

June 7, 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 Ruth Becker.

The Council and others recited the Pledge of Allegiance.

The minutes of the May 17, 2021, regular council meeting were presented.

Motion by Armando Tarango seconded by Jeff Allen to approve the minutes of the May 17, 2021, regular council meeting. Vote – Unam.

Appropriation Ordinance #981A was presented.

Motion by Adam Winter seconded by Craig Richards to approve Appropriation Ordinance #981A. Vote – Unam.

Mayor Everett Green welcomed David Frisch and Dannah Koeniger, GMS, Inc. (GMS) Engineers via Zoom and announced that the public hearing regarding a proposed loan in an amount not to exceed \$6,100,000 from the Kansas Public Water Supply Loan Fund (KPWSLF) administered by Kansas Department of Health and Environment (KDHE) was open for comments.

A copy of *Kansas Public Water Supply Loan Fund, Loan Application* was provided in the packet.

Others in attendance for the hearing were Public Works Director Terence Appel, City Inspector Lloyd Foster, Police Chief David Post, Police Sergeant Colton Schmitt, Pool managers Marci Patton and Jessica Berry, Airport Managers John Holzmeister and Ben McNary, Scott Rec Commission Director Kylie Stoecklein, Scott County Economic Development Director Katie Eisenhour, *Scott County Record* Editor Rod Haxton, Mayor Green's sister Loretta Alfrey visiting from Denver, and community members Eric & Tomara Schwindt, Lonnie & Colleen Dearden, and Russell & Linda Tilton.

Mayor Green asked GMS Engineer Dannah Koeniger to address the Council. Ms. Koeniger explained that, due to the change in scope of the project and, therefore, the increased loan amount requested, the City was required to make revised application to KDHE for the Loan and the City was required to hold a new public hearing. GMS Engineer Koeniger noted that the proceeds will be used by the City to finance certain modifications & improvements to the City's water supply & distribution system, and to pay loan origination costs & interest during construction of the projects.

Ms. Koeniger defined the change in scope of the project as follows: The initial project was to focus on two priorities. The primary priority included the acquisition of a new well and improvements to the water treatment plants. Listed as a secondary priority was the need for distribution system improvements and a new water storage tank.

Earlier this year, Kansas Department of Transportation (KDOT) informed the City of improvements along Highway 96, involving about 4300 feet of concrete along the highway. The Council decided at that time, that this KDOT project presented an opportunity for the City to replace aging and deteriorating water lines along this stretch of the highway, replacing 4-inch cast iron pipe with 8-inch PVC pipe. These additional improvements needed to be added to the scope

of the project, and, by extension, the cost to cover the expenses added to the KPWSLF loan application.

Other components of the water system improvements included in the loan application address upgrading fire protection by replacing/installing new fire hydrants to fill the gaps in the City's fire protection coverage, installing a backup generator at Well #11 and installing automatic transfer switches at the south water treatment plant and Wells #4 & #9 to ensure that water remains available during extended power outages, constructing the piping between the acquired well and the water treatment plant to aid in the removal of nitrates in the water system, installation of a supervisory control and data acquisition (SCADA) monitoring system for the new well, construction of piping to connect the new water storage tank to the distribution system, and replacement of the pipeline on N. College Street.

Ms. Koeniger informed the Council that she had been in contact with KDHE. She reported the interest rate on a 20-year loan is currently 1.38%, which was lower than the rate presented at the previous public hearing, but that the rate constantly fluctuates, so it could change by the time the loan is awarded. Ms. Koeniger reminded the Council that the loan of \$6.1 million required a City matching component and that that requirement was satisfied by the \$500,000 purchase of the new well.

GMS Engineer Dannah Koeniger discussed the potential need to increase the City's water rates to cover the loan amount as presented. Ms. Koeniger indicated that she had pulled together a rate analysis using the City's current operating and maintenance expenses obtained from the 2019 audit as well as current meter rate information. Ms. Koeniger stated that by analyzing meter rates for both commercial and residential use she was able to breakdown expenditures into an Equivalent Residential Unit (EQR). She described an EQR as a value that is assigned to every water user which is the equivalent to one household. She used an example of a commercial 6" meter using much more water than a typical household. She stated that rates need to be adjusted according to tap size and meter size. Based on Ms. Koeniger's analysis of the City's current meter rates at varying sizes, she determined the City's EQR to be \$14.21/month. She also determined that the "old" debt from the 2014 bond is \$6.25/EQR and the "new" debt would be \$9.42/EQR. Adding these 3 figures together results in a total monthly expense of \$29.88 per household.

