

City of Great Bend
February 4, 2019

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Joe Andrasek called the meeting to order at 6:30 p.m. with the following present: Councilmembers Andrew Erb, Jessica Milsap, Dana Dawson, Jolene Biggs, Chad Somers, Cory Urban, Dan Heath, and Brock McPherson. Also in attendance were City Administrator Kendal Francis, City Attorney Robert Suelter and City Clerk Shawna Schafer.

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on January 21, 2019.
- b) **Claim's Warrant Register #2-4-19:** Covering 2019 bills to date in the amount of \$547,553.23.
- c) **Payroll Register P/R 2-1-19:** Covering payroll ending January 26, 2019 in the amount of \$303,128.41.
- d) **Appointments:** Mayor Andrasek made the following appointments:
 - Planning Commission Board:
 - Steve Dobratz
 - LaDonna Moore
 - Economic Development Revolving Loan Fund Review Committee
 - Dana Dawson
 - Chad Somers
 - Barry Bowers
- e) **Township Fire Contracts:** Each year, the contracts with the four Townships, (Liberty, Great Bend, South Bend, and Buffalo) that we provide fire protection to are renewed. Attached is a memo from Fire Chief Luke McCormick regarding the fire contracts. Approval for Mayor Andrasek to sign the four 2019 Fire Township contracts.
- f) **No Parking - 8th Street from McKinley to Grant:** Eighth Street is now open and is a three-lane street. There is no need or room for parking on the street. Parking on the north side and south side of the street should be prohibited. Approval of Resolution Number 020419-B to prohibit parking on Eighth Street.
- f) **Agenda:** Mayor Andrasek amended the agenda to remove the Job Fest sponsor request as Scott Donovan was unable to make the meeting and the Network Infrastructure as the Mayor requested staff to compile additional information. He also added to the agenda the appointment of the Public Works Director. Councilmember Somers also requested to add a discussion on the financial management policy.

Mr. Erb made a motion to approve the consent agenda as amended. The motion was seconded by Mr. Dawson and passed with all voting in favor.

B. OLD BUSINESS: There was no old business.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS: There were no visitors or announcements.

D. NEW BUSINESS

1. **Councilmember Reports:** Councilmember Somers reported on the first Chamber Board meeting he attended.
2. **Administrators Update:** City Administrator Kendal Francis distributed his report regarding activities of various city departments.
3. **Economic Development Report:** Chamber President/CEO Jan Peters presented her monthly report
4. **Abatement Requests:** Property Maintenance Enforcement Manager Austin LaViolette presented the following abatement to the Governing Body:
 - a. **1600 Baker Street:** Trash and refuse including, but not limited to; metals, wood construction materials, plastics, mower parts, vehicle parts, and other general trash that needs to be removed located at 1600 Baker Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 020419-A.

Mr. Dawson made a motion to approve Resolution Numbers 020419-A. The motion was seconded by Mr. Urban and passed with all voting in favor.

5. **Change of Date for the Next Regular Council Meeting:** The next regular council meeting falls on Presidents Day which is a Holiday observed by the City. It is suggested that the meeting be held on Tuesday, February 19, 2019 at 6:30 p.m. Ms. Biggs made a motion to hold the next regular city council meeting on Tuesday February 19, 2019 at 6:30 p.m. Mr. Erb seconded this motion and passed with all voting in favor.
6. **Stryker Cot and Power Load System:** Fire Chief Luke McCormick reported that approximately four years ago we installed the first power load system in an ambulance. Since then we have determined the value of having a power load system along with a power cot in our ambulances. In 2018 approximately 85% of our current calls were EMS based. The power load system reduces the risk of back injuries from loading the cot into the ambulance by 100%, as it removes the Firefighter from lifting the cot. Currently three of the four ambulances are equipped with the power load system and our goal is to outfit all four ambulances the same. The cost for the Stryker Cot and Power Load System from Stryker Medical is \$39,843.00. Mr. Urban made a motion to

approve the Stryker Cot and Power Load System for from Stryker Medical for \$39,843.00. Mr. Dawson seconded this motion and passed with all voting in favor.

- 7. Washington DC Trip:** City Administrator Kendal Francis reported that The City of Great Bend is part of a contingency of cities/counties and economic development organizations in western Kansas who make an annual trip to Washington D.C. to visit with legislative staff and lobby for Federal assistance for projects here in our area. Traditionally both the City and Chamber/Eco Devo groups, from all cities/counties involved, send representatives. I think it is highly important for us to continue to participate. It is a long-term investment that will help us to strengthen our legislative connections, and promote the continuation of Federal funding for our local and regional projects. The estimated cost per person is around \$1500 per person. Mr. McPherson expressed his opinion stating that he has gone on this trip before with a different organization and thought it was worthless. Other members expressed that the cost is minimal to the amount of federal funding the City has received and thought it was good for City representatives to be there to advocate for our City. Mr. McPherson made a motion to not send any council representatives. This motion died to a lack of second. Mr. Urban then made a motion to send up to 3 council representatives with the City Administrator. Ms. Biggs seconded this motion and passed by a vote of 6-2 with Mr. McPherson and Mr. Heath voting no.
- 8. Waterline Change Order #4:** On-call City Engineer Josh Golka reported that the current remaining budget available for additional waterline improvements total \$516,468.89. There were some emergency repairs at 24th and Washington and 3rd and Hubbard that totaled \$72,335.00. Staff identified additional work at 24th and Adams and 18th and Baker that totaled \$27,711.04. Staff also identified some modifications that totaled \$14,160.62. The total for change order #4 would be not to exceed \$114,206.66. Mr. Urban made a motion to approve change order #4 for the Waterline Improvement project not to exceed \$114,206.66. Ms. Biggs seconded this motion and passed with all voting in favor.
- 9. Appointment of Director of Public Works:** City Administrator Kendal Francis reported that Simon Wiley has served the past 6 months as Assistant Public Works Director. During that time, he has immersed himself in the department, overseeing its day-to-day operations. Simon has demonstrated excellent knowledge of street maintenance and construction. He is progressing in his knowledge and understanding of water and wastewater. He inherited multiple departmental issues and has proven his willingness and ability to address difficult situations. He has developed an excellent rapport with his fellow employees. Simon desires to better his technical knowledge as well as his leadership and supervisory abilities. To that end he has completed several courses through KDOT and the League of Kansas Municipalities. He is also currently participating in the Certified Public Manager's course. Ms. Biggs expressed her concerns about his knowledge on the water side and would want Kendal to still be heavily involved. Kendal stated that would not change but as far as day to day managing of that department, Simon has been doing all along. Mr. Urban made a motion to appoint Simon Wiley as the Director of Public Works. Mr. Heath seconded this motion and passed with all voting in favor.
- 10. Financial Management Policy:** Councilmember Somers reported that he has reviewed the Financial Management Policy, specifically the investment policy, and would like to

challenge staff to review our cash on hand for working capital (approximately \$17 million) and our self-insured health insurance account (approximately \$1.9 million) and look at some short-term investments to maximize return. Mr. Francis stated that we are meeting with banking institutions and will look into this but Mr. Francis does have some concern investing monies from the health insurance account as our maximum liability in a year could potentially be \$1.4 million dollars. Ms. Biggs also stated some concern of creating a lot more additional work with working with short term investments for the City Clerk/Finance Director. Mr. Francis noted once again we will look into this but if we were going to establish additional investments it will have to come through council for approval. No action was taken.

ADJOURNMENT: Mr. Heath made a motion that the meeting be adjourned. Mr. McPherson seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:42 pm.