

March 6, 2023

The City Council of Scott City met in regular session on the above date at 6:30 p.m. in City Hall.

Pastor Matthew Koterba from Holy Cross Lutheran Church was present to lead the Council and others present in prayer.

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 Jennifer Cunningham (via Zoom), City Administrator Brad Pendergast, and City Clerk Ruth Becker.

The Council and others recited the Pledge of Allegiance.

The minutes of the February 21, 2023 regular council meeting were presented.

Motion by Barb Wilkinson seconded by Jeff Allen to approve the minutes of the February 21, 2023 regular council meeting. Vote – 7, yes – 1, abstain – Armando Tarango.

Appropriation Ordinance # 1002A was presented.

Motion by Armando Tarango seconded by Adam Winter to approve Appropriation Ordinance # 1002A. Vote – Unam.

Provided in the packet was *Annual Insurance Renewal Proposal-Package Policy Effective 4/1/2023-4/1/2024* 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 14% from the 2022 renewal, but that the blanket property coverage has also increased by approximately \$1.49 million to a total of \$14.8 million. He mentioned that the increase is due, only in part, to higher rates, but also attributed the increase to higher values of City property and updates to the City's vehicle fleet. He recalls seeing a double-digit percentage increase to insurance renewals only once or twice in the past 30 years.

The 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 several years (since 2011) totaling over \$171,000.00. The dividend check for the 2021/2022 plan year was \$22,536.99. Mr. Green also noted that the average dividend check over the past five years was over \$22,000.00.

Regarding the Workers' Compensation portion of the renewal, Mr. Green noted that over the past two years the City has experienced not only an increase in the number of Workers' Compensation claims, but also an increase in the severity of the claims. This activity has translated into an experience modifier that has increased from .75 to 1.07 – a 32% increase.

Mr. Green indicated that the liability insurance policy for airport liability has a slightly different renewal date of 4/15/2023 which gives Rodenbeek and Green agents more time to search for the

best proposed insurance package. He plans to present options for the airport liability insurance at the March 20, 2023 Council meeting.

Council President Josh Gooden asked the Council for any further 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 Jeff Allen to accept Rodenbeek & Green Agency's 4/1/2023-4/1/2024 insurance renewal from EMC in the amount of \$170,616.00 which covers the City's property, liability, and workers' compensation. Vote – Unam.

Everett Green resumed his role as Mayor.

Council member and ½% Sales Tax Committee member Kelly Funk presented the ½% Sales Tax Funding 2023 recommendations as follows:

Chamber of Commerce	\$15,000.00
Golden Rule Preschool	\$ 4,950.00
Scott Hospital Foundation	\$12,500.00
Scott Community Foundation-Historical School	\$ 2,250.00
Scott Community Foundation-Patton Park Restrooms	\$20,000.00
Scott Community Golf Course	\$69,525.00
Scott County Arts Council	\$20,000.00
Scott County Free Fair	\$30,000.00
Scott County Historical Society	\$45,000.00
Scott County Indoor Arena & Activity Center	\$19,000.00
Scott County V.I.P.	\$45,000.00
Scott County Youth	\$10,000.00
Scott Rec Commission	\$69,525.00
Spencer Flight & Education Center	\$ 5,500.00
Stepping Up, Inc.	\$13,750.00
Western Kansas Child Advocacy Center	\$30,000.00

Brief discussion was held regarding the ½% Sales Tax Committee's process for making the decision of how much to award each applicant. City Administrator Brad Pendergast informed the Council that the Committee members had concerns about the current guidelines for awarding the grant funds and that they will meet again soon to discuss proposed changes to the guidelines.

Motion by Josh Gooden seconded by Armando Tarango to accept the 2023 recommendations of the ½% Sales Tax Committee for the total funding in the amount of \$412,000.00, as listed above. Vote – Unam.

Council member Barb Wilkinson expressed appreciation on behalf of the agencies receiving funds, noting how important these grant funds are to keeping these organizations functional.

Regarding the conclusion of the Scott City Municipal Airport 2020 Construct Hangar Taxiway Project, EBH Engineer Darin Neufeld had provided the following documents for the Council's approval for the project closeout: *EBH Invoice* for professional engineering services from September 25, 2022 to November 26, 2022 and *Reimbursement Tracker* to be submitted to KDOT Aviation. The aforementioned documents had been placed in the packet for the February 21, 2023 meeting, but were not approved at that time. Council member and Airport Commissioner Jeff Allen had expressed concerns about paying the EBH invoice prior to having seen the results of the

engineers' reports for the project. Mr. Allen, City Administrator Brad Pendergast, and Mr. Neufeld have since visited about the project. Mayor Everett Green thanked Mr. Allen for his diligence regarding the airport project noting that he appreciates Mr. Allen's ability to "speak engineer." Mayor Green verified with Mr. Allen that all his questions regarding the payment of the EBH invoice had been answered.

Motion by Jeff Allen seconded by Adam Winter to approve the payment of EBH Invoice No. 14226 in the amount of \$550.61 and to authorize City Clerk Ruth Becker to submit the reimbursement request to KDOT Aviation, closing out the project. Vote – Unam.

Included in the Council packet was *ARPA Funds Available as of March 2, 2023*. The document demonstrates the balance in the fund less any remaining Council-approved obligations for the use of the funds. Currently, the unobligated amount remaining in the ARPA fund is \$221,629.19. Scott City Chamber of Commerce (Chamber) Executive Director Lindsay Singley and Chamber Board President Jordan Dahlke were present to request \$80,000.00 in ARPA funds over the next two years. Also present from the Chamber's Board of Directors were Tyler Kough, Michelle Nix, Pam McDaniel, and Tim Stoecklein. Mr. Dahlke presented the Mayor and Council with *Scott City Area Chamber of Commerce Profit and Loss (P&L) Statement for Periods Ending December 31* for the years 2016-2022. Chamber President Jordan Dahlke informed the Council that since Ms. Singley became part of the Chamber, she has increased membership by 20%. He noted her dedication to the job and to the people of Scott City and indicated that they are proud of the work she has done. As Mr. Dahlke reviewed the P&L with the Council, he drew special attention to the area at the bottom entitled *½% Sales Tax Recap* and noted that funding received through the ½% Sales Tax Grant has been crucial to the success of Chamber events and services, but also noted multiple times that the amount awarded by the Committee was significantly lower than what was requested. He reiterated that the Chamber relies heavily on the revenue provided from ½% Sales Tax distributions and that they are grateful for any grant funds that have been awarded. Mayor Green mentioned that Ms. Singley, Mr. Dahlke, and Mr. Kough had met with City Administrator Brad Pendergast and himself the prior week to discuss the financial struggles that the Chamber has been experiencing since the Covid-19 pandemic and noted that this revenue loss is an example of the type of problem that ARPA funding was designed to help alleviate. Discussion continued about the appropriate use of ARPA funds and the amount available remaining in the fund, the possibility of the City assuming the cost of the Chamber's utilities, and that the Chamber does not want to continue to make this request year after year but would like to see if they can pull themselves "out of this hole" with assistance from the City.

Motion by Josh Gooden seconded by Barb Wilkinson to provide \$40,000.00 in ARPA funds to the Chamber of Commerce for 2023. Vote – Unam.

Scott Recreation Commission (SRC) Director Cody Brittan and Assistant Director Jordan Carter were present to present their *2023 Water Conservation Plan* and supporting documents, which had been provided for the Council packet. The plan establishes a goal to use fewer than 10 million gallons of water at the SRC Sports Complex and Soccer Fields in 2023. Mr. Brittan noted that the goal was not met in 2022 due to the extremely low amount of rainfall. However, he and his staff will continue to monitor and repair sprinkler heads and aerate the ground early in the season to aid in the absorption of water into the soil. Mr. Brittan has researched the use of soil penetrants to aid in water absorption as well. Furthermore, the current sprinkler was installed in 1993 and uses a 1" water line. He feels that it would be much more efficient to have a sprinkler system with 2" water lines and, therefore, has asked for bids to determine the cost of a new sprinkler system.

A bid of \$194,600.00 was submitted by GAS Lawn Pros, LLC out of Liberal, Kansas to replace the Sports Complex sprinkler system. Mid America Sports Construction out of Lee's Summit, Missouri submitted a bid for \$287,019.00, and required a bond in the amount of \$3,839.00 for the same project. Mr. Brittan and Mr. Carter stated that the SRC does not have the funding to cover such a large expense. Council members offered suggestions to potentially be able to raise the funding for a new sprinkler system, including visiting with the Scott Community Foundation about setting up a fund to raise donations for that purpose. Mayor Green and the Council thanked the two men for their report and their efforts toward conserving water. They also noted that the SRC is very much appreciated in this community and that they are doing a fantastic job.

Joining in person for GMS, Inc. was Engineer Trevis Smith. Mayor Green welcomed and introduced Mr. Smith, who lives in Portland, Oregon, but is currently commuting for his new role with GMS. Mr. Smith stated that David Frisch sends his greetings. He also noted that, although he is new to GMS, he has been a civil engineer for 25 years. Mr. Smith indicated that it was good to be in Scott City working with City staff on the drainage study.