Ms. Koeniger informed the Council that, also using the 2019 audit, she determined the current water revenue to be \$25.01/EQR. She also indicated the need to increase the cash reserves in the Water Fund by \$50,000, resulting in additional revenues of \$1.34/EQR.

Rate Breakdown:	\$14.21	Current EQR
	\$ 6.25	Old Bond Debt/EQR
	\$ 9.42	New Bond Debt/EQR
	<u>\$ 1.34</u>	Needed per EQR to provide \$50,000 cash reserves
	\$31.22	New EQR
	<u>\$25.01</u>	Current Revenue/EQR
	\$ 6.21	Rate increase needed to cover new debt service

Engineer Koeniger recommended rounding the proposed rate increase to \$6.50/EQR per month to fully cover new debt service and create cash reserves in the Water Fund.

Ms. Koeniger continued her discussion regarding the anticipated schedule for the water system improvements. She indicated that the City had already acquired the site for the construction of the

elevated water storage tank and that GMS has conducted the required environmental reviews, requesting feedback from varying agencies across the state. No issues or concerns were raised, so final review with KDHE is now underway. The KPWSLF loan application process is nearly complete, with the only two components left for submission are Resolution #2021-01 that will be passed later in this meeting and the minutes from this meeting after they are approved at the next regular Council meeting on June 21, 2021. For the remainder of 2021, the focus will be on the K-96 portion of the project. The City is expected to advertise for bids in July, with construction slated to begin in September. Construction of the new water lines along K-96 will need to be completed before KDOT begins their portion of improvements in January 2022. The remainder of the water system improvements project will be submitted to KDHE for approval in August of 2021. The project will be let out for bids in January or February 2022, with construction to begin in April 2022. Anticipated completion of the water systems improvement project will be in October 2022.

Ms. Koeniger finished her presentation by reminding everyone that part of the purpose of this public hearing is to address any environmental concerns associated with this project. Although state agencies have no concerns for long-term environmental impact, Ms. Koeniger noted that there would be some short-term impact associated with construction, such as dust, noise, and additional traffic. Completion of the K-96 project by KDOT will involve surface restoration, which will impede traffic for a length of time. She reiterated that GMS will ensure that the contractors incorporate best management practices to minimize potential erosion and sedimentation that could result during construction.

No members from the public made statements or asked questions of the Governing Body or the City's consultant.

GMS Engineer Dannah Koeniger took a moment to congratulate the Mayor and Council regarding the \$412,000 KDOT Cost Share Grant award for the 8th Street Extension project. She mentioned that she had spoken with KDOT representative Michelle Needham who had explained that the contracting for the project will potentially take between 2–3 months. Once the contract is in place, there will likely be another 2–3 month timeframe of back-and-forth discussions between the City and KDOT. Construction will likely begin no sooner than 4 months from now. Mayor Green informed the Council that GMS Engineer Dannah Koeniger was instrumental in preparing the grant application and thanked her for her work. She graciously emphasized that the letters of support that accompanied the application were also instrumental in the application's approval.

Included in the packet was Resolution #2021-01, a resolution authorizing the completion of an application to the Kansas Department of Health and Environment regarding a \$6,100,000 loan from the Kansas Public Water Supply Loan Fund.

Motion by Bo Parkinson seconded by Barb Wilkinson to adopt, and authorize the Mayor to sign, Resolution #2021-01, a resolution authorizing the completion of an application to the Kansas Department of Health and Environment regarding a \$6,100,000 loan from the Kansas Public Water Supply Loan Fund. Vote – Unam.

Mayor Green asked the Council members on the Water Commission to review the figures that GMS Engineer Dannah Koeniger relayed to the Council during her presentation. He wanted to impress upon all in attendance that the existing debt to the water system to which Ms. Koeniger referred is close to being paid off and that that debt will not likely need to be considered when establishing new water rates.

