

March 15, 2021

The City Council of Scott City met in regular session on the above date at 7:30 p.m. in City Hall.

Present were Mayor Everett Green, Council members Craig Richards, Jeff Allen, Kelly Funk, Bo Parkinson, Barb Wilkinson, Adam Winter, Armando Tarango, City Attorney Rebecca Faurot, and Assistant City Clerk Ruth Becker.

The Council and others recited the Pledge of Allegiance.

The minutes of the March 1, 2021 regular council meeting were presented.

Assistant City Clerk Ruth Becker noted that the balance stated for the Special Highway Fund was incorrect in the March 1, 2021 minutes. The correct balance as on March 1, 2021 was approximately \$290,000, with \$56,000 being spent since March 1, 2021 on crack sealing.

Motion by Bo Parkinson seconded by Jeff Allen to approve the minutes of the March 1, 2021 regular council meeting with the above listed amendments.

Vote – Unam.

Appropriation Ordinance #978B was presented.

Motion by Adam Winter seconded by Armando Tarango to approve Appropriation Ordinance #978B. Vote – Unam.

Indigent Defense Agreement, an agreement between the City and Bryce F. Haverkamp, to retain an attorney licensed in the State of Kansas to represent defendants who qualify for court-appointed attorneys in the Municipal Court of the City was presented.

City Attorney Faurot stated that the contract and fees are the same in this contract as in years past and that Mr. Haverkamp does a good job for the City. She recommended that the City approve the contract & offer it to Mr. Haverkamp.

Motion by Kelly Funk seconded by Jeff Allen to approve *Indigent Defense Agreement* between the City and Bryce F. Haverkamp, for the term beginning April 15, 2021 and ending April 15, 2022. Vote – Unam.

Provided in the packet was *Annual Insurance Renewal Proposal-Package Policy Effective 4/1/2021-4/1/2022* provided by The Rodenbeek & Green Agency. Everett Green temporarily recused himself as Mayor and took the podium as the insurance representative to the City of Scott City to present the City's insurance package.

Mr. Green began by noting that the overall premium has increased by approximately 9.5% from the 2020 renewal, but that the blanket property coverage has also increased by approximately \$1.25 million to a total of \$10.42 million. He indicated that Covid-19 has played a role in increased premiums across the board, not just locally.

Council was reminded that the City's EMC insurance policy is part of a *Municipality Safety Group in Kansas* which provides insurance to several Kansas cities. The group receives dividends back when the group's overall claim history is favorable. The City has received dividend checks back for the last eight years, totaling over \$142,000. The dividend check for the 2019/2020 plan year was over \$22,000.

Council member Jeff Allen inquired if airport liability through CHUBB is sufficient. Mr. Green indicated that this liability insurance alone would not cover the airport, but that A+ Aviation, the airport's Fixed Based Operator (FBO), is also required to maintain operations and hangar liability insurance. Individuals who lease hangar space also hold their own insurance policies.

In lieu of the Mayor, and in the absence of an Acting Council President, senior Council member Bo Parkinson asked the Council for any discussion on the City's insurance renewal with Rodenbeek & Green Agency for the coming year. No further discussion was had.

Motion by Armando Tarango seconded by Kelly Funk to accept Rodenbeek & Green Agency's 4/1/2021-4/1/2022 Insurance Renewal in the amount of \$140,993.00 for the account premium estimate presented for the City and \$3,120 for the premium for the airport liability insurance. Vote - Unam.

Mayor Green resumed his role as Mayor.

On behalf of the Church of the Nazarene, Mayor Green requested the use of Patton Park for a Movie in the Park on June 18, 2021. Discussion resulted in no known conflicts.

Motion by Armando Tarango seconded by Jeff Allen to allow Church of the Nazarene to use Patton Park for a Movie in the Park on June 18, 2021. Vote – Unam.

Included in the packet was *Assignment and Assumption of Chestnut Street Development Agreement*. City Attorney Rebecca Faurot noted that the agreement between Grand Choice Renovations, LLC (GCR), East Cambridge, LLC (East Cambridge), and the City of Scott City, Kansas (City) provides changes to the *Development Agreement* dated September 18, 2017 between GCR and the City. The original agreement stated that the Kansas Housing Resources Corporation (KHRC) had granted \$280,000 to the City to be used for the development of infrastructure in the 500 block of Chestnut Street in the Eastridge Subdivision to enable and incentivize the construction of twelve Moderate Income Housing (MIH) homes by June 30, 2022. It was the intent of GCR to build all twelve units by that deadline. At this time, two homes have been constructed.

