to look into purchasing a vacuum excavator to check the lines.

Shelby Moss entered the meeting at 6:49 p.m. on behalf of the Sheridan County Economic Development committee to discuss a recruitment and retention plan through the Northwest Kansas Economic Innovation Center. Shelby explained that they are looking to put a recruitment plan together which will then be submitted to NWKEIC, if the plan is approved then they will provide the County with a $60,000 in incentive funds to be used to recruit needed positions in the community. They were asking for a City Commissioner to be on the committee. The Commission will discuss it at the January meeting and let Shelby know what was decided. Shelby exited at 6:57 p.m.

**Executive Session**

At 6:58 p.m. on a motion made by Erwin and a second by Schoendaler, the Commissioners entered into executive session for a period of 30 minutes to discuss matters related to non-elected personnel. Present were the board, Janet Bainter, Justin Armknecht, Paul Wisinger, and Harry Joe Pratt. The board exited at 7:23 p.m. with no motions being made.

**Annual Pay Increases**

Erwin made a motion to give all employees a 4% pay increase for 2023 except for Brian King who will receive a $1.00 per hour increase plus 4%. Schoendaler seconded the motion. Motion carried 2-0.

**Adjournment**

With no further business, Schoendaler made a motion to adjourn. Erwin seconded the motion. Motion carried 2-0.

Janet Bainter, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk Darrick Zerr, Mayor

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 Jim Erwin, Street Commissioner

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 Kevin Schoendaler, Water Commissioner