He updated the Council on the following projects:

- **Water System Improvements Project 2023** – The project remains under review with KDHE, but GMS anticipates that they will receive comments no later than the March 10<sup>th</sup> deadline. The project will be advertised for a minimum of four weeks upon KDHE's approval. The project bid opening date will be scheduled to coincide with a regular City Council meeting. Plans relating to work that will occur on US Highway 83 have been submitted to and approved by KDOT. A second permit has been submitted to Omega Rail Management Inc. for the 6" HDPE directional drill installation. The project can be awarded prior to approval due to the timeline of the project.
- **8<sup>th</sup> Street Extension** – Engineer Sam Wood has been in contact with Nowak Construction and their subcontractors to resolve the drainage issue on the newly constructed street. GMS is awaiting a reply regarding a site visit by Nowak. Once remedies are proposed by Nowak, GMS will work with the City to develop a plan to proceed.
- **Drainage Study** – The aerial flyover for the study was completed by Synergy on January 16, 2023. Mapping should be complete in mid-March. Mr. Smith is conducting a structural inventory of all drainage facilities during his current visit to Scott City. Preliminary report work is underway. GMS will coordinate with City staff to identify problem areas and confirm drainage patterns and will coordinate with KDOT and other regional or state agencies to ensure that the method of drainage analysis is agreeable to all parties.
- **Industrial Park** – The final plat of the Industrial Park (SCIP North-Lawrence Addition) has been completed. The necessary steps will be taken to finalize the plat and have it recorded at the Register of Deeds.
- **Glenn Street Improvements** – This project is on hold until KDOT completes their improvement on K-96.

The Mayor and Council thanked Mr. Smith for his report and welcomed him to Scott City.

Under the open agenda, Council member Jeff Allen informed the Council that he had contact with several residents who had expressed concern regarding the increased property valuation statements that were mailed by the Scott County Appraiser's Office the previous week. Mayor Green and other Council members also expressed that they had been approached by residents who had voiced concerns. Based on their conversations, it appears that most people received valuation

increases of 15%-20%. Council member Bo Parkinson noted that he had researched appraiser's roles in setting valuations and found that an individual's property valuation is not necessarily "set in stone. Mayor Everett Green cautioned that increased valuation does not necessarily mean increased taxes. Consensus of the Council was to recommend to those expressing concerns that they make appointments to visit with Scott County Appraiser Kim Frodin for further clarification regarding their valuation statements.

Chamber of Commerce Executive Director Lindsay Singley asked if she could request to use Patton Park and block off a portion of 12<sup>th</sup> Street for a beer garden for the Cops Behind Bars event during the June Jaunt. City Attorney Jennifer Cunningham reminded Council members and others present that the open agenda portion of the meeting was only to hear public comments and concerns and that questions should not be answered and binding action cannot be taken. She recommended adding this request to a later agenda for discussion and potential approval. Mrs. Singley will make formal requests at a Council meeting just prior to the event date.

Pool Manager Marci Patton was not in attendance.

Building Inspector Jerek Wasinger reported that an agreement with iWorQ, a cloud-based permit and code enforcement software solution, had been signed since the last regular meeting. Onboarding, orientation, and training will start by the end of the week. He noted that any open permits would be entered into the software during training sessions. The transition from the current permit software to iWorQ is expected to be complete in approximately 8 weeks.

Police Chief David Post passed around a letter of resignation from dispatcher Kristi Conine. He noted that Ms. Conine had served as a dispatcher for the past 6 years, and he was grateful for her service. Her official date of resignation was February 24, 2023.

The Scott City Police Department hosted three students during their Junior Job Shadow Day. He noted that all three had expressed an interest in studying criminal justice after graduation.

Police Chief Post noted that he and his staff recently completed two labor-intense annual reports—the Asset Forfeiture report and the annual 911 Fund Audit Report.

Police Chief Post informed the Council that the department would soon be receiving three new ballistic shields, valued at approximately \$3,600.00, that will be added to two already possessed by the department. The shields will be placed in patrol cars.

Police Chief Post expressed his appreciation for Building Inspector Jerek Wasinger's work to evaluate and procure the iWorQ permit and code enforcement software that his department will share with the inspection department.

Amber Poore, dispatcher and administrative assistant, is currently in Hutchinson, attending accreditation training. She will assume duties related to the accreditation program upon her return.

Provided in the Council packet by Police Chief David Post was *Scott City Police Department 2022 Annual Report* listing the department's highlights for the year. Police Chief Post reviewed the document with the Council pointing out what he saw as his department's proudest achievements: the hiring of 4 new employees, Scott City being named on the *Safest Cities in Kansas* list for the 3<sup>rd</sup> year in a row (#8 in 2022), implementation of a new employee assistance program for officers and dispatchers, being selected as one of seven accreditation test sites in the state, implementation of a School Resource Officer program, implementation of new evidence room procedures and software, and implementation of a new pound program which covers all vaccination and spaying/neutering costs for dog adoptions thanks to a large donation. Police Chief