The *Assignment and Assumption of Chestnut Street Development Agreement* would allow East Cambridge to purchase the remaining ten lots and would also allow the builder to assume all GCR's obligations set forth in the initial agreement. Mentioned in the document is the desire of the City to facilitate and approve an assignment of the Development Agreement to East Cambridge and to cooperate in requesting from KHRC an extension of the remaining grant-implementation deadlines.

Scott County Economic Development Director Katie Eisenhour was present in the audience. She indicated that the KHRC would not likely be inclined to give an extension if the lack of progress continues at its current rate. However, if steps are taken to demonstrate the City's desire to meet the terms of the original agreement, KHRC would be more apt to grant an extension to the June 30, 2022 deadline. Mrs. Eisenhour mentioned that a 1-year extension could possibly be granted.

Council member Bo Parkinson inquired if the City would be liable to KHRC if the terms are not met. Mrs. Eisenhour replied that it was possible. Mayor Green noted that East Cambridge has a strong reputation. Council member Parkinson stated that he was not concerned about the developer, but rather was concerned if there were enough people interested or able to build in the area, with an MIH price point.

Motion by Kelly Funk seconded by Bo Parkinson to authorize Mayor Green to sign the agreement allowing East Cambridge, LLC to purchase ten lots from Grand Choice Renovation,

LLC and to allow East Cambridge, LLC to fulfill the terms of the *Development Agreement-Scott City Chestnut Street Project* dated September 18, 2017. Vote – Unam.

Provided in the packet was an email from Scott County Development Economic Director Katie Eisenhower encouraging the Council to decide on a name for the new Industrial Park. After a brief discussion, it was suggested by Mayor Green that the Lawrence family name be used in the name of the industrial park as they demonstrated great loyalty to the City. It was the consensus of the Council to include the Lawrence family in the name of the new industrial park.

Motion by Bo Parkinson seconded by Jeff Allen to name the new industrial park *SCIP North – Lawrence Addition*. Vote – Unam.

City Attorney Faurot stated that the next step in the creation of the new industrial park would be to initiate a change of zoning of the land from Agricultural to General Industrial. She indicated that she is awaiting the results of a metes and bounds survey to determine the actual legal description of the property, and as soon as she has that information, she would like to proceed with the initiation of the zoning change. Council member Barb Wilkinson reminded Council members that the area would also need to be annexed into the City. Other areas to be annexed were also discussed. City Attorney Faurot stated that she had never been given a list of potential sites for annexation, but that she would work on it once she has a list of properties to annex.

Motion by Adam Winter seconded by Kelly Funk to authorize City Attorney Faurot to initiate a change in zoning for the property that will become the new industrial park.

Under the open agenda, Council member Bo Parkinson mentioned that Steve Turley, whose property is on Victor Avenue, was annexed into the City many years ago, has City water, but would now like to get rid of his septic system and be connected to the City sewer system. Public Works Superintendent Terence Appel stated that, since the property is in the City limits, he would get Mr. Turley connected to the City sewer system. He reminded the Council that annexation can be a costly venture as annexation leads to the creation of infrastructure improvements. Mr. Parkinson indicated that Mr. Turley would not be opposed to sharing the cost of being hooked up to the City sewer system.

On behalf of Pool Manager Marci Patton, Assistant Pool Manager Jessica Berry reported that they interviewed nineteen lifeguards over the weekend of March 6th & 7th. She presented the following recommendations for lifeguards to the Council:

Head Lifeguards:

Cami Patton – Head Lifeguard/Mentor (hired at 3/1/21 meeting)

Alexis Hoeme – Head Lifeguard (hired at 2/16/21 meeting)

Lifeguards:

Connor Cupp

Brooke Hoeme

Alivia Noll

Avry Noll

Allison Patton

Shelby Patton

Paige Prewit

Tara Rose
Ella Rumford
Eric Shapland
Brinlie Stevens
Piper Wasinger
Emma Wheeler

Lifeguard Training:

Avry Noll
Brinlie Stevens
Emma Wheeler

Lifeguard Review:

