

City of Larned, KS

Regular Session

Meeting Minutes

Monday, May 7th, 2018

6:30 P.M.

Mayor William Nusser called the regular session to order with the following Councilmembers present: Councilmember Kim Barnes, Councilmember Dennis Wilson, Councilmember Jason Murray, Councilmember Carroll Bennett, Councilmember Terry Clark, Councilmember Sharon McGinness, Councilmember Gary Rainbolt and Councilmember George Elmore.

City Attorney Ron Smith, City Manager Brad Eilts, and City Clerk Kara Rath were also present.

Visitors: Abby Holt, Jaidin Pinkston, Skye Feldman, Suzie Lidstrom, Ralph Streit, Cris Naegele, Allen Taylor, Charles Orth, Vanessa Feldman, Karen Van Vleet, Voronica Coons, Rick Reason, Joan Basgall, Cadee Upson, and Corin Runnels.

Pledge of Allegiance

Approval of Agenda

Jr. City Council was moved to the beginning of the meeting.

Councilmember Murray asked that a discussion take place on use of the Scout Building during the staff presentations.

Motion Passes

Approval of Consent Agenda:

Regular Session Council Meeting Minutes from April 2nd, 2018 were reviewed. A correction by City Clerk, Kara Rath was noted that during staff presentation Comfort Systems was the installer of the Bryant System, it was in fact Comfort Pro. The changes were made as well as the spelling of a visitors name.

No further discussion took place. Councilmember McGinness moved the minutes be accepted, Councilmember Bennett seconded.

Motion Passes.

Appropriation Ordinance #4:

Finance Director Monica Steiner was absent but prepared a report on the expenses listed on the financial report. On a motion by Councilmember Murray seconded by Councilmember Elmore and carried for Appropriation Ordinance #4 in the amount of \$842,790.23 and transfers more or less were approved for payment.

Discussion took place regarding the penalties for the lift station payments.

1,000 dollars a day penalties for the lift station. Agreement per week was to EBH. Murray stated he would like to look at loss of income.

City Attorney Ron Smith said penalties are always discretionary. Councilmember Murry suggests that lift station company pay for the EBH consulting fee that the City pays weekly.

Public Comments:

No comments were noted.

Jr. City Council:

Mayor Nusser presented the JRC with their certificates and a cake and punch reception was held for the graduating Seniors and the final Jr. City Council for the year 2017-2018.

New Business:

Marketing Assistance Request

The City of Larned is looking at collaborating with Pawnee County to market our Community and the opportunities here. This is in part a response to assist Larned State Hospital's employee recruitment efforts because it is well overdue. As we look at a comprehensive long-term marketing effort, the County has approved contracting with a local person to develop promotional videos and would like the City's assistance with the costs associated with the social media marketing. The long-term marketing project will encompass the use of local entities as available for several services, including video production.

The County has already dedicated \$5,000 for the video campaign and \$500 per month. They are asking the City for a matching \$500 per month, and they plan to ask the Chamber of Commerce as well. The City funds would come from the Administration Budget.

County Commissioner Bob Rein spoke to the council, Julie Mundon has been hired to develop a promotional video. The County is asking the City to pay up to \$500 a month for

12 months. The County has budgeted the advertising at \$1200/month and pay the videographer (Jason Keeler, Search Solutions, LLC.) \$300 per month. An expense report will be shared.

Mayor Nusser asked when the video would be ready and Commissioner Rein was confident in saying 30-45 days. The City will see the video before it goes live.

It was also discussed that the money would go through the Chamber of Commerce. The City will not make any contributions until after completion of the video. After 12 months all contributors will re-evaluate.

Councilmember Murray made the motion that the City contribute \$500.00 per month for the promotion marketing of Pawnee County. Councilmember Bennett seconded.

Motion passes.

Utility HelpNet Updates on Electric Projects

UHN is consulting on upgrades to our substation at Power Plant #1. The services include preliminary and primary design services as well as pre-construction and construction consulting. The contract for these services is not to exceed \$90,000. UHN is also working on an Arc Flash Study for the City at a cost not to exceed \$24,000.

The Arc Flash Study is complete per Cris Neagele.

Councilmember Barnes asked Mr. Naegele why the project has taken 3 years? Cris stated that there were a number of reasons for the delay. But the project has been completed and came in at budget and that there is a quality product.

The Sub-station will not exceed original contract. Some materials have already come into inventory, and formal construction will be prepped. Including grading work, fencing, work and line work. The city will have to bid out the construction work, will be able to approve by July council meeting.

