

City of Great Bend
March 16, 2020

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Cody Schmidt called the meeting to order at 6:30 p.m. with the following present: Councilmembers Junior Welsch, Lindsey Krom-Craven, Dana Dawson, Jolene Biggs, Barry Bowers, Cory Urban, Alan Moeder, and Brock McPherson. Also in attendance were City Administrator Kendal Francis, City Attorney Robert Suelter, City Clerk/Finance Director Shawna Schafer.

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on March 2, 2020.
- b) **Claim's Warrant Register 3-16-20:** Covering 2020 bills to date in the amount of \$130,482.46.
- c) **Payroll Register P/R 3-13-20:** Covering payroll ending March 7, 2020 in the amount of \$338,796.14.

- d) **Appointments:** Mayor Schmidt made the following appointments:

Convention and Visitors Bureau Board:

- Jessica Milsap, Economic Development Director
- Jolene Biggs, City Council

- e) **Art & Wine Walk:** Request for unlicensed businesses to serve complimentary alcohol on their premises for the Art & Wine Walk event held on May 7, 2020 from 4:00p.m. to 8:00p.m. Approval of Resolution Number 031620-A.
- f) ~~**Cereal Malt Beverage License:** Edgar Jacobs with the Odin Store has submitted a one day Cereal Malt Beverage License for the Young Professionals Casino Night that is to be held on Saturday March 21, 2020. This does not meet the building inspection zoning requirements or the Fire Chief's Fire and Safety code, but they do recommend approval with council approval (see attached inspection sheet).~~
- g) **Cereal Malt Beverage License:** Tosha Tanner with the Corner Market at 2337 Washington Street has submitted a Cereal Malt Beverage License. They are taking over the Presto Convenience Store. All requirements have been met.
- h) **Agenda:** Mayor Schmidt amended the agenda to remove the Cereal Malt Beverage License for the Young Professionals Casino Night, add item number 10 for a Concessional Lease at ball complex, and to add item number 11 to discuss coronavirus.

Mr. Dawson made a motion to approve the amended agenda. The motion was seconded by Mr. Bowers 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 Ward 1 Appointment and Oath of Office:** The Councilmember Interview Committee recommends appointing Lindsey Krom-Craven as the 1st Ward Councilmember Representative with the term ending January 2021. Mr. Moeder made a motion to approve Lindsey Krom-Craven as the 1st Ward Councilmember Representative with the term ending January 2021 as recommended by the committee. The motion was seconded by Mr. Bowers and passed with all voting in favor. City Clerk/Finance Director Shawna Schafer administered the Oath of Office.
- 2. Councilmember Reports:** There were no councilmember reports.
- 3. Administrators Update:** City Administrator Kendal Francis presented an update on what is happening within the City organization.
- 4. CVB/Community Coordinator Report:** Community Coordinator Christina Hayes presented her monthly report.
- 5. Building Code Ordinances:** Building Inspector Logan Burns reported that the City of Great Bend is currently on the 2006 ICC, 2006 UMC, 2006 UPC and 2005 NEC codes. In order to keep up with updated codes and construction standards, the Great Bend Fire Department and Building Inspection department propose to adopt the 2018 ICC, 2018 UMC, 2018 UPC and 2017 NEC. The City is also including the 2018 International Building Code, 2018 International Residential Code, 2018 International Existing Building Code, 2018 International Fire Code, 2018 Uniform Mechanical Code, 2018 Uniform Plumbing Code and the 2017 National Electrical Code. We held a joint meeting with the Building Board and the BOCTEA Board and the proposed code adoption passed unanimously. Mr. Urban made a motion to approve Ordinance Numbers 4348 – 4353, adopting the new building codes. The motion was seconded by Mr. Welsch and passed with all voting in favor.
- 6. Brine Maker and Spreader Unit:** Street Superintendent James Giles reported that the Street Department's long-term goal has been to acquire the ability to pre-treat city streets with salt brine in advance of winter storm events. Brining saves manpower, and equipment wear and tear as salt brine will melt up to 2" of snow fall. Therefore, crews will not need to respond until 3" or more of actual snow fall has occurred. The recent purchase of the used dump truck provided substantial savings which in turn makes funds available to purchase the brining equipment. Staff requested bids for the brine equipment. Varitech Industries is the industry leader for this equipment and provided the lowest bid at \$41,664.03. The loader adapter is necessary to allow us to use it to load & unload the unit from the truck. Ms. Biggs made a motion to approve the

purchase of the Brine Maker and Spreader Unit from Varitech Industries for \$41,664.03. The motion was seconded by Mr. Bowers and passed with all voting in favor.

