

City of Great Bend
April 6, 2020

REGULAR SESSION

The Governing Body met in Regular Session via ZOOM. 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.

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on March 16, 2020 and the Special Session held on March 20, 2020.
- b) **Claim's Warrant Register 4-6-20:** Covering 2020 bills to date in the amount of \$541,095.13.
- c) **Payroll Register P/R 3-27-20:** Covering payroll ending March 21, 2020 in the amount of \$423,294.74.
- d) **Appointments:** Mayor Schmidt made the following appointments:

Commision on Aging:

- Kim Stein

Mayor Schmidt also announced that there is 3 openings for the Tree Board and council representation opening for the Humane Society Board

- e) **Agenda:** Approval of agenda as submitted or amended.

Mr. Urban made a motion to approve the consent 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

1. **Bat Cats:** Roger Ward, with Bat Cats, addressed the Governing Body in regards to improvements at Al Burns Field. There has been much discussion about the ballfield lights being replaced for 4 years now and nothing has been done. City Administrator Kendal Francis reported that the specs have now been finalized and will be ready to go out for bid with hopes for installation for the fall. Due to the Pandemic, it has slowed this process down. Mr. Francis did note that due to the size of the project it will most likely be done in phases and his thoughts were that the softball fields will be completed first as a pole has already fallen. Mayor Schmidt asked to set up a meeting with the Recreation Commission and City staff to prioritize the project on which fields should be completed

first. The Governing Body also asked for a list from Mr. Ward on projects he would like to see completed.

D. NEW BUSINESS

- 1. Councilmember Reports:** Mr. Moeder requested an item to be on the next agenda to discuss local bidder options. Currently, our procurement policy states if the local bid is within 3%, \$5000 cap, then the award would go to the local bidder. Mr. Moeder would like to see this go to 5%. Governing Body ask City Administrator Kendal Francis to see what other Cities are doing as well.
- 2. Administrators Update:** City Administrator Kendal Francis presented an update on what is happening within the City organization.
- 3. Economic Development Report:** Jolene Biggs, Economic Development, Inc Board Member presented the monthly economic development report on behalf of Jessica Milsap, Economic Development Director.
- 4. Abatements:** Property Maintenance Enforcement Manager Austin LaViolette will present abatements.
 - a. 1415 16th Street:** Trash and refuse including, but not limited to; tires and other general refuse that needs to be removed located at 1415 16th Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 040620-A.
 - b. 301 Locust Street:** There is a Maroon Honda Car on the property that is not displaying current registration and/or is not in operable condition on real estate 301 Locust Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-B.
 - c. 301 Locust Street:** Trash and refuse including, but not limited to; tires and other general refuse that needs to be removed located at 301 Locust Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 040620-C.
 - d. 320 Fruit Street:** There is a white and greed Ford van on the property that is not displaying current registration and/or is not in operable condition on real estate 320 Fruit Street Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-D.
 - e. 323 Frey Street:** There is a brown Buick SUV on the property that is not displaying current registration and/or is not in operable condition on real estate 323 Frey Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-E.
 - f. 1715 Hubbard Street:** There is a red Ford and green Chrysler car on the property that is not displaying current registration and/or is not in operable condition on real estate 1715 Hubbard Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-F.
 - g. 308 Pine Street:** There are several appliances on the property that needs to be removed located at 308 Pine Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 040620-G.

- h. **2311 Polk Street:** There is a blue Ford on the property that is not displaying current registration and/or is not in operable condition on real estate 2311 Polk Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-H.
- i. **1407 Baker Street:** There is a maroon Jeep SUV on the property that is not displaying current registration and/or is not in operable condition on real estate 1407 Baker Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-I.
- j. **1314 Holland Street:** There is a maroon GMC SUV on the property that is not displaying current registration and/or is not in operable condition on real estate 1314 Holland Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-J.
- k. **1212 Holland Street:** There is a silver GMC van on the property that is not displaying current registration and/or is not in operable condition on real estate 1212 Holland Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-K.
- l. **712 Baker Street:** Trash and refuse including, but not limited to; couch and other general refuse that needs to be removed located at 712 Baker Street constituting an unlawful accumulation. This real estate is subject of Resolution Number 040620-L.
- m. **712 Baker Street:** There is a white Jeep SUV on the property that is not displaying current registration and/or is not in operable condition on real estate 712 Baker Street Street constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 040620-M.

Mr. Bowers made a motion to approve Resolution Numbers 040620A-M. The motion was seconded by Mr. Dawson and passed with all voting in favor.

5. **CDBG Revolving Loan:** City Administrator Kendal Francis reported that the City of Great Bend controls 2 economic development revolving loan funds through the Kansas Department of Commerce's CDBG program. The balance of which, as of 12/31/19 is a combined \$179,200. In response to the COVID-19 crisis, the Commerce is allowing immediate use of our local CDBG Revolving Loan fund monies to help support the working capital needs of existing small businesses. Although some of the requirements have been lifted, funding is to be based on job retention of which 51% must be Low to Moderate Income, and the business must provide a letter stating the company is either shut down or will be shut down due to COVID 19. Applicants are not required to provide business financial reports, matching funds or collateral. These monies are only available to businesses or non-profits within the Great Bend city limits. Department of Commerce is also allowing the local governing entities to decide the terms of funds; Grant or Loan, Interest Rate (must be 4% or less), Term (max 3 years), and number of interest only payments. I am recommending a loan with .5% interest and a maximum 3-year term and not more than 12-months of interest only payments. Mr. Urban made a motion to approve emergency CDBG funding for businesses. The motion was seconded by Ms. Biggs and passed by a vote of 7-1, with Mr. McPherson voting no.
6. **CDBG Application:** City Administrator Kendal Francis reported that DAT Fitness has applied for the CDBG revolving loan funds. They have applied for a \$4,000 loan for working capital. Working capital is defined as salaries/wages, inventory purchase, utilities, rent, insurance payments, etc. This is a 3-year loan @ .5% interest, and they have the option of making interest only payments for 12-months. They meet the requirements for job retention and the LMI restrictions. There is no penalty for early

repayment. Mr. Urban made a motion to approve DAT Fitness CDBG Loan Application. The motion was seconded by Ms. Biggs and passed with all voting in favor.

- 8. Application to Connect to City Sewer:** Building Official Logan Burns reported that Keven Arnberger with Pryor Sprinklers is currently constructing a building located right outside of city limits. Instead of using a septic system, they would like to utilize the City Sewer main that runs down 2nd Street. There is a \$1000 fee associated with tapping on the City Sewer and all applicable inspections are required. Mr. Welsch made a motion to approve Keven Arnberger with Pryor Sprinklers to connect to the City Sewer Main. The motion was seconded by Mr. Moeder and passed with all voting in favor.
- 9. Exemption of Microbrewery located within 200' of Church:** City Attorney Robert Suelter reported that Kevin Burkey and Ryan Fairchild are planning on opening a microbrewery at 1305 Main Street. Per state statute K.S.A. 12-17,122, the premises cannot be located within 200 feet of a public or parochial school, college or church. The River of Life Church is located at 1219 Main, 151' away from the proposed microbrewery. However, a City may, by ordinance, waive this restriction for licensed premises located within a core commercial district as defined by K.S.A. 12-17,122. [Subsection (d) of K.S.A. 41-710]. Mr. Urban made a motion to approve Ordinance No. 4354, waiving restriction for the microbrewery located with 200' of the church. The motion was seconded by Mr. Welsch and passed with all voting in favor.
- 10. Coronavirus:** City Administrator Kendal Francis gave an update Coronavirus (COVID-19). He also reported that with the recent passage of the Families First Coronavirus Recovery Act, and the even more recent publishing of Department of Labor rules regarding its usage, it has become apparent that municipalities need to set a list of exemptions as allowed by the legislation. These exemptions revolve around key and critical personnel. Exempted employees will be able to care for loved ones using traditional means and we will continue to provide flexibility in scheduling and leave time to ensure that ability. However, if we had several employees from critical departments access the 12 weeks of leave time as outlined by the Extended Family Medical .Leave Expansion Act, it could severely impact our abilities to provide essential services. The individuals listed in the policy we have drafted are City Administrator, Police Officers, Firefighters/EMS, Wastewater Treatment, Wastewater Collections, Water Distribution, and Cemetery. Mr. Bowers made a motion to approve the Families First Coronavirus Response Act Exempt Employees Policy. The motion was seconded by Ms. Krom-Craven and passed with all voting in favor.

ADJOURNMENT: Mr. Urban made a motion that the meeting be adjourned. Mr. Dawson seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:50pm.