Mayor Green closed the public hearing.

Provided in the packet was Ordinance #1216, an ordinance establishing the position of City Administrator and setting the duties and responsibilities of such position and requiring bond. Mayor Green reminded the Council that newly hired City Administrator Bradley Pendergast would begin his duties with the City the following day, June 8, 2021. One of his first acts as City Administrator will be to lead a department head meeting. Mayor Green asked City Attorney Rebecca Faurot if she needed to speak about the ordinance. She answered that she had basically written the job duties previously approved by Council into ordinance form. She mentioned that it was brought to her attention that City Code does not currently have a bonding requirement for a City Administrator. Mayor Green stated that the \$50,000 bond amount is the same amount required for the City Clerk position. City Attorney Faurot and Mayor Green had discussed the amount of exposure of the two positions and determined that bond requirements should be similar.

Motion by Armando Tarango seconded by Jeff Allen to authorize Mayor Green to sign Ordinance #1216, an ordinance establishing the position of City Administrator and setting the duties and responsibilities of such position and requiring bond. Vote – Unam.

Mayor Green requested to amend the City of Scott City's Credit Card Policy to include the City Administrator as a Tier I Cardholder with a \$3,000.00 credit limit, and to add the City Administrator position as an authorized contact for communication with the depository bank. Mayor Green informed the Council that he had visited with City Treasurer Renee Cure about the Credit Card policy. He stated that Mrs. Cure did not believe that adding an additional Tier I position to the Credit Card Policy would require an increase of the overall credit limit of \$30,000 for the City's credit card account, because the credit card account is paid in full each month and balances never come close to the credit limit. Council member Barb Wilkinson questioned if the Assistant City Clerk position should be removed from the list of positions to hold a credit card and be an authorized contact. Consensus of the Council was to leave the Assistant City Clerk position as stated in the policy, because there is possibility that that position could exist again in the future.

Motion by Josh Gooden seconded by Armando Tarango to amend the City's Credit Card Policy to include the City Administrator, specifically Bradley Pendergast, as a Tier 1 Cardholder with a \$3000.00 credit limit, and to add the City Administrator position as an authorized contact for communication with the depository bank. Vote – Unam.

Included in the packet was *Scott City Municipal Airport Aerial Applicator Permit Requirements v.3*, *Aerial Applicator Scott City, Kansas Airport* (as approved in 2017), *Application and Permit for Aerial Applicator*, Scott City, Kansas (as approved in 2017), and minutes from the May 19, 2021 Airport Commission meeting. City Attorney Faurot pointed out that, at the recent Airport Commission meeting, the Commission members recommended several changes to the current Aerial Applicator Requirements. Discussion topics listed included that fees charged to use the airport commercially cannot legally be based on residency, that the requirements cannot discriminate economically, and that any violations of compliance could result in lost funding from the FAA.

Therefore, in the revised *Scott City Municipal Airport Aerial Applicator Permit Requirements v.3*, there is no longer a distinction of "resident" vs. "non-resident." Verbiage was changed to exclude entities owning or leasing hangar or ground space at the Scott City Municipal Airport (the

Airport) from fee requirements and the limitations of number of entities allowable of the operating space on the ramp at a given time. City Attorney Rebecca Faurot informed the Council that the City may not require anyone to purchase their fuel at the Airport, but that a fuel surcharge fee of \$0.07/gallon may be charged. The revised requirement also added some enforcement provisions that were not part of the original requirements. In the revised requirements, an approved permit is valid for 15 days to allow more opportunity to Aerial Applicators to use the Airports limited ramp space. Only two entities may operate off the ramp at a given time, and applications are approved on a first come, first-served basis. A new application must be presented for each 15-day permit. Mayor Green recognized Airport Fixed Base Operator (FBO) managers John Holzmeister and Ben McNary in the audience as asked for their input. They both indicated that they approved the changes being made to the requirements. City Clerk Ruth Becker inquired about the existing permit application, noting that the fee still states “Non-Resident fee.” Mrs. Becker asked if any revisions to the permit application needed to be brought to the Council for approval or if necessary changes can simply be made, based on the approval of the revised requirements. City Attorney indicated that the staff in the Clerks’ Office has the authority to change forms as needed as long as they are compatible with approved City policies. Mrs. Faurot indicated that she would be willing to assist with any form needing revision.