Purchase of CAD System for Public Safety Departments

CAD stands for Computer Aided Dispatch. This system would be beneficial from a records management standpoint. IT would save time and allow for us to share and access data with agencies across the State of Kansas.

With the importance of this system it is something Police/Dispatch would like to implement this year. The quote from Enterpol indicates the hardware cost is \$8,043.99, cost of installation, training software, licensing and year 1 support and maintenance is

\$31,852.00. The annual maintenance after one year is \$6,292.00. The initial investment is a total of \$39,895.99.

Roughly two-thirds of the cost will come out of the 911 Fund. Currently, the 911 Fund has a little over \$71,000. The remaining amount would be cost shared between Police, Dispatch, Fire and EMS departments with roughly \$17,000 coming out of the General Fund. The County pays 40% of EMS and Dispatch costs, so we would be reimbursed about \$3,400.

Chief Orth spoke to the council, currently they run on a one man dispatch center and things can become difficult. This system would allow for dispatchers the time, it will not cause type writer back log and excessive overtime.

Councilmember Murry moved to purchase the CAD System for the Police and Dispatch Center, Councilmember Elmore seconded.

Motion Passes

Budget Meeting and Calendar

With a number of projects that have been undertaken and more on the horizon, some of these projects are included on the 2019 budget, the future of the pool, marketing the community, infrastructure improvement projects, grants and much more.

Schedule as follows:

Work session: May 21st,

Budget Workshops: June 18th, July 16th, 23rd

Councilmember McGinness moved that the dates be accepted, Councilmember Bennett seconded.

Motion Passes

Community Survey

The Community Development Block Grant (CDBG) program is a Federal project administered through Housing and Urban Development (HUD) via the Kansas Department of Commerce. The CDBG program assists communities (cities and counties) with funding that addresses three National Objectives: benefit low-to-moderate income (LMI) individuals and/or families, elimination of slum and blight, and assistance to a limited clientele-severely disabled adults, senior citizens, migrant workers, illiterate adults, persons with AIDS, and abused children. CDBG funds can also be accessed in the event of a community's Urgent Need.

Surveys can be conducted through the mail, by phone, or face-to-face. A mail-in survey is less expensive and time consuming option. Surveys would be sent directly to GPDI to be tabulated and the City of Larned would not see or have access to the information with names, addresses, and household data.

Great Plains Development Inc. (GPDI) in Dodge City will not charge the City for collection and tabulation of the surveys due to Pawnee County's participation in the regional planning program. Costs involved will be staff time preparing the survey instrument, paper, envelopes, postage, and advertising/promotion of the survey. Future rate and grant matching funds would have to be considered, depending on the project(s) pursued, at a later time. If the City opts to do a water project we would have to increase our water rates to \$32.86 for the first 5,000 gallons. Our current rate for 5,000 gallons is \$23.61.

The survey can be beneficial for many other projects besides water, including waste water infrastructure, streets, community centers, and fire trucks and fire stations.

City Manager Eilts requested direction on this survey.

Councilmember Wilson moved that City staff move forward with the Community Survey, Councilmember McGinness seconded.

Motion Passes.

Scout Cabin

The Summer Rec Program requested the use of the Boy Scout Cabin. It has been said that they will be allowed the use this year for the Summer Art Program. The issue is the bathroom is not ADA accessible. The Rec is aware of the ADA issues in regards to the bathroom and have no issues with that.

It was suggested to meet with the Rec about help with the facility to comply with ADA.

Staff Presentation:

Josh Kraisinger department head of Parks gave a report in regards to the Cemetery, it has been sprayed and has helped tremendously.

Schnack bathrooms will be open as of 5/8/18.

Alan Taylor, Street Department Supervisor, reported that west 14th street where the evergreens have been torn out, it will be a collaboration with the line crew to move the power poles closer to the road and replace the street lights. The Street crew is also planning to grade the slope back and landscape. He also reported that the KLINK Project is complete.

Executive Session:

Councilmember Murry, seconded by Councilmember McGinness moved the Council **recess** into executive session for 15- minutes for purposes of nonelected personnel annual evaluation of the City Manager.

At 9:21 P.M. Mayor Nusser announced the purpose of the executive session to review the City Manager's contract and evaluation.

At 9:36 the council reconvened in the Council Chambers.

At 9:38 P.M. Mayor Nusser announced that the next session will last 15 minutes and will conclude at 9:51 . The Council asked that City Manager Bradly Eilts attend along with City Attorney Ron Smith.

No action taken was taken.

City Clerk, Kara Rath

Mayor, William Nusser