Connor Cupp
Brooke Hoeme
Alivia Noll
Allison Patton
Shelby Patton
Paige Prewit
Tara Rose
Ella Rumford
Eric Shapland
Piper Wasinger

Mrs. Berry noted that Mrs. Patton was working hard on finding and scheduling training for each of the guards, noting that the three new lifeguards would need the full lifeguard training, while everyone else that had worked at the pool during a previous season would need only a review. Mrs. Berry explained that last year, only the new guards received on-site training. Due to the timing of training as it related to the Covid-19 outbreak, the Red Cross halted in-person trainings and, instead, granted 90-day extensions of valid certificates to enable previously trained lifeguards to have a current certification through the 2020 pool season. Therefore, everyone hired this year would need to receive training in order to receive a valid lifeguard certificate. Mrs. Berry indicated that Mrs. Patton had found two options for the full training in Garden City on either April 8-11 or May 6-9. Mrs. Patton was hopeful that she could have the training instructor agree to come to Scott City Municipal Pool to conduct the review training required for most of the guards.

Motion by Kelly Funk seconded by Jeff Allen to accept the Assistant Pool Manager's recommendations for hiring lifeguards & approving training, as requested, and paying lifeguards the hourly rates approved at the January 4, 2021 regular council meeting. Vote - Unam.

Assistant Pool Manager Jessica Berry presented the following dates & groups to request use of Scott City Municipal Pool:

May 19, 2021	SCMS Boat Races (AM)
May 19, 2021	SCMS 3 rd /4 th Grade 'Pat on the Back' Swim Party (PM)
May 24, 2021	– Scott City Stars (swim team) practice begins
May 31, 2021	– Pool Opens

June 12, 2021 – Scott City Stars Swim Meet (pool will be closed this day).

Mrs. Berry indicated that the 2nd grade had been planning to use the pool for their “Pat on the Back” Swim party on May 20, 2021, but they backed out due to the opportunity to travel to Garden City to Parrot Cove for a field trip that day instead.

Motion by Jeff Allen seconded by Kelly Funk to approve the dates and groups listed to use the Scott City Municipal Pool. Vote – Unam.

On behalf of SCES teacher Matt Fox, Mrs. Berry requested that SCORE program be allowed to bring their students on Mondays, Wednesdays, and Fridays this year. She also requested a discounted rate (perhaps \$1 per session or \$4 per week instead of \$2 per session) for SCORE students not using a pool pass, to be billed to the school district at the close of the summer program. Council member Armando Tarango stated that he would like to sponsor the summer SCORE program and have the swimming bill, at the regular \$2.00 per student per session, be sent to him for payment. Discussion continued regarding ways to offer more sponsorship opportunities for community members, and activities to make the pool seem more attractive as a form of entertainment, in an attempt to make the pool more profitable. Either Mrs. Berry or Mrs. Patton plans to report back at the next regular Council meeting on this topic. Consensus of the Council was to allow the SCORE program to use the pool on Mondays, Wednesdays, and Fridays during the duration of the summer program and to thank Mr. Tarango for his generous gift offer and for planting the idea of sponsorship to the Council.

For each of the past several years, the pool has received a “Pool Cool” grant which provides sun-safety education materials, as well as a summer supply of sunscreen, for pool staff and patrons to use. They expect to receive the grant this year as well.

Finally, Mrs. Berry informed the Council of the need to create new pool signage. Mrs. Berry indicated that the information on the signage in one area of the pool contradicts signs in other areas of the pool regarding age limits and other rules and regulations. She noted that she believes a few of the signs have been present since the pool was opened years ago and they have not been updated to reflect new regulations. Council agreed that pool management needs to do whatever needs to be done to adequately operate the pool, and thanked Mrs. Berry for updating the Council on the needs of the pool.

City Building Inspector Lloyd Foster was not in attendance. Mayor Green indicated that Mr. Foster had mentioned that he had nothing to report. The Mayor thanked Police Chief David Post and Public Works Superintendent Terence Appel for getting the Building Inspector department’s pickup truck ready for use, indicating that the new decals look good and that the public works department should be getting the decals on their vehicles soon.