Motion by Adam Winter seconded by Jeff Allen to approve *Scott City Municipal Airport Aerial Applicator Permit Requirements v.3*. Vote – Unam.

Mayor Everett Green asked if representatives from Compass Behavioral Health were present. City Clerk Becker informed the Council that the request from Compass Behavioral Health, to obtain donations in the form of materials to create a community garden, was withdrawn because the individuals working on this project did not obtain the approval of their board to contact individuals for donations.

Scott Rec Commission (SRC) Director Kylie Stoecklein updated the Council about events since her last visit in March. Mrs. Stoecklein expressed her relief that this Summer’s activities are fairly typical, at least when compared to 2020’s Covid restrictions that severely limited last year’s activities. She mentioned that the soccer season was a great success, not only because it is popular with the community, but because the weather cooperated with scheduled events. Beginning last week, baseball and softball leagues have higher participation this year with 180 participants in 4 different leagues. Co-ed slow-pitch softball for middle school and high school will start soon. Tee-ball for the younger children started last week with 72 participants.

Mrs. Stoecklein informed the Council that Scott Rec Commission has been able to put a new scoreboard at each field (4 total), two of which still have sponsorships available. SRC Director Kylie Stoecklein thanked the City crew for help setting the scoreboards.

Mrs. Stoecklein reported that the first annual Safe Kids Day was May 8 and was well received. There was a lot of participation from many different groups in town. There were approximately 100 participants. She hopes that the event will grow bigger each year.

Council member Barb Wilkinson asked Mrs. Stoecklein if she could tell the Council how many City employees were taking advantage of the business discount for membership at the SRC Fitness Center. Mrs. Stoecklein indicated that she did not know at that moment, but that she has the numbers in her office. She offered to email City Clerk Ruth Becker with those figures to assist in preparation of the annual budget.

Jeff Allen inquired about the condition of the batting cages, noting that they are currently not functioning properly. Mrs. Stoecklein indicated that they desperately need to be upgraded. The fact that the equipment is not enclosed and constantly being exposed to the outdoor elements and nature makes the upkeep difficult. She stated that they are cleaned of birds' nests nearly every day. She indicated that at the very least, they need new netting, but at this time the batting cages are not a priority for the SRC.

Present in the audience for the proposed Viola Street extension were property owners Eric & Tomara Schwindt and Lonny & Colleen Dearden, the latter being the party requesting the extension. City Attorney Rebecca Faurot led the discussion on the Viola Street extension by presenting the following options:

- That the City could move forward with the project as proposed with the help of GMS, in which the City would create a portion of the street, either paved or unpaved, with the street ending in a cul-de-sac. She indicated that if this option were chosen by the Council, the cost would likely need be assessed to the property owners affected and, at that time, a bond counsel would need to be hired as per state statute.
- That the City consider abandoning the street, leaving ½ of the street belonging to each property owner adjacent to the street, i.e. the north half of the street would become the property of the Schwindts and the south half of the street would become the property of the Deardens.
- That the City and the Deardens enter into a Right-of-Way (ROW) agreement that would allow the Dearden's to build a private drive to their property, while the City retains ownership of the street and, if needed, the right to develop the street in the future.

Mayor Green expressed his concern with the option to abandon the street, because that would limit the potential to develop housing to the west of this area in the future, should that become an option.

Eric Schwindt indicated that the extension of this street would not benefit his property in any way and that he would not be in favor of being assessed his portion of the cost for this project. He indicated that since his home faces Park Avenue, he would consider this a one-person street. Street Superintendent Terence Appel stated that he understood Mr. Schwindt's concern about paying for a street that he would not use. Mr. Appel indicated that the City could consider completing the street with cul-de-sac with the north side of the street assessed to the Deardens and the City covering the cost of the south side of the street. His concern is the drainage issue that would arise if only half of the street is finished. He stated that he realized that the City would be seen as having set a precedent for future street construction, but reiterated that this particular situation, in his opinion, was more about drainage issues and less about the cost of the street and who would be responsible to pay for it. Discussion continued regarding the drainage of the area and how each of these options would affect drainage options. Lonny Dearden stated that his main concern with a ROW agreement would involve working with City to avoid further drainage issues. Mayor Green asked GMS Engineer David Frisch about his thoughts about a ROW agreement and how it might affect the drainage. Mr. Frisch indicated that GMS had gathered enough data about the drainage in this area to be able to create a viable design to allow the Deardens to construct a private drive as part of a ROW agreement without negatively affecting drainage.

