

MINUTES OF A MEETING
OF THE GOVERNING BODY OF
THE CITY OF HAYS, KANSAS
HELD ON JUNE 13, 2019

1. CALL TO ORDER BY CHAIRMAN: The Governing Body of the City of Hays, Kansas met in regular session on Thursday, June 13, 2019 at 6:30 p.m.

Roll Call: Present: Henry Schwaller, IV

Shaun Musil

Sandy Jacobs

Ron Mellick

Eber Phelps

Mayor Schwaller declared a quorum was present and called the meeting to order.

2. MINUTES: There were no corrections or additions to the minutes of the regular meeting held on May 23, 2019; the minutes stand approved as presented.

3. CITIZEN COMMENTS: There were no comments.

4. EMPLOYEE PROMOTIONS AND NEW HIRES: Don Scheibler, Police Chief, introduced Aaron Ewy and Alex Broadway who were recently hired as Police Officers. He also recognized David Odle who was promoted to Police Corporal.

5. CONSENT AGENDA: There were no items on the Consent Agenda for consideration.

NEW BUSINESS

6. 2019 LEGISLATIVE SESSION RECAP: Representative Barbara Wasinger and Senator Rick Billinger provided an update on the 2019 State of Kansas Legislative Session.

Commissioner Jacobs and Mayor Schwaller thanked them for the attention they have given to the Division of Family and Children Services. They

discussed the number of children looking for good homes and the difficulties in becoming a foster parent.

7. PURCHASING POLICY REVISIONS: City Manager, Toby Dougherty, reported that the current Purchasing Policy was adopted in 2003 with minor revisions made in 2007 and 2008. The policy remains largely unchanged in the 16 years since its adoption and is in need of updates. Mr. Dougherty reviewed the suggested updates to the policy which include:

- Spending limits in the policy have been adjusted to better meet operational needs.
- All references to a stand-alone Purchasing Agent have been removed. The City Manager is the Purchasing Agent by Code and can delegate or assign that duty as they see fit. There is no need to have detailed language in this document.
- The City Attorney has inserted language regarding contractual provisions as spelled out in the Code of Ordinances.
- A new section titled “Service Calls” has been added.
- A new section titled “Vehicle and Equipment Purchases from State/Federal Contracts” has been added. This section codifies the process that has been used since 2004.

Mr. Dougherty explained the new section titled “Service Calls and Diagnostic Repairs”, which he said essentially, codifies what City employees are already doing. He stated the way the purchasing policy is currently written, the City must acquire three quotes from different suppliers, but companies don’t want to provide quotes when they don’t know what the problem is yet. Usually, City staff will call a company to evaluate the problem, and if an immediate repair is needed they will ask the service provider to fix it on the spot. Otherwise, quotes are solicited.

At the June 6, 2019 Work Session the Commission suggested the section titled Service Calls be changed to Service Calls and Diagnostic Repairs.

Sandy Jacobs moved, Shaun Musil seconded, to approve the revised Purchasing Policy as presented.

Vote: Ayes: Henry Schwaller, IV

Shaun Musil

Sandy Jacobs

Ron Mellick

Eber Phelps

8. PROGRESS REPORT: City Manager, Toby Dougherty, presented a monthly report of city-related activities, services, and programs.

9. COMMISSION INQUIRIES AND COMMENTS: Vice-Mayor Musil commended the Convention and Visitor Bureau for their work on the Biking Across Kansas event. He has heard from participants that felt very welcome in our community.

Commissioner Mellick reminded everyone that the Hays Larks baseball season is beginning and it is a great time to enjoy a ball game.

Commissioner Phelps stated he has heard many positive comments about the Biking Across Kansas event and thanked everyone involved.

The meeting was adjourned at 7:24 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk