

January 16, 2023

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

Pastor Bill Geurin from the Gospel Fellowship Church in Shallow Water was present to lead the Council and others present in prayer.

Present were Council President Josh Gooden, Council members Craig Richards, Jeff Allen, Kelly Funk, Bo Parkinson, Barb Wilkinson, Adam Winter, City Administrator Brad Pendergast, and City Clerk Ruth Becker.

The Council and others recited the Pledge of Allegiance.

The minutes of the January 3, 2023 regular council meeting were presented.

Motion by Barb Wilkinson seconded by Adam Winter to approve the minutes of the January 3, 2023 regular council meeting. Vote – 5-yes, 1-abstain, Jeff Allen.

Appropriation Ordinance # 1000B was presented.

Motion by Kelly Funk seconded by Adam Winter to approve Appropriation Ordinance # 1000B. Vote – Unam.

Council President Josh Gooden informed the Council that Mayor Green was unable to attend the meeting so his appointment of the new City Attorney will be made at the next regular Council meeting.

Included in the packet was *City of Scott City, Guidelines for City Credit Cards and Authorized Contacts*. City Administrator Brad Pendergast explained to the Council that, with the new role and full-time status of the City Inspector position, he felt it necessary to revise the current credit card policy to include the City Inspector to be a Tier I cardholder with an individual credit limit of \$3,000, raising the overall credit limit of the City's credit card account to \$33,000. He reminded Council members that he and three other department heads were considered Tier I cardholders. Mr. Pendergast stated that City Inspector Jerek Wasinger would likely travel for training and shadowing of building officials in other towns, so a credit card would be beneficial.

Motion by Jeff Allen seconded by Craig Richards to revise *City of Scott City, Guidelines for City Credit Cards and Authorized Contacts* to add the City Inspector to the list of Tier I cardholders, raising the City's overall credit account limit to \$33,000, and to issue Jerek Wasinger a City of Scott City credit card in the amount of \$3,000. Vote – Unam.

City Administrator Brad Pendergast requested that the amount of the surety bond for the Building Inspector be raised to match that of the City Clerk and City Administrator (\$50,000). Included in the packet was *City Code 1-6-3: Bonds of Officers*, which currently requires the Building Inspector to hold a \$5,000 bond. Mr. Pendergast stated that he had researched bond requirements for this position in other cities and found that a \$50,000 bond would be appropriate. Council member Barb Wilkinson inquired if the City was still responsible for bonding the Fire Chief as stated in the City Code. Mr. Pendergast stated that the Fire Chief is now bonded at the County level, so

that requirement would need to be removed from the City Code. He explained that any changes to the bond requirement for the City would need to be made by ordinance.

Motion by Kelly Funk seconded by Adam Winter to direct City Administrator Brad Pendergast to author an ordinance to change the bond requirement for the Building Inspector from \$5,000 to \$50,000 and to remove the Fire Chief from the list of officers requiring bonds. Vote – Unam.

Provided in the packet were excerpts from the *City of Scott City, Kansas Personnel Policies and Procedures, 2023*. The recent change to the *Sick Leave* policy, which allows additional sick leave to be added to an employee's leave time if he/she suffers an injury resulting in a worker's comp claim, but is not absent from work long enough to qualify for worker's comp paid leave benefits to compensate for any missed time, was added to the document. Also added under the *Credit Cards* portion of the document was the recent change to the bidding threshold from \$5,000 to \$20,000. Finally, the *Other Benefits* section of the document was revised to include Globe Life/Liberty National products and IDShield (Identity Theft and Privacy Protection) on the list of optional benefits for full-time employees.

Motion by Kelly Funk seconded by Adam Winter to approve the revisions to the *City of Scott City, Kansas Personnel Policies and Procedures, 2023*. Vote – Unam.

Provided in the packet was *Resolution No. 2023-02*, a resolution setting the date, time and place for a public hearing to receive and hear complaints and objections to the proposed special assessments for the recent construction and improvements on Crescent Avenue. The public hearing will be held at the usual meeting place (City Hall Council Room), Scott City, Kansas, at 7:30 p.m. on Tuesday, February 21, 2023. The meeting date varies from the typical "3rd Monday" of the month due to the observance of Presidents' Day on Monday, February 20th.

Motion by Adam Winter seconded by Jeff Allen to approve *Resolution No. 2023-02* setting the public hearing regarding the proposed special assessments for the recent construction and improvements on Crescent Avenue for 7:30 p.m. on Tuesday, February 21, 2023 at City Hall in the Council Room. Vote – Unam.

Also included in the packet was *Certification of Total Final Cost and Assessment Rolls*, for the construction of paving and drainage improvements, as authorized by *Resolution No. 2022-02*, adopted March 7, 2022 and published March 10, 2022. The total cost, and the amount to be assessed to two property owners, was \$50,000.

Motion by Kelly Funk seconded by Adam Winter to approve the *Certification of Total Final Cost and Assessment Rolls* in the amount of \$50,000. Vote – Unam.

Scott City Municipal Airport Manager and Fixed Base Operator (FBO) Warren Harkness (WTH Aviation Services, LLC) was present to update the Council. Mr. Harkness reported that electrical issues and problems with the doors on the t-hangars had been fixed and that he had been dealing with the issue of moisture getting inside the runway lights. He also reported that, in accordance with the FBO agreement with the City, he had located a fuel truck and would be checking to make sure that the truck is in good condition. Mr. Harkness also informed the Council that someone had expressed interest in the mechanic position. The prospect looks promising. Mr. Harkness indicated that he will know more in the next few weeks on both the fuel truck and the possibility of hiring a mechanic.

EBH Engineer Darin Neufeld was present to update the Council on his meeting with the Airport Commission and City Administrator Brad Pendergast earlier in the day. The purpose of the meeting was to discuss the Airport Improvement Plan (AIP) and the priority projects for Scott City Municipal Airport over the next few years. Mr. Neufeld provided the Council with a listing of the priority projects as they were at the beginning of the meeting, with notations regarding changes to the order of the priorities. He explained that, currently, Scott City Municipal Airport (TQK) has banked roughly \$600,000 in federal funds with additional BIL (Bipartisan Infrastructure Law) funds of \$159,000 each year for the next 5 years. Any banked federal funds will begin to expire at the beginning of 2024, so he stressed that some of these dollars need to be spent this year to avoid forfeiture of a portion of these funds. The highest priority projects that have been set by TQK's Federal Program Manager Jason Knipp consist of correcting safety issues. Mr. Knipp and Mr. Pendergast will be teleconferencing to discuss the Runway Protection Zone (RPZ) and steps that need to be taken to make improvements in this area. One project on the list of priorities that has been elevated to a high priority status, potentially a 2024 project, is the construction of a new 8-bay t-hangar. Mr. Neufeld and Mr. Harkness both stated that there is a high demand for aircraft housing, and that there are at least 10 pilots on the waiting list for hangar space. Another project that the Airport Commission discussed was the potential to acquire additional farm ground to shift the turf runway to the east.

Motion by Jeff Allen seconded by Adam Winter to approve the edited Airport Improvement Plan (AIP) priority projects as discussed and presented. Vote – Unam.

GMS Engineer Ken White was not in attendance via Zoom as anticipated.

Under the open agenda, Scott County Emergency Medical Services (EMS) Director Kris Logsdon thanked the Council for allowing him to borrow the City's Chevy Colorado over the past several months. He noted that the County had procured a vehicle for his use and that he had returned the City's vehicle to City Hall earlier in the day.

On behalf of Pool Manager Marci Patton, City Clerk Ruth Becker requested that the deadline for accepting lifeguard applications be extended by one week because there were not enough applicants for lifeguards as of 5:00 p.m. to adequately operate the pool.

Motion by Barb Wilkinson seconded by Jeff Allen to extend the deadline to accept lifeguard applications to 5:00 p.m. on Monday, January 23, 2023. Vote – Unam.

City Building Inspector Jerek Wasinger addressed the Council, informing them that his focus for the past few weeks has been to inspect and close several open permits. He noted that he had closed out over 32 permits since his arrival. Mr. Wasinger noted that he will soon be traveling to Garden City to visit with and shadow Gary Alcorn, one of Garden City's inspectors. Mr. Wasinger explained that Garden City is using the 2018 building codes while the City of Scott City is still using 2006 codes. He requested that, in the near future, the Council consider updating the City Codes to include a more current version of the International Building Codes. Mr. Alcorn has introduced Mr. Wasinger to permitting software that they both view as much more efficient than the City's current software and permitting process. Mr. Wasinger closed his report by stating that he has been working to build relationships with contractors, and has met with several thus far.

Police Chief David Post reported that he had received a new laptop that has been procured with the assistance of Leading Edge Technology Partners. He was pleased to announce that the cost of this laptop was less than ½ the cost of similar laptops purchased through the City’s former IT company.

Officer Jaime Salazar will be traveling to Hutchinson later in the week to attend a Tactical Medicine Class.

The Police Department was short staffed over the weekend with one dispatcher and one officer having been hospitalized.

AT&T has provided a no-cost upgrade to the 911 system. *Rapid Video* will allow dispatchers to tap into a caller’s cell phone camera if they feel that doing so would aid in keeping an officer safe.

Police Chief Post requested that any bids for patrol vehicles be opened. Council President Josh Gooden opened the following bids, all from J & R Car and Truck Center:

2023 Chevrolet Traverse 1LS	\$37,325.08 w/ \$4,300 in rebates	\$32,935.08
2023 Chevrolet 1500 Crew WT	\$50,364.05 w/ \$6,400 in rebates	\$43,964.05

The following vehicle trade allowances were offered:

2010 Chevrolet 1500 AG251230	\$ 5,000.00
2014 Chevrolet 1500 EG467884	\$14,000.00
2016 Chevrolet Impala G1109609	\$ 4,000.00

Police Chief Post requested that the Council allow him some time to look over the bids and come back to the Council for a recommendation later in the meeting.

Parks Superintendent Terence Appel stated that he was working to acquire the materials to improve the sprinkler system at Maddux Park. He also mentioned that he felt that the hill in Maddux Park was an eyesore because no grass will grow. He asked the Council for permission to remove the hill due to the difficulty to maintain the hill – it is difficult to mow, so the crew has to “weed-eat” the hill to keep the weeds and stickers at bay. Consensus of the Council was to allow Mr. Appel and his crew to remove the hill in Maddux Park.

Street, Water, & Sewer Superintendent Terence Appel provided the following year-end reports in the Council packet: *2022 City of Scott City Static Water Levels, Water Level (2020-2022), 2022 Water Pumping Log, and Water Line Improvements 2023* with accompanying map. Mr. Appel briefly went over each document and clarified that all wells, except Well #11, have combined water rights. Well #11 has its own water rights. City Administrator Brad Pendergast reminded the Council that the types of improvements on the wish list for 2023 are the types of projects for which the Council recently created the Water Reserve Fund and the Sewer Reserve Fund.

Mr. Appel informed the Council that the crack sealing project is about halfway complete, and that the recent precipitation has halted the project for the near future.

City Clerk Ruth Becker had nothing to report.

City Administrator Brad Pendergast had nothing further to report.

There was nothing to report on the search for a new City Attorney.

Financial, Quarterly, & Investment Reports were provided in the Council packet.

Council President Josh Gooden had no comments.

The Council took a short break.

Council President Gooden called the meeting back to order.

Police Chief David Post stated that he had reviewed the bids presented by J & R Car and Truck Center. He recommended that the Council accept both bids for the new vehicles and to accept all three of the trade allowances as offered. Police Chief Post noted that the 2023 Chevrolet 1500 Crew Cab would replace the 2014 Silverado, while the 2023 Traverse would replace the 2016 Impala.

Motion by Kelly Funk seconded by Jeff Allen to approve the purchase of the 2023 Chevrolet 1500 Crew WT and the 2023 Chevrolet Traverse 1LS and to apply the trade allowances for the 2010 Chevrolet Silverado, 2014 Chevrolet Silverado, and the 2016 Chevrolet Impala, bringing the package total for the two new vehicles to \$53,899.13. Vote – Unam.

Motion by Adam Winter seconded by Jeff Allen to adjourn at 8:24 p.m. Vote – Unam.

Josh Gooden
Council President

Ruth Becker
City Clerk