- 7. Mosquito Foggers:** Street Superintendent James Giles reported that Public Works performs an annual fogging program to help control the mosquito population. Currently we have 2 old units. One is a 2002 model that was purchased used from the City of Ellinwood and the other is 2 older units (1978 & 1992 models) that have been combined to make 1 workable unit. Both are obsolete, very unreliable and need replaced. Staff received price quotes for the desired units equipped with Smart Flow technology that provides auto-calibration for more accurate chemical disbursement as well as records all spray statistics which we are required by law to report and maintain. Clarke provided the lowest and best bid for 2 units at \$25,691.60. Funds are available from the savings realized by the purchase of the used dump truck. Mr. Dawson made a motion to approve the purchase of 2 mosquito foggers from Clarke for \$25,691.60. The motion was seconded by Mr. Bowers and passed with all voting in favor.
- 8. KDOT Cost Share Program – EBH Dragstrip Agreement:** Joel Krosschell with EBH Engineers proposed an agreement to provide both Design Services, to include Survey, Field Checks, Work Drawings, Specifications & Bid Letting as well as Construction Services, which in part includes construction inspections. The Design portion is for \$22,000 and the Construction portion is a not to exceed \$29,000. For a total project cost of \$51,000. Mr. Dawson made a motion to approve the Mayor to sign the agreement with EBH for a total cost not to exceed \$51,000. The motion was seconded by Ms. Biggs and passed by a vote of 7-0 with Mr. Moeder abstaining.
- 9. KDOT Cost Share Program with Barton County:** City Administrator Kendal Francis reported that in October of 2019, Barton County Commission applied to use the Cost Share Program to mill and overlay “Airport Road”. As at least half the road lies inside of the city limits, they requested the City split the cost of the local match. The City Council approved the partnering with the County on the application last year, however, their project was not funded. The 2nd round of Cost Share applications are now open and the Airport Road project remains in the project pool for this Spring. The County Engineer estimates construction costs to be approximately \$865,000. A 25% local match would equal \$216,250. An equal cost share would equate to \$108,125 apiece for construction. In addition, a rough estimate for design fees would be around \$20,000 depending on what KDOT requires. That would be an additional \$10,000 apiece for that cost, meaning the potential amount for each party would be just shy of \$120,000. The actual final cost would of course be dependent on the bids received. Mr. Urban made motion to approve the partnering with Barton County for the KDOT Cost Share Program for an equal cost share not to exceed \$120,000 for the mill and overlay of Airport Road. The motion was seconded by Mr. Moeder and passed with all voting in favor.
- 10. Concession Lease:** Public Lands Director Scott Keeler reported that he reached out to all individuals who have experience in concession leases regarding leasing the concession at the sports complex. Jason Ward was the only party that expressed interest in the lease for the 2020 season. City receives as rent 10% of gross revenues. Mr. Urban made a motion to approve the Mayor to sign the concession lease. The motion was seconded by Ms. Biggs and passed with all voting in favor.

11. Coronavirus: City Administrator Kendal Francis reported that the City has prepared the City's COVID-19 emergency plan. If a coronavirus case is confirmed within 100 miles of Great Bend, City Hall, The Front Door, Great Bend Events Center, Brit Spaugh Zoo, and Wetlands Waterpark would all be closed to the public until further notice. Payments for utilities can be made through the drive through window, the 3 dropbox locations, online payment, and auto bank draft. First responders have also been given special instructions on how to respond to subjects that may have been exposed to the virus. Mr. Dawson made a motion to change the distance to 60 miles that would enact the City COVID-19 Emergency Plan. The motion was seconded by Mr. Welsch and passed with all voting in favor.

ADJOURNMENT: Mr. Dawson made a motion that the meeting be adjourned. Ms. Biggs seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:48pm.