

GREAT BEND CITY COUNCIL MEETING

October 21, 2019

6:30 p.m.

AGENDA

Members present:

<input type="checkbox"/> Mayor Joe Andrasek	<input type="checkbox"/> Councilmember Cory Urban
<input type="checkbox"/> Councilmember Barry Bowers	<input type="checkbox"/> Councilmember Jessica Milsap
<input type="checkbox"/> Councilmember Brock McPherson	<input type="checkbox"/> Councilmember Andrew Erb
<input type="checkbox"/> Councilmember Dan Heath	<input type="checkbox"/> Councilmember Dana Dawson
<input type="checkbox"/> Councilmember Jolene Biggs	<input type="checkbox"/> Deputy City Clerk Alison Urban
<input type="checkbox"/> Administrator Kendal Francis	<input type="checkbox"/> Attorney Robert Suelter

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on October 7, 2019.
- b) **Claim's Warrant Register 10-21-19:** Covering 2019 bills to date.
- c) **Payroll Register P/R 10-11-19:** Covering payroll ending October 5, 2019 in the amount of \$319,503.66.
- d) **Appointments:** Mayor Andrasek will make appointments as appropriate.
- e) **Cereal Malt Beverage License:** Tim Jacobs has applied for a one-day CMB license for a concert being held at the Great Bend Events Center on November 9th. Application has been submitted and requirements have been met.
- f) **Agenda:** Approval of agenda as submitted or amended.

B. OLD BUSINESS

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

D. NEW BUSINESS

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

Recommendation: Informational item.

- 2. CVB Director/Community Coordinator Report:** Community Coordinator Christina Hayes will present her monthly report.

Recommendation: Informational item.

- 3. Abatements:** Property Maintenance Enforcement Manager Austin LaViolette will present abatements.

Recommendation: Take action on abatements.

- 4. City of Great Bend Employee Handbook Revision:** The current Employee Handbook was approved by Council in December of 2015. We have spent that past year reviewing the policies and making the changes needed to bring our handbook up to date. The revision touches almost every policy in some way; some changes were small, and some changes amounted to a complete re-write of a policy. Legal Counsel from The Kansas League of Municipalities has reviewed the draft and made recommendations and changes as well. This was presented to council on October 7, 2019, and a motion was made to table until the October 21, 2019 meeting to vote on approval of the new handbook. Human Resource Director Randy Keasling will report.

Recommendation: Approval of the new City Employee Handbook.

- 5. Alley Vacation:** First Southern Baptist Church has requested the vacation of the east one-half of the alleyway between Harrison and Tyler. City Attorney Robert Suelter will report.

Recommendation: Approve Ordinance Number 4341, passing the vacation ordinance with the city retaining an easement for utility purposes.

- 6. Wheatland Rezoning:** Wheatland Electric Coop Inc., through the current owners of real estate, has requested the rezoning of certain real estate located on east 10th Street from R-1 (residential) to M-1 (light manufacturing). This rezoning would allow Wheatland to close the purchase on the real estate. Once closed, Wheatland would build an office building, storage facilities and a storage (lay down) yard on the real estate. The company would then re-locate its offices to that location. The former location at Broadway and Morton would house Sunflower Electric employees. The storage facility at Second and Main would be used by Sunflower to store equipment and supplies for its operation. The Planning Commission heard the matter on September 30, 2019, and recommended approval. City Attorney Robert Suelter will report.

Recommendation: Staff recommends approval of the request. To approve the request, it is recommended that a motion to accept the findings of fact as prepared by City Staff and recommended by the Planning Commission. If the previous motion passes it is recommended that a motion to adopt Ordinance 4342 be passed.

- 7. Propane Storage tank in C-2 Zone:** This item is a result of the request of Waters Realty to allow propane storage tanks up to 1,000 gallons to be present in a C-2 Zone. The City Staff has recommended approval of the request. The Planning Commission has also recommended approval of the ordinance modifying the zoning ordinance. In order to carry out this recommendation, it is recommended that the Governing Body adopt Ordinances Numbered 4343 and 4344. The Planning Commission has recommended the adoption of Ordinance 4343, that would amend the City's Zoning Ordinance. Ordinance Number 4344 would amend the City's Code of Ordinances to allow the Fire Chief to approve the placement of said tanks provided they meet the standard as set out therein. City Attorney Robert Suelter will report.

Recommendation: Staff recommends that the Governing Body pass a motion to adopt Ordinance Numbers 4343 and 4344.

- 8. Conditional Use Permit for Waters Realty LLC:** In the event Ordinances numbered 4343 and 4344 are passed, this item may be considered by the Governing Body. Waters Realty LLC has requested the issuance of a Conditional Use Permit to allow the business to develop a storage and dispensing facility for up to 1,000 gallons of propane at its business on K-96 highway. The Planning Commission considered this at its September 30, 2019 meeting and, after a public hearing, recommended approval. City Attorney Robert Suelter will report.

Recommendation: Staff recommends a motion to adopt the findings of fact prepared by City Staff and recommend for approval by the Planning Commission. Staff also recommends a motion to adopt Resolution Number 102119-__ approving the conditional use permit.

ADJOURNMENT