Post was pleased with the success his department has had with community involvement, crime prevention, and education. He noted that a common theme within his department is a commitment to remain active with the youth in the community through events such as the 4H Food Shoot, Boy Scout Mock Exercises, SafeKids Day events, Operation Santa, monthly library visits, and the partnership the department has with Western Kansas Child Advocacy Center. Police Chief Post also provided an extensive list of trainings that his officers and dispatchers attended in 2022. This training helped several officers to receive promotions throughout the year and Officer Whitney Savolt was awarded the Distinguished Community Service Award. Also provided were several graphs demonstrating dispatch calls for service, ongoing cases, car crashes, and traffic stops. Police Chief Post reported a 15-year low for both thefts and burglaries in 2022. The final graphs demonstrated total numbers of child in need of care/child abuse cases and total numbers of sex offense cases. Police Chief Post included a section of his annual report that demonstrated a taxpayer savings amount of \$196,000.00 in 2022 by making good use of grant funds, donations, and reimbursements from other agencies. Lastly, Police Chief Post listed his goals for 2023. Council members expressed appreciation for the detailed report and enjoyed the pictures that had been provided at the end of the report.

Park Superintendent Terence Appel had nothing to report.

Street, Water, & Sewer Superintendent Terence Appel reported that his crew had been working on a 4" water main break in the 900 block of Washington Street.

Mr. Appel requested to advertise for seasonal help—two workers in the Parks department and two workers in the Street department.

Motion by Jeff Allen seconded by Armando Tarango to authorize Terence Appel to advertise for seasonal help, two positions in the Parks department and two positions in the Street department, with applications due to City Hall by 5:00 p.m. on May 1, 2023. Vote – Unam.

Street, Water, and Sewer Superintendent Terence Appel asked Mayor Green to open bids for 2023 Chip Sealing. Mayor Green opened the following bid: B&H Paving bid to chip seal approximately 130,00 square yards of city streets, including the cost of sand and oil, at \$1.65 per square yard. Projected cost of the project is \$214,500.00. City agrees to provide a Project Exemption Certificate from the Kansas Department of Revenue.

Motion by Jeff Allen seconded by Armando Tarango to approve the bid from B&H Paving to chip seal approximately 130,000 square yards of city streets at a cost of \$1.65 per square yard, with the cost of sand and oil included. Total projected cost of the project is \$214,500.00. Vote – Unam.

City Clerk Ruth Becker provided registration information for the Leadership Summit & Kansas Mayors Association Conference which will be held in Hays on April 14-15, 2023. Mrs. Becker offered to register individuals for the conference and to book hotel rooms as needed. Mayor Everett Green and Council member Barb Wilkinson indicated that they would attend.

Mrs. Becker reported that several residents had notified staff at City Hall that the mailers for the Service Line Warranties of America (SWLA) plans, that had been approved at the June 20, 2022 Council meeting, had been received by some earlier in the day. She reported that there was quite a lot of concern that this program was a scam and that the company had “stolen” our City seal. City Hall staff had been told that they would be notified when the educational materials had been mailed to residents and that there would be at least a two-week time frame from the mailing date

to the date which the mailers would be received by residents. City Hall staff members were notified on Friday, March 3, 2023 that the mailing had been sent out on February 28, 2023. A Zoom call was scheduled earlier in the day to educate staff on the best practices to respond to residents who had concerns and to provide templates for social media posts to be uploaded to the website and facebook page prior to the receipt of the mailers. Unfortunately, many residents received their mailers before City Hall staff had received the social media materials. After residents who called in or visited City Hall in person were informed of the City's partnership with SLWA, and the benefits of the plan, most were excited about the program and indicated that they would consider enrolling in one or more plans.

City Administrator Brad Pendergast informed the Council that he would be attending the BIL (Bipartisan Infrastructure Law) Summit the following day. He will present the details of the Safe Streets for All (SS4A) grant that was awarded by USDOT for survey work on US Highway 83.

Mr. Pendergast also informed the Council that he and Katie Eisenhower had been discussing the possibility of hiring a full-time grant writer (shared with multiple Scott City entities) to research and write grants with the potential to benefit many city agencies. It is believed that the salary for a grant writer would be offset by the amount of grant funds that would be awarded to city agencies. He mentioned that they would like to involve the Scott Community Foundation in any further discussions.

City Attorney Jennifer Cunningham had nothing to report but noted that she would be in Scott City the following day for Municipal Court. She stated that she could be available if anyone needed to visit with her in person.

Mayor Green had nothing further to report.

Council member Jeff Allen expressed his thanks for all the support and encouragement that he and his wife Marie received upon the passing of her father. He stated that it was good to see how many people cared.

The Council took a short break.

Mayor Green called the meeting back to order.

Motion by Adam Winter seconded by Armando Tarango to adjourn at 8:05 p.m. Vote – Unam.

Everett M. Green  
Mayor

Ruth Becker  
City Clerk