Mayor Green asked City Attorney Faurot if she could create a draft ROW agreement between the City and Lonny & Colleen Dearden for future review. Mrs. Faurot indicated that she would draft said agreement.

Provided in the packet was a proposal from R.F.B. Construction, Co., Inc. to remove railroad track & ties in connection with the Rail to Trail Project. The proposal, signed by Scott Community Foundation Executive Director Ryan Roberts, in the amount of \$17,000, covers labor and equipment to remove 1 mile of railroad track and ties, with all railroad ties becoming the property of the City of Scott City. Public Works Superintendent Terence Appel indicated that they could store all of the ties on a lot northwest of the City Shop. Mr. Appel indicated that this lot currently acts as storage for the tires that were picked up during City Clean-Up Week and that is also the lot that the Police Department would like to use for their impound lot in the future. Police Chief David Post indicated that they don't plan to use that lot for impound in the near future and that they are currently using the lot just north of the Law Enforcement Center for impounded vehicles. Both Mr. Appel and Chief Post agreed that storage of ties at this location would not be a nuisance to City residents. All railroad track, spikes, etc. will become the property of R.F.B. Construction Co., Inc. with a letter from the Railroad Company and the City implying such, with all rights for R.F.B. Construction to salvage all railroad track to offset costs of demolition/construction. Mayor Green noted that, as administrator of the Rail to Trail Grant, Mr. Ryan Roberts had the authority to accept this proposal by his signature on this bid.

GMS Engineer David Frisch once again was available by Zoom to answer questions about the updated *Engineer's Report* dated June 3, 2021, that was provided in the packet. Mr. Frisch noted that most items listed on the most recent version of the engineer's report had already been covered during discussions of other agenda items. His focus for his report was additional information regarding the Water System Improvements project. Mr. Frisch commended Water Superintendent Terence Appel for being extremely responsive when drawings or plans have been submitted to him for his input. Drawings have been submitted to KDOT for the 2022 phase of the Water System Improvements along K-96 and they are currently being reviewed. Mr. Frisch stated that GMS had recently worked on two separate projects for other entities and found that the scarcity of available materials was taking a toll in the industry. GMS has been working with two vendors on behalf of the City to get a timeline on delivery of materials. Both indicate that there is likely an 8 to 10-week period before the delivery of materials. Because of this, GMS is recommending that the City purchase the materials needed for the first phase of the K-96 project, which needs to be completed by the end of 2021, as soon as possible to be able to meet deadlines upon the delivery of the materials. The current projected cost of materials needed is approximately \$160,000. Mr. Frisch noted that the City would have to cover the cost of materials up front due to the lag time between the application of the KPWSLF loan and the time at which the City can start drawing from the loan. Mayor Green asked Mr. Frisch, based on his experience, how long the lag time would be. Mr. Frisch indicated that GMS engineer Dannah Koeniger had been in contact with KDHE, and that they had estimated the loan to be in place sometime in August. Mayor Green asked of Water Superintendent Terence Appel if the City could cover this expense. Mr. Appel indicated that the expense could be covered currently by the Water Fund. Mr. Frisch then requested that the Council authorize GMS to put these materials out for bid to get ahead and to authorize that the materials be shipped to Scott City and stored until they could be used for the project.

Motion by Kelly Funk seconded by Josh Gooden to authorize GMS to bid out the materials needed for the first phase of the K-96 Water System Improvements project. Vote – Unam.

Council member Barb Wilkinson asked if a style of water tower had yet been selected. Mayor Green's response was that there has been no definite choice yet, but that GMS was leaning toward a style similar to the tower on the south end of town. Mr. Frisch confirmed this information.

Russell & Linda Tilton were present to listen to discussion regarding the 8th Street extension project timeline now that the City has been awarded the grant for its creation. GMS Engineer David Frisch noted that there still is no definite timeline and that everyone involved is still waiting on guidance from KDOT. However, GMS will need to do a topographical survey before proceeding with the design. Mr. Frisch noted that the City will need to have the concrete ready to go by the time the City receives the grant funds. Linda Tilton asked if any of the engineering work done by Earles Engineering at the time that the property was platted could be used to help speed things along. Mr. Frisch agreed to share his contact information with Mrs. Tilton to discuss engineering. Street Superintendent Terence Appel wanted to remind the Council of EBH Engineer Darin Neufeld's role in notifying the City of the existence of this grant opportunity. Mayor Green expressed this thanks to Mr. Neufeld as well.

Under the open agenda, Mayor Green wanted to pass along feedback he had received the prior weekend while attending events associated with the All-School Reunion. He noted that he spoke with many of the out-of-town visitors and heard fantastic comments about the City in general, the streets, the condition of the parks, and the pride they felt emanating from the community. The police department was also praised for their efforts in blocking and directing traffic for the parade and the unveiling of the Maria DeGeer statue on Main Street.

Pool Manager Marci Patton and Assistant Pool Manager Jessica Berry were present to update the Council on the pool.

Mrs. Patton reminded the Council that the pool would be closed on June 12 for the Swim Meet in which 7 teams would be participating. They expect a good turnout.

As stated on the agenda, Mrs. Patton intended to request to purchase an automated external defibrillator (AED) for the pool. She stated that she had visited with Council member Jeff Allen who suggested that she reach out to Emergency Management Director Tim Stoecklein and EMS Director Brenda Birney for more information on how to obtain an AED. After contacting these two individuals, SRC Director Kylie Stoecklein, Tim Stoecklein's wife, showed up to the pool with an extra AED owned by the SRC that she offered to loan to the pool during the summer months. Mrs. Patton indicated that they were excited to accept the SRC's gracious offer and informed the Council that the use of AEDs is covered in the lifeguard training that all lifeguards are required to have.

In other business, Pool Manager Marci Patton wanted to inform the Council that the sponsored pool pass initiative has been a phenomenal success - so much so that they have several donated passes left over. At the recommendation of City Attorney Rebecca Faurot, the pool management will create a poster letting people know that there are donated pool passes still available and that, if a family is struggling financially, application can still be made to obtain a donated pass. Mrs. Patton also reminded the Council that Council member Armando Tarango had offered to cover the cost of the SCORE program's swimming bill for the summer. She suggested that 2 of the donated passes could be applied to the SCORE bill to help cut the cost for Mr. Tarango. City Attorney Faurot indicated that she saw no problem with that option.

Building Inspector Lloyd Foster was in attendance, but had nothing to report. Council member Bo Parkinson noted that the street sign at the entrance to the Prairie Meadows addition has been viewed as troublesome. Larger vehicles have difficulty maneuvering around this sign to enter onto the street. Council member and Volunteer Firefighter Jeff Allen was asked if they had ever needed to take a fire truck into the Prairie Meadows addition. He replied that they had not yet been called out to that area, but if they were needed there, they would have difficulty maneuvering around the signage. Mayor Green indicated that someone would look into the situation.

Interim Fire Chief Jeff Mayer was not in attendance. In his absence, Volunteer Firefighter Jeff Allen noted that the Fire Department was looking to dispose of the hose truck because it is seen as unfit to go down the highway. Mayor Green stated that in order to proceed, Mr. Mayer would need to be present to present his request. The City Council will hear this request at a future meeting.

Police Chief David Post requested to accept letters of resignation from two individuals who have left the employment of the City since the last regular Council meeting. Police Chief Post passed the resignation letters around the Council table.

Motion by Kelly Funk seconded by Armando Tarango to accept the resignations of Joseph Conner and Bradley Ludowese. Vote – Unam.

Due to these two resignations, Police Chief Post indicated that he needed to promote some individuals to cover the positions left vacant when these two officers left.

The first position to be promoted from within is that of Police Sergeant. This position oversees patrol officers. Police Chief Post would like to recommend the promotion of Officer & K9 Handler Tad Eubanks to the rank of Sergeant. Officer Eubanks has been with the City since April 2016 and, prior to that, served 3 years with Kansas Parks & Wildlife at Lake Scott State Park. He also holds a bachelor's degree. Police Chief Post would like to promote Officer Tad Eubanks to the rank of Sergeant at Grade J, Step 1 on the City's Pay Plan.

According to the City's Play Plan and the Scott City Police Department's Policy Manual, an officer can be promoted from an Officer I to an Officer II position based on tenure and training. Officer Michael McEachern has been employed by the City of Scott City since May 2015 and currently serves as the Police Department's firearms instructor and has attended several specialized trainings over the last year. Police Chief would like to recommend that Officer McEachern take on the role of Training Coordinator and be promoted to Officer II, to with a 2-step bump due to his length of service, putting him at Grade H, Step 4 on the City's Pay Plan.

Officer Charles Semenko has been on the Police Department for only a year and a half, but he came to the City of Scott City with a wealth of experience in the military which, according to the Police Department Policy Manual, gives him the equivalent of 3 years of experience on Scott City's police force. He also recently attended some training in Garden City on "Advanced Collision Investigation." Officer Semenko's time on the police force, combined with his additional training and military experience qualify him for a promotion to Officer II. Police Chief recommends promoting Officer Semenko to Officer II at Grade H, Step 1 on the City's Pay plan.

Motion by Josh Gooden seconded by Kelly Funk to promote Officer Tad Eubanks to the rank of Sergeant to be placed at Grade J, Step 1 on the City's Pay Plan, to promote Officer Michael McEachern to the Officer II position at Grade H, Step 4 on the City's Pay Plan, and Officer Charles Semenko to the Officer II position at Grade H, Step 1 on the City's Pay Plan. Vote – Unam.

Mayor Green indicated that he had been speaking with Chief Post regarding the stiff competition in hiring police officers and so they are moving forward the best they can given the situation. After making that statement, Police Chief Post indicated that he had recently opened his application pool and that they had received 4 applications, 3 of which were already Kansas Law Enforcement Training Center (KLETC) certified. One of the applicant's applications is being reserved for the possibility of being interviewed for a detective position. Two others were contacted and interviewed for the open Police Officer position. Then-Officer Tad Eubanks and Police Sergeant Colton Schmitt sat in on the interviews. Police Chief Post recommended to hire Whitney Savolt, a candidate with local ties. She lives 17 miles outside of the City limits so is reasonably able to respond to emergency situations. She has served as a Police Officer in Grant County, Holcomb, and Goodland. Due to her experience, Police Chief Post recommends that she be hired as Police Officer I, starting a Grade G, Step 3 on the City's Pay Plan, with a starting date of June 9, 2021.

Motion by Armando Tarango seconded by Adam Winter to hire Whitney Savolt as Police Officer I at Grade G, Step 3 on the City's Pay Plan with a start date of June 9, 2021. Vote – Unam.

Police Chief Post requested to create a new fund in the City's budget as allowed by K.S.A. 8-116a for revenue brought in from performing Vehicle Identification Number (VIN) inspections. Police Chief Post also requested that this new fund be allowed to receipt the revenue from Urinalysis (UA) tests. He explained that both of the revenues are currently receipted into the General Fund. Currently, the contract printing of VIN inspection forms is expensed out the Community Support department in the General Fund, while all UA kits are purchased with Police Department funds. By creating a new fund in the City's budget, both revenues and expenses for VIN inspection and UA tests could be coded to the same fund. Police Chief Post stated that as cash in this fund grows, it is allowable to use excess money in the fund to supplement operations in the Police Department for training, equipment, etc. if funds are not available in the Police Department operating budget. Police Chief Post indicated that \$1,980 has been collected for VIN inspections in 2021, and that he would like to move those funds into the new fund once it has been approved and set up. City Clerk Ruth Becker indicated that the City would need to visit with auditor Mathew Medill about the transfer of funds.

Motion by Kelly Funk seconded by Armando Tarango to create a new fund for revenues and expenses for VIN inspections and UA tests, with the fund being administered by the Police Department. Vote – Unam.

Police Chief David Post reported that work needed to be done on two of the tornado sirens. He indicated that they were spinning properly but no sound was being emitted from them. The total charge for the service was \$1,592 with only \$150 being charged for parts. The remainder of the bill was for mileage and time traveled. He indicated that he was going to try to find a contractor closer to Scott City.

Council member Jeff Allen inquired about the status of repairs of the damage to the dog pound. Police Chief Post responded that the insurance company provided an estimate of \$9,999, but the City is still awaiting cost estimates from contractors. The insurance adjuster has extended the deadline for completion of the repairs by one month.

Parks Superintendent Terence Appel reported that they are doing a lot of mowing of the parks and have been spraying for mosquitos and using dunks in any standing water. He informed the Council that on June 10, he will have a meeting with Chamber of Commerce Director Lindsay Singley to discuss the Patton Park Restroom Project. He indicated that Ms. Singley has asked the City crew to demolish the existing bathrooms. Mr. Appel informed the Council that he did not

feel comfortable with that because the City's equipment is not designed to handle that kind of project and that it could cause damage to the equipment, rendering it unusable for regular City business. Mr. Appel indicated that he feels that the Patton Park Restroom Project committee should hire out the demolition. As Park Committee members, Council members Barb Wilkinson and Craig Richards will be attending the meeting on June 10. Mrs. Wilkinson stated that she will tell the committee that they prefer the demolition to be performed by an outside source.

Street, Water, & Sewer Superintendent Terence Appel informed the Council that they had been working on a water leak at 6th & Court Street. He brought in a small sample of the pipe that was affected, noting the pitting on the outside of the pipe. Mr. Appel speculated that this is probably the same type and condition of pipe that the City will be replacing on K-96 in the upcoming months.

Well #1 is still not running because the crew is waiting on stainless steel pipe. At the time Mr. Appel presented a cost estimate to replace the pipe, the cost was to be \$22,800. In the short time from the time of the estimate to the time that the pipe was ordered, the cost increased to \$28,000. Mayor Green indicated that, due to the critical nature of the repair, that it was impracticable to bid.

Street, Water, & Sewer Superintendent Terence Appel reported that the water treatment plants are "sweating" in the humidity. He informed the Council that a drive went out in one of the plants because there was too much moisture. He noted that the City has de-humidifiers in each of the treatment plants, but they have been broken down for the last couple of years. The cost to replace them would be \$4200 each, and they would need two at each water treatment plant. Mr. Appel reported that he had spoken with personnel at both Faurot Heating & Cooling and Davis Electric. Both businesses recommended that they add fans to run off a thermostat to turn them on and off as needed to dry out the water treatment plants.

Mr. Appel reported that the outside of the water tower has been painted. He has calls in to the company to see about getting the inside painted as well.

City Clerk Ruth Becker reminded the Council of the Budget Workshop scheduled for Tuesday, June 15, 2021, at 6:00. Mrs. Becker asked for input on choices from Tate's catering menu. As the Council was unable to come to a decision, Mayor Green jokingly assigned the decision to City Administrator Bradley Pendergast as one of his first official duties. City Clerk Ruth Becker happily agreed to pass this duty along to him.

City Attorney Faurot reported that she will not be able to attend the Budget Workshop, so she wanted to briefly explain her budget request to the Council at this time. She stated that she was not planning to make any changes to her budget, except that the County is moving to a new online case management software program that the County will use and pay for. However, after Police Chief Post has an opportunity to review the software demo, the City may also choose to use the software. If the City chooses to move forward with the use of the software as well, there would be a cost share with the County that would need to be budgeted for. She will provide the City's cost share potential to City Hall staff prior to the Budget Workshop.

Mayor Green reported that he had attended the unveiling of the Maria DeGeer statue over the weekend and was fascinated by the artwork and lighting of the statue created by Jerry Thomas. He stated that the presentation completely changed his opinion of Maria DeGeer. He stated that he always believed that she came to the area, founded Scott City, and lost interest and so chose to

move on. He now knows that was not the case. The presentation opened his eyes to the fact that, because she was a woman, she was forced out of Scott City and was not allowed to stay. He was impressed by the story of the founding of Scott City. He concluded by thanking Maria DeGeer.

The Council took a short break.

Mayor Green called the meeting back to order.

Motion by Adam Winter seconded by Jeff Allen to adjourn at 9:40 p.m. Vote – Unam.

Everett M. Green
Mayor

Ruth Becker
City Clerk