

GREAT BEND CITY COUNCIL MEETING

July 6, 2020

6:30 p.m.

AGENDA

Members present:

<input type="checkbox"/> Mayor Cody Schmidt	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Barry Bowers	<input type="checkbox"/> Councilmember Lindsey Krom-Craven
<input type="checkbox"/> Councilmember Brock McPherson	<input type="checkbox"/> Councilmember Junior Welsch
<input type="checkbox"/> Councilmember Alan Moeder	<input type="checkbox"/> Councilmember Dana Dawson
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Clerk/Finance Director Shawna Schafer
<input type="checkbox"/> Administrator Kendal Francis	<input type="checkbox"/> Attorney Robert Suelter

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on June 15, 2020.
- b) **Claim's Warrant Register 7-6-20:** Covering 2020 bills to date.
- c) **Payroll Register P/R 6-19-20 & 7-3-20:** Covering payroll ending June 13, 2020 in the amount of \$431,725.72 and covering payroll ending June 27, 2020 in the amount of \$347,908.80.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **Tree Trimmers License:** Arensman Tree Service (Ben Arensman) out of Kinsley, KS has applied for a tree trimmers license. Application has been received along with payment and copy of the insurance.
- f) **Tree Trimmers License:** Gray Tree Trimming (Aaron Gray) out of Russell, KS has applied for a tree trimmers license. Application has been received along with payment and copy of the insurance.
- g) **Relay for Life Street Closure:** Authorize closure of Lakin Avenue from noon to midnight on July 26, 2020.
- h) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

The public is free to comment on items not listed on the agenda. Please address comments to the City Council as a body and be mindful of others who may also wish to speak by limiting comments to 3 minutes.

D. NEW BUSINESS

1. **Councilmember Reports:** Councilmembers will report on the boards and commissions that they serve on.

Recommendation: Informational item.

2. **Administrators Update:** City Administrator Kendal Francis will present an update on what is happening within the City organization.

Recommendation: Informational item.

3. **Economic Development Report:** Economic Development Inc. will present the monthly report.

Recommendation: Informational item.

4. **Great Bend Oxford House Update:** Representatives from the Great Bend Oxford Houses would like to present an update to the Governing Body.

Recommendation: Informational item.

5. **Sewer Line Camera System:** The current system that we own is unreliable due to a software issue. It does not record video and as such we are not able to document areas of concern. We have 2 bids, one from Key Equipment which is Envirosight and one from Mayer which is Aries. The Key Equipment bid comes in at \$92,683 with all the attachments that would be required for our lines. Key Equipment's price includes a \$10,000 trade in for our existing camera system. The Mayer bid comes in at the \$77,825 and that includes the attachments that is necessary to do the job. Mayer does not want our current system. Assistant Public Works Director Jason Cauley will report.

Recommendation: Motion to approve the purchase of the sewer line camera system from Mayer for \$77,825.

6. **Wastewater Treatment Plant SCADA System:** In 2016 KDHE implemented more stringent criteria for nutrient removal. We now must be able to remove Ammonia, Nitrate, and Phosphorus at levels that we have not been able to before. This is extremely difficult to do manually. KDHE has been working with us through an independent contractor, Clean Water OPs, at no charge to us, to help us meet that criteria and help us with our process to convert these nutrients for removal. We have been trying with little to no success to meet these needs by manually switching on the mixer. However, the consultant has recommended automating the system with SCADA to achieve complete success. The System that we are recommending has unlimited expansion capabilities, which will allow us to eventually provide controls for the water wells and lift stations. Hammeke Electric provided us with the lowest base bid at \$137,522.30. However, they

also provided a bid that, though is more, we feel would be of most benefit. The higher bid for \$148,272.30 allows for a more robust remote access system which includes mobile integration. Additionally, it provides system access to more end users without additional costs. Finally, the programming logic code for the wells and lift stations can be written into the system now, at no additional cost. Assistant Public Works Director Jason Cauley will report.

Recommendation: Motion to approve the bid from Hammeke Electric for \$148,272.30.

- 7. FBO Agreement with P&N Flight and Charter:** The attached lease proposal follows a prolonged search and subsequent negotiation for a Fixed-Base Operator (FBO) to replace Centerline Aviation, whose contract had expired. The proposed agreement has the endorsement of the Airport Advisory Committee. Airport Manager Martin Miller will report.

Recommendation: Motion to authorize Mayor Schmidt to sign the Fixed-Based Operator Agreement with P&N Flight and Charter.

- 8. Park Pickup Purchase:** Through the capital improvement plan, we have budgeted for replacement of our older equipment. We would like to trade-in a 1999 Dodge Dakota with 172,000 miles for a 2020 Ford F250 4x4. Marmie Ford had the low bid at \$28,702. With the trade-in value of \$500, total cost is \$28,202. Public Lands Director Scott Keeler will report.

Recommendation: Motion to approve the low bid from Marmie Ford total cost of \$28,202.

- 9. DMA Architect Contract:** In April, the city council approved a project to remodel office space in the Events Center. Prior to that time, we had engaged DMA Architects to provide us with construction drawings and specifications as well as assistance with the bidding process. However, those agreements were never ratified. Then on awarding of the bid, we needed to enter into an agreement for construction administration but did not execute that agreement. We just recently realized the oversight. The cost for Construction Administration is \$10,000 and was not accounted for in the bid total. The design services and bidding assistance amounted to \$35,000. City Administrator Kendal Francis will report.

Recommendation: Motion to approve the contract with DMA Architects for the Construction Administration for \$10,000 and to ratify the agreements for design services and bidding assistance for \$35,000.

- 10. Standard Specifications and Details:** City staff has developed standard specifications for paving, drainage, waterline, and sanitary sewer improvements as well as standard details for construction of public infrastructure. Josh Golka with PEC will present.

Recommendation: Motion to adopt the Standard Specifications and Details

11. Illegal Dumping at Compost Site: The Department of Public Works has been experiencing growing problems with the dumping of trash, tires, construction debris and other items at the city operated compost site. Jason Cauley reports that the expenses the city is experiencing are getting larger. Additional signage will be placed at the site and the Department plans on the installation of more cameras monitoring the activities. This issue has been discussed with the Police Department and violators will be cited and prosecuted. This ordinance imposes specific penalties for persons dumping items other than trees, tree limbs and yard waste. City Attorney Robert Suelter will report.

Recommendation: Motion to adopt Ordinance No. 4356 for unlawful dumping at the city compost site.

12. Draft Food Truck Ordinance: The Governing Body has requested that an ordinance be prepared for the licensing of food trucks operating in the City of Great Bend. The City Attorney has prepared a draft ordinance for review by the Governing Body. City Attorney Robert Suelter will report.

Recommendation: Informational item.

13. Property Maintenance Discussion: At the June 15th work session, the City Council addressed concerns regarding the current processes involved with property maintenance enforcement. They requested changes to the current ordinances regarding notifications and penalties involved. City Administrator Kendal Francis will report.

Recommendation: Informational item.

ADJOURNMENT