

April 5, 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, Josh Gooden, Bo Parkinson, Barb Wilkinson, Adam Winter, Armando Tarango, City Attorney Rebecca Faurot, and City Clerk Brenda Davis.

The Council and others recited the Pledge of Allegiance.

The minutes of the March 15, 2021 regular council meeting were presented.

Motion by Armando Tarango seconded by Jeff Allen to approve the minutes of the March 15, 2021 regular council meeting. Vote – 7 – yes, 1 – abstain, Josh Gooden.

The minutes of the March 22, 2021 special council meeting were presented.

Motion by Jeff Allen seconded by Josh Gooden to approve the minutes of the March 15, 2021 special council meeting. Vote – Unam.

Appropriation Ordinance #979A was presented.

Motion by Josh Gooden seconded by Adam Winter to approve Appropriation Ordinance #979A. Vote – 7 – yes, 1 – abstain, Jeff Allen.

Chamber of Commerce (C of C) Director Lindsay Singley was present to update the Council on the restroom project at Patton Park. She stated that she had been working with several organizations (Beefiesta Committee, Anthem Masonic Lodge, Lake Scott Car Club, & Alpha Omega Sorority) on this project for three years & the new Public Works Director Terence Appel now has some different ideas on the restroom plans, so she came to the Council to find a compromise.

C of C Director Lindsay Singley stated that if the restroom is built larger than originally planned, the cost will be doubled, bringing the total to almost \$275,000 - \$300,000, so a lack of funding would make it impossible to build in 2021. She provided a new drawing of a 24'8" x 26' restroom being planned for Patton Park, with the City's maintenance portion of the building being removed, and the women's & men's restrooms being extended. She explained that the family/handicap restroom would be the only restroom open year-round, with the men's & women's restrooms only to be opened for community events.

Ms. Singley requested the Council's approval of the updated drawing/plans, stating that the additions of three toilets, two partitions, a urinal, and door total about \$10,000 more than the original estimate, bringing the new estimate to \$135,000 to \$140,000 for the restroom.

The end of April was stated as the Kansas Department of Wildlife, Parks, & Tourism grant deadline, so she inquired if the City was still on board with the project.

Parks Superintendent Terence Appel stated that the Parks Department currently has an 8' x 20' maintenance area in the restroom building for a tractor, tiller, & other equipment. He mentioned that he did not budget for a shed this year but will now need to purchase one to store all of the City's equipment and is considering placing that shed near Well #11 located across the street south of Patton Park.

The Council & Ms. Singley discussed using pre-treated weather-resistant cinder blocks for construction of the building, but Mr. Appel stated that a 44' x 26' metal building would only cost \$37,000 without concrete & could be finished out, or cinder blocks could be used inside later.

Ms. Singley stated that the Masonic Lodge is still fundraising, as 60% (\$84,000) of the funds must be raised for the project before 40% (\$56,000) can be applied for in a grant. She mentioned that an individual was willing to donate \$50,000 this year for the restroom, which could help get the fundraising at the 60% mark. She indicated that no showers are included in the plan & that the City may be asked to pay for hand dryers and mirrors in the restrooms, in addition to the \$3,000 awarded from the ½% Sales Tax Grant.

Mayor Green stated that the City is in an odd spot, as donations are being given for construction, with little financial support from the City, but the restroom is being built on City property, so City input is needed. Location of a new restroom building and the timeline for demolition of the current restroom in Patton Park was discussed, with Mr. Appel stating that the city crew has other things to focus on and was unsure of when they would be available to demolish the restroom.

Motion by Josh Gooden seconded by Bo Parkinson to accept the updated restroom drawing/plan to be built in Patton Park, as presented by the Chamber of Commerce in cooperation with the Masonic Lodge. Vote – Unam.

The Council discussed location of the building, demolition of the current restroom, and when construction would begin; no decisions were made. Mr. Appel stated that city streets need to be patched before they are chip sealed and that 'Clean-up Week' is scheduled for the first week of May, so he was unsure of a demolition timeframe.

Ms. Singley was unsure when grant funds would be available & indicated that funds could be borrowed from Scott Community Foundation if bills need to be paid before the funds are available.

Motion by Armando Tarango seconded by Jeff Allen to approve the use of Patton Park by Lake Scott Car Club, to raise funds for the restroom project, for a *Cruise-In* on April 10, 2021. Vote – Unam.

Provided in the packet was *Safe Kids Scott County*, which included information about the first Safe Kids Day on May 8, 2021 from 10:00 a.m. to 1:00 p.m., and information about 'Safe Kids Worldwide' and 'What We Do'.

Motion by Jeff Allen seconded by Adam Winter to allow Safe Kids Scott County to use the parking lot at Scott City Municipal Pool and for the parking lots to be swept clean by the City for their Safe Kids Day on May 8, 2021. Vote – Unam.

City Attorney Rebecca Faurot updated the Council on dangerous structure information. She reported that title work had been done on four residences and that she is awaiting photos of the structures from City Inspector Lloyd Foster to proceed with condemnation hearings.

Council member Kelly Funk stated that he bought the property at 506 W 8th St in June 2020.

As a citizen of Scott City, Mr. Funk is offering to have the home at 506 W 8th used for smoke-out firefighter training and then to be demolished by the City. He is also offering to donate the lot to the City to be used as a park, as it is located along the soon-to-be constructed Santa Fe Rail to Trail walking trail.

Motion by Josh Gooden seconded by Armando Tarango to accept the donation of the 506 W 8th structure and lot from Mr. Kelly Funk, with the home to be demolished by the City following firefighter training. Vote – 7 – yes, 1 abstain, Kelly Funk.

City Attorney Faurot stated that the City is ready to move forward with condemnation on the other three dangerous structures.

Under the open agenda, Council member Funk stated that a Shrine Ceremonial will be held on May 1, 2021. Due to a funeral scheduled for that afternoon, he requested for the Shriner's to hold their parade at 4:00 p.m., coordinating the parade with the police department.

Motion by Kelly Funk seconded by Jeff Allen to approve Main Street for a Shrine parade, to be held on May 1, 2021 at 4:00 p.m. Vote – Unam.

Scott County Development Committee (SCDC) Director Katie Eisenhour inquired about a Metes & Bounds description to be completed by GMS. She was informed that the document was received by email just before the meeting & will be provided to SCDC.

SCDC Director Eisenhour gave official notice to the Council that an application for Senior Housing will not be submitted for Scott City. Housing Opportunities of Great Bend decided it would conflict with their project in Great Bend & Cathy Mesner provided a letter of explanation that will be provided by Mrs. Eisenhour for the council. Reasoning included additional salary being needed for a project manager in Scott City and not enough people at 50% income on the list for local senior housing.

Mrs. Eisenhour stated that the Scott County median income has increased to \$80,900 which will make it more difficult to apply for grants, but more attractive to developers. She mentioned that Housing Opportunities of Great Bend are thinking favorably about applying for this grant in 2022.

Mrs. Eisenhour informed council members that the first Senior Housing project included a \$60,000 loan from SCDC & the final \$30,000 plus interest was paid back from Eastridge Villages earlier in the day, making the project cash flow.

Pool Manager Marci Patton requested to hire Wyatt Ricker as a lifeguard for the 2021 pool season, as formerly hired lifeguard Piper Wasinger declined employment with the City.

Motion by Barb Wilkinson seconded by Craig Richards to hire Wyatt Ricker as a lifeguard for the 2021 pool season at the hourly rate approved at the January 4, 2021 regular council meeting. Vote – Unam.

Provided in the packet was *Pool Ad 2021*. Included in the ad was the pool opening date of May 29th, pool hours, passes & admission prices, as well as dates & times for private parties, water aerobics, lap swims, two moonlight swims, & family nights. Information on Red Cross lessons, pool rules & regulations, and a list of pool employees was also listed. Mrs. Patton stated that the only change in price is the increase for Red Cross lessons.

Also provided in the packet was a *Pool Pass Sponsor Form* for the Council's review.

Mrs. Patton explained that this form was designed as a yearly pass for children whose families would qualify for assistance. She stated that 16 individuals/businesses have indicated interest in sponsorship.

Motion by Jeff Allen seconded by Craig Richards to approve *Pool Ad 2021* and *Pool Pass Sponsor Form*, adding that payment should be made to the City of Scott City, and both to be advertised in the local newspaper. Vote – Unam.

Updated pool signage was mentioned by Mrs. Patton as being needed. She stated that she is working with Chuck Ellis & is awaiting a quote to be presented at the April 19, 2021 council meeting. She also stated that lifeguards are enrolled for training.

Special events being planned at the pool this summer mentioned were:

- 1) Monday Fun Days – Swimmers pay \$5.00 to decorate the deck for competition & ‘Splash for Cash’ by diving into the pool to earn prizes
- 2) Promote the pool with lifeguards dressing up as mermaids & taking pictures with swimmers
- 3) Moonlight Swim in July – celebrate ‘Christmas in July’ by decorating with Christmas lights & lifeguards wearing Santa hats

Mrs. Patton reported that pool employees will be a part of the Safe Kids Day on May 8th, by talking about safety around the pool, selling pool passes, & have sign-up available for Red Cross lessons.

An email group has been set up between Street & Parks Commission members Barb Wilkinson & Craig Richards and pool managers Marci Patton & Jessica Berry to allow for communication between the group.

Mrs. Patton was commended for planning events at the pool for this summer.

Building Inspector Lloyd Foster had nothing to report.

Police Chief David Post had nothing to report.

Provided in the packet was information prepared by SRC Director Kylie Stoecklein on pickleball & the SRC’s interest in coordinating efforts to resurface the courts at Palmer Park for this use, as well as replacing the nets & purchasing whiffle balls & wood paddles.

Council member Richards stated that last fall Cheryl Kucharik mentioned in her *2020 End of the Year Pool Report* the idea of converting the tennis courts located by the swimming pool into pickleball courts, due to the sports’ popularity. He mentioned that he reached out to Parks Superintendent Terence Appel and Mrs. Stoecklein for their input.

Mrs. Stoecklein mentioned having lines painted for tennis & pickleball on the court, that the net looks good but needs to be stretched, and that the lighting is good. She also stated that the SRC could rent out paddles & balls for pickleball.

Parks Superintendent Terence Appel stated that the court needs resurfaced. Mr. Appel stated that his crew needs to clean streets before chip sealing begins & Spring Clean-up week could be extended due to not providing the service in 2020 but resurfacing the tennis court & painting stripes could possibly occur sometime in May.

Mr. Appel reported that the City has many lots to spray, such as at the water tower, at well houses, at the water treatment plants, & the parks. He also stated that grass will be replanted at the northwest corner of Patton Park where dirt had been added to level the ground in that area.

Street, Water, & Sewer Superintendent Terence Appel addressed the Council about a retaining wall being needed at 1402 S. Main. He reported that Security State Bank President (SSB) Josh Bailey contacted him about the SSB property & the bank’s desire to put in a 32” retaining wall on the north side of their lot, which is along the south side of Alice Avenue.

There were no objections from the Council for SSB to move forward with their project.

Mr. Appel updated the Council on the sewer line on Victor Street that was requested at the last regular council meeting. He reported that he contacted GMS about doing survey work, as providing sewer services to the Turley property at 703 Victor Avenue would involve determining where the street is & to draw up an 850’ sewer line, as there is only a 4% grade in this area.

Cleaning of the City's water tower on W. Glenn Avenue was brought up by Mr. Appel, as he was contacted by Utility Maintenance, the company that the City has a contract with for water tower maintenance. He stated that the inside of the water tower had not been cleaned since 2013, but a yearly maintenance fee of \$14,177 is reportedly paid whether or not the water tower is cleaned. Mr. Appel stated that on the day that the inside of the water tower is cleaned, the City would have low water pressure, a tanker would be provided & hooked up to a fire hydrant, & water wells would be run manually. He also mentioned that the water tower would be painted.

Provided in the packet was GMS Engineer's Report, provided by Engineer Dave Frisch.

The following information was included:

1. Eighth Street Extension – GMS started an application to help fund the street between Jefferson & Oak Streets, with the cost-share grant application being due to KDOT by April 9, 2021. The grant funds reportedly will cover actual street improvements, but not utility extensions.
2. Viola Avenue/Crescent Avenue - GMS completed the field surveying of the right-of-way corridor for the extension of Viola Avenue/Crescent. A cost estimate will be prepared for the April 19th council meeting, with GMS proceeding with design if authorization to proceed is provided by the Council.
3. Glenn Street Improvements – GMS completed the pre-design surveying. The design at the K-96 intersection will be slightly delayed, but the northern portion of Glenn Street can be constructed when designed.
4. Water System Improvements – GMS completed the pre-design surveying of a segment of new water line along K-96, as well as the realignment on Highway 83. With the added work along K-96, GMS will prepare & submit a modified loan request to KDHE, by the anticipated submission date of April 15, 2021. The design of the new water lines will be coordinated with Public Works Superintendent Terence Appel as design progresses. Pavement replacement will be an 8" thick hot mix asphalt section & GMS will be checking on the availability of PVC pipe during this time of a nationwide shortage.
5. *KDOT K-96 Improvements Project* – all work along the K-96 corridor has been incorporated into the Water System Improvements project.
6. *Proposed Industrial Park* – GMS completed surveying and a Metes & Bounds description will be provided to city staff during the current week as requested.
7. *Miscellaneous* – Additional surveying will be completed to determine if a sewer line extension can be made on the north end of the City for a future tap.

Mayor Green stated that in the late afternoon, he received an email from GMS with the \$588,600 cost estimate to extend 8th Street from Jefferson to Oak. He reported that at the last council meeting the Council instructed GMS to pursue a grant from KDOT to help cover the costs of the construction of 8th Street. Because the deadline is April 9, 2021 Mayor Green informed the Council that they need to decide on a cost-share percentage for the City to include on the grant application, anywhere from the required 10% up to 50%.

\$515,800 is the construction project amount that needs to be considered for the match, as \$72,800 in engineering fees are not eligible for the grant.

Mayor Green reported that he talked with Linda Tilton prior to the meeting, after talking with council members Josh Gooden, Jeff Allen, and Bo Parkinson. He explained that he told Mrs. Tilton that the City would be responsible to pay the entire \$254,975 cost estimate to extend the

water & sewer to 8th Street from Jefferson to Oak, as this and the \$72,800 in engineering fees for the street construction are not eligible for the KDOT cost-share grant.

Mayor Green stated that he threw out the idea to Mrs. Tilton that the City would look at matching what they choose to cost share and reported that she offered up 10%.

Motion by Jeff Gooden seconded by Jeff Allen to accept the proposal from landowners/developers Russell & Linda Tilton to cost share 10% of the \$515,800 street construction cost (\$51,580) and the City to cost share 10% (\$51,580), with the City to request that GMS put on the KDOT grant application a 20% total cost-share.

Mayor Green stated that the project will not be put out to bid until 2022, so the City will be able to budget for the expense of the street, as well as allocating funds to extend water & sewer to this location. If the KDOT grant is awarded, the City's total cost is estimated at \$379,355.

The Council inquired if cost share amounts paid by the Tiltons & the City on this grant could be assessed to the property upon completion. City Attorney Faurot stated that was not known at this time but delaying assessments to future property owners is a possibility.

Vote – Unam.

Public Works Superintendent Terence Appel reported that the city crew has been patching in valleys that have been milled out of intersections starting at 5th & Court and heading south. He also indicated that milling & patching valleys on Church & Elizabeth would be next, as these are the streets that will be chip sealed this year.

City Clerk Brenda Davis reported that the City was contacted by Forte, the company that charges a convenience fee to customers using credit card payment of utility bills, licenses & permits, court fines, etc. and was provided the *First Amendment to Payment Processing Agreement* with attachment *Amended Appendix A* to be approved. The change in credit card payment processing will be an increase in convenience fees for customers making utility payments at the point of sale (POS) and on the City's website, which is currently \$1.95 per transaction or 2.5% over \$150. Forte explained that the current fees do not cover the interchange dues, assessments, and all other fees to process the utility card payments.

The increase in customer convenience fees for utility payments will increase to 2.75% of the payment amount, with a minimum fee of \$2.00 being charged.

The Clerk's department is requesting to begin taking electronic checks, as the convenience fee paid by customers for this type of payment would be \$1.75 w/verification for each transaction (up to \$50,000). Verification for electronic checks includes 1) that the account is open & active, 2) there is a positive balance in the account, and 3) the account is not on a "bad list" with the bank.

City Clerk Brenda Davis requested approval of the *First Amendment to Payment Processing Agreement* with attachment *Amended Appendix A*, which includes the Pricing Fee Schedule for service fees, absorbed pricing, and Equipment & Service.

Motion by Jeff Allen seconded by Craig Richards to authorize the Mayor to sign the *First Amendment to Payment Processing Agreement* with attachment *Amended Appendix A*. Vote – Unam.

A copy of the *CARES Act Airport Grant Close-Out Report* was provided in the packet and City Clerk Brenda Davis explained the five categories and the combined total amount of \$30,000 of airport expenses in the year 2020 that were reimbursed. The *Grant Closeout Letter* for this project was provided & briefly discussed also. She mentioned that the FAA recently announced an Airport

Coronavirus Response Grant Program (ACRGP) that the City will be looking into to determine eligibility.

City Attorney Faurot reported that city resident Lacey Brown has asked to speak with the City Council and indicated that her comments are going to involve non-elected personnel, so an executive session was previously requested by the individual. City Attorney Faurot stated that Mrs. Brown could have ten minutes allotted to her in executive session as a guest speaker.

Motion by Armando Tarango seconded by Barb Wilkinson to recess into executive session to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1), retaining the City Attorney and Lacey Brown with the open meeting resuming in the council room at 8:50 p.m. Vote - Unam.

The Council came out of executive session.

Mayor Green called the meeting back to order.

Motion by Armando Tarango seconded by Jeff Allen to recess into executive session to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1), retaining the City Attorney and the Chief of Police with the open meeting resuming in the council room at 9:05 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.

Mayor Green had nothing more to report.

Motion by Adam Winter seconded by Armando Tarango to adjourn at 9:08 p.m. Vote – Unam.

Everett M. Green
Mayor

Brenda K. Davis, MMC
City Clerk