

November 20, 2023

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

Pastor Jeff Goetzinger with the First United Methodist Church was present to lead the Council and others present in prayer.

Present were Mayor Everett Green, Council members Jeff Allen, Kelly Funk, Josh Gooden, Bo Parkinson, Barb Wilkinson, Adam Winter, Armando Tarango, City Attorney Jennifer Cunningham (by Zoom), City Administrator Brad Pendergast, and City Clerk Ruth Becker.

The Council and others recited the Pledge of Allegiance.

The minutes of the November 6, 2023, regular council meeting were presented.

Motion by Armando Tarango seconded by Jeff Allen to approve the minutes of the November 6, 2023, regular council meeting. Vote – Unam.

The minutes of the November 15, 2023, special council meeting were presented.

Motion by Jeff Allen seconded by Adam Winter to approve the minutes of the November 15, 2023, special council meeting. Vote – Unam.

Appropriation Ordinance # 1010B was presented.

Motion by Josh Gooden seconded by Adam Winter to approve Appropriation Ordinance # 1010B. Vote – Unam.

The reading of the certified election results will be tabled until a future Council meeting. The Scott County Clerk has been unable to officially certify election results because not all the surrounding counties that vote on the school board have canvassed their votes yet. Scott County Clerk Marie Allen will send the certified election results as soon as they become official.

City Administrator Brad Pendergast included *Water Base Rate and Rate Table Options* in the Council packet. Mr. Pendergast explained that he had been asked to modify Option 4 to reflect lower usage rates and to remove the 3,000 gallons of water included in the base rate. He noted that the removal of the 3,000 gallons caused a lot of change to the contents of the rate table. He noted that he needed to increase the base rates slightly so that he could lower the usage rates and still maintain the targeted revenue figures. To accomplish this, he added two additional lower usage level tiers. Council members Josh Gooden and Barb Wilkinson responded that they like the newly updated Option 4.

Motion by Josh Gooden seconded by Bo Parkinson to authorize City Administrator to prepare a water rates ordinance that reflects the figures in Option 4 for Council approval. Vote – Unam.

City Administrator Brad Pendergast announced that he had met with the Airport Commission the week prior to review the proposals submitted because of the City's recent Request for Qualifications for a Consultant for Airport Improvements. Evans, Bierly, Hutchison & Associates (EBH), returned the only proposal. Mr. Pendergast noted that the Airport Commissioners

recommended that the City Council approve EBH to provide airport consulting services on airport improvement projects with the condition that EBH personnel report to the Airport Commission on a quarterly basis.

Motion by Jeff Allen seconded by Kelly Funk to accept the Airport Commission's recommendation to accept the proposal submitted by Evans, Bierly, Hutchison & Associates (EBH) to provide consulting services on airport improvements. Vote – Unam.

Scott County Development Committee (SCDC) Executive Director Katie Eisenhour was present to update the Council. At the table, she provided SCDC Report to City Council – Nov 20, 2023 (Outline). Mrs. Eisenhour spoke on the following topics:

- **Moderate Income Housing Update** – One Moderate Income Housing (MIH) home on Chestnut Street has qualified for down payment assistance as stated in the addendums to the grant agreement between Kansas Housing Resources Corporation (KHRC) and City of Scott City. \$40,000 of assistance will be awarded to the owners of the home at closing on November 30, 2023.
- **Eastridge Villas, LLC and Eastridge Villas II (ERV II)** – Groundbreaking for ERV II is anticipated to be in April 2024. While it is expected that the first occupants will begin moving in in January 2025, Mrs. Eisenhour anticipates that all 16 units will be occupied by April 2025. SCDC Executive Director Eisenhour asks for a letter of support from the City to authorize the contractor to live in a camper on-site during construction. Currently, the covenants do not allow residence in a camper, but the City could override the covenants for a period of time to allow the camper.
- **Fiscal Operations/Loans** – All is reported to be well at SCDC, while working toward the hire of part-time staff and a succession plan for a new director to be in place by November 1, 2024.
- **½% Sales Tax Grant** – SCDC intends to apply for \$8,000 to update community-wide brochures, \$3,000 to assist with facilitating Reality U, \$2,000 to help with Youth Entrepreneurship, and \$15,000 for the community engagement platform Polco which will be used to collect and analyze resident feedback. Mrs. Eisenhour noted that with the City's Comprehensive Plan being up for renewal in 2025, Polco could prove to be a valuable tool that could be used to enlist community input and present community-wide data to be included in the Comprehensive Plan.