Police Chief David Post requested to renew the agreement with Lexipol for the *Annual Law Enforcement Policy Manual and Daily Training Bulletins*. The 2021 renewal invoice, totaling \$5,126.00 was included in the packet. It reflected a 10% discount because the City carries EMC insurance. Police Chief Post noted that, in the recent training that he attended in Kentucky, he learned that the most frequent reasons small town police departments were involved in lawsuits was that they had no consistent, updated policy manual on which to rely when making policy decisions that affect the community in which they serve. Police Chief Post reported that Lexipol’s agreement provides regular policy updates on both a monthly and quarterly basis as well as provides daily training bulletins.

Motion by Armando Tarango seconded by Adam Winter to authorize Police Chief Post to renew the 2021 Lexipol Agreement as presented.

Police Chief Post requested to hire Vance Collamore as a full-time, night-shift dispatcher. Police Chief Post noted that Mr. Collamore is a Scott City native who has a wealth of valuable training related to the role of a dispatcher, such as his experience as an EMT. Police Chief Post also noted Mr. Collamore's recent experience conducting sleep studies, indicating that he is already well-adjusted to a nighttime work environment. Police Chief Post indicated that he had received four official applications for the position.

Motion by Kelly Funk seconded by Adam Winter to hire Vance Collamore as a full-time dispatcher placed on the 2021 Step & Grade Matrix at Grade/Step E-1, effective March 16, 2021. Vote – Unam.

Police department activities reported by Police Chief Post included: a State send-off for the 10 wrestlers from the Scott City Takedown Club; participation in a nighttime shoot in which all officers qualified with both rifles and handguns, fulfilling requirements for annual training; Sergeant Schmitt recently attended two days of *Leadership and Introduction to Supervision* training in Hutchinson; and receipt of a \$475 grant from Scott Community Foundation to be used by the police department and Scott County Health department to train individuals to install car seats.

Police Chief Post indicated that he had just completed the yearly audit of E911 funds, which are funds that Scott County allocates to specific purposes as restricted by State statute. Police Chief Post noted approximately \$60,000 was brought into the account over the past year, and that roughly \$23,000 had been expended for items such as uniforms, equipment, phone bills, dispatcher training, and officer laptops. The E911 fund balance is approximately \$230,000.

Police Chief Post was pleased to announce that the City of Scott City is currently listed as the 4th safest city in Kansas in 2021 by www.safewise.com using stats obtained from the FBI, having fallen 2 spots from the 2nd safest city in Kansas in 2020. Scott City was the highest ranked city in Western Kansas and had the lowest rate of property crime of all the top 61 safest cities.

Parks Superintendent Terence Appel began his report by readdressing Assistant Pool Manager Jessica Berry's comments of trying to make the pool more profitable. He commended the pool management on their efforts, but he wanted to remind people in the community that the intent of the parks department, which includes the pool, is to provide entertainment and activity to the community and these departments were never meant to be money-making departments; they are meant to provide a service to the community. Council member Barb Wilkinson reaffirmed Mr. Appels sentiments by paraphrasing a keynote speaker of a conference that she had recently attended, indicating that it is better to charge a minimal amount for pool fees to allow more people to have access to the services provided. Mr. Appel then explained that the fees that the pool collects, such as admissions and concessions, really cover only a small portion of the overall expenses.

Mayor Green asked Mr. Appel if, since the last regular Council meeting, he had been able to determine whether any damage had occurred at the pool as a result of the deep freeze several weeks prior. Mr. Appel indicated that since things have had a chance to thaw out, no damage has been evident, but that we may not know the extent of any damage until they begin the process of "opening up" the pool and turning on equipment.

Superintendent Appel indicated that the recent tree stump removal in the parks went well and everything is looking good. He indicated, however, that the northwest corner of Patton Park was

uneven, so the crew will be tilling it down and evening in out. Mr. Appel indicated that they would be planting grass seed in the area after removing an unsightly rosebush. The crews will soon begin applying fertilizers and herbicides as prescribed.

Mr. Appel mentioned that he had been visiting with Chamber of Commerce Director Lindsay Singley about the Patton Park Bathroom Project and that he had some other ideas to present to her and the committee. He presented a drawing of the proposed changes. His depiction included more bathroom stalls and a shower in the men's room and a shower in the ladies' room. He envisioned creating sections of the bathroom that could be open year-round, with areas that would be opened and accessible only during major events, such as Whimmydiddle, the Beefiesta tasting booths, and the Lake Scott Rod Run. Council member Craig Richards reminded Mr. Appel that Mrs. Singley is working toward applying for a grant that would provide a \$40,000 match if the project could raise \$75,000 and that the deadline for that grant application is April 30, 2021.

Street, Water, and Sewer Superintendent Terence Appel reported that the sides and base of the third cell at the sewer ponds is deteriorating. The crew has been crushing concrete to use since the river rock that they have on hand is too smooth to use. In addition to the crushed concrete, the crew has been using the street sweeping remnants.

In response to the request to order "fire" signs to display near the fire department entrance, Mr. Appel indicated that the signage has been ordered, and it will be installed as soon as it is received.

Mr. Appel noted that they are continuing to patch holes and that there are fifteen intersections that have been selected to "mill down" and fill with asphalt to even them out. They will focus on the areas that have been chosen to chip seal. Council member Barb Wilkinson indicated that, while she was on a walk, she noted the excellent job done by those who were sealing the streets. She indicated that it looked good and was smooth and easy to walk over and indicated that it was probably the best job she had ever seen done. Mr. Appel indicated that the area on 12th Street at which the water line had recently been replaced will need to be milled down and chip sealed.

Mr. Appel requested to advertise for up to four seasonal positions in the public works departments. He did not want to specify a specific number of positions in the Street department or the Parks department, as had been done in the past, because seasonal personnel's duties often interchange between the two departments. When Mr. Appel was asked if his budget could support four seasonal workers, he indicated that it would be tight, but he thought he could make it work. Mayor Green reminded the Council that, since the Street and Parks departments are in the General fund, overages in those departments' salary budgets could be offset by other accounts within those, and other, departments within the General fund.

Motion by Bo Parkinson seconded by Kelly Funk to authorize Superintendent Terence Appel to advertise for up to four seasonal positions with applications due at City Hall by 5:00 p.m. on Monday, April 19, 2021. Vote – Unam.

On behalf of City Clerk Brenda Davis, Assistant City Clerk Ruth Becker had nothing to report.

Motion by Barb Wilkinson seconded by Adam Winter to recess into executive session to consult with the City Attorney on a legal matter pursuant to the attorney-client privilege exception, K.S.A. 75-4319(b)(2) retaining the City Attorney and Public Works Superintendent with the open meeting resuming in the council room at 8:42 p.m. Vote – Unam.

The Council came out of executive session.

Mayor Green called the meeting back to order.

No action was taken.

The Council took a short break.

Mayor Green called the meeting back to order.

The financial & investment reports were presented.

Mayor Green informed the Council that he had been in contact with consultant John Deardoff regarding the search for a City Administrator. He reminded the Council that the deadline to submit applications was the previous Friday, March 12, 2021, and that the consultants had received twelve qualified application submissions. It was noted that the consultants had sifted through the twelve applications and narrowed the number to seven that the Council would review over the next week. On Monday, March 22, 2021 at 6:00 p.m., the Council will meet in a special session to discuss the seven applications and decide which applicants will be interviewed. A meal will be served at the beginning of the Special Meeting.

Council member Jeff Allen reminded the Council of a document that was received separately after the Council packet was sent. *City of Scott City Water System Improvements Construction Cost Estimate, Updated March 12, 2021* had been provided in a separate email earlier in the day. GMS, Inc. engineer Tom McClernan provided the updated construction cost estimate that was originally dated November 15, 2019. Mr. McClernan summarized in his email that the new estimate had deleted the meters and waste recovery systems in the water treatment plant, had revised the alignment of the new tank connecting to the town distribution grid, deleted the purchase of the Lawrence well, added the replacement of the piping on Highway 96, and updated unit prices for improvements.

The previous cost estimate had a project cost estimate of \$5.9 million. The revised cost estimate is listed at \$6.1 million.

Council member Bo Parkinson noted that this new estimate seemed like a very good deal. The increase of the estimate was approximately \$200,000 for what was believed to approximately \$1 million in improvements.

Motion by Bo Parkinson seconded by Kelly Funk to accept the updated *City of Scott City Water System Improvements Construction Cost Estimate, Updated March 12, 2021* and to authorize GMS, Inc. to amend the KPWSLF application as presented. Vote – Unam.

Motion by Adam Winter seconded by Armando Tarango to adjourn at 8:53 p.m. Vote – Unam.

Everett M. Green
Mayor

Ruth Becker
Assistant City Clerk