Mrs. Eisenhour also briefly touched on housing, the construction of 8<sup>th</sup> Street for Eastridge Villas, the positive perception of Scott City's workforce by outsiders, and the plan to identify the next SCDC Director. Mayor Green and the Council thanked Mrs. Eisenhour for her report.

GMS, Inc. (GMS) Engineer Ken White was present to answer questions regarding the *Request for Disbursement (#8) from KDHE Revolving Loan Programs* which was included in the packet. Mayor Everett Green noted that there are two invoices to be paid to GMS totaling \$38,307.82. The request for disbursement from the KDHE loan would cover the cost of these two invoices.

Motion by Josh Gooden seconded by Barb Wilkinson to pay GMS Invoice #27 for \$6,855.89 and Invoice # 28 for \$31,451.93 – totaling \$38,307.82, subject to reimbursement from the KDHE revolving loan program. Vote – Unam.

Motion by Josh Gooden seconded by Jeff Allen to approve the *Request for Disbursement (#8) from KDHE Revolving Loan Programs* in the amount of \$38,307.82. Vote – Unam.

Mr. White reminded the Council that the bid opening for the water system improvements will be held on December 4, 2023, prior to the Council meeting. The results of the bid opening will be announced during the meeting for the Council's selection of project's general contractor, the contractor for the well portion of the project, and the design and contractor for the water storage tank. He noted that there are several known plan holders and he feels optimistic about the outcome.

There was nothing to report under the open agenda.

Building Inspector Jerek Wasinger noted that inspections are going well and that he has really enjoyed working with the local contractors. Mr. Wasinger would like the Council to consider updating the building codes that the City of Scott City uses to be consistent with the City of Garden City. Scott City currently uses the 2006, 2008, and 2015 codes; he would like to update to the 2024 version of each of these. He noted that the City currently uses the 2008 National Electric code which updates at different intervals, so he recommends waiting until the next update becomes available. Mr. Wasinger mentioned that there is no rush to complete this revision, but wanted the Council to know that this change is needed. Mayor Everett Green inquired when the Council might see information in the packets for this update in Council packets. City Administrator Brad Pendergast noted that he will likely order the books and then will work with City Attorney Jennifer Cunningham to create an ordinance to adopt the updated building codes. As the Building Inspector begins working with the updated codes, revisions can be made to the ordinance as needed. Mr. Wasinger also noted that the cost to update the codes is anticipated to be less than what was budgeted.

Police Chief David Post was not in attendance. Sergeant Colton Schmitt reported on his behalf. Sergeant Schmitt requested to change the personnel listed on the Security State Bank Police account to prepare for Chief Post's resignation, tentatively set for January 2, 2024. He asked that his name and that of Detective Jason (Jay) Poore be added to the account and that Chief David Post's name be removed by the end of the year.

Motion by Kelly Funk seconded by Jeff Allen to add Sergeant Colton Schmitt and Detective Jason Poore to the Police account at Security State Bank effective immediately and to remove Police Chief David Post from the account on December 29, 2023. Vote – Unam.

Sergeant Schmitt informed the Council that he had received a call from Lane County earlier in the day requesting assistance with dispatch services, noting that two Lane County dispatchers are resigning effective November 24<sup>th</sup>. He noted that the requested coverage will be only until the agreement in place between Ford County and Lane County for dispatcher services becomes effective. Sergeant Schmitt noted that both he and Police Chief David Post believe it is important to provide the requested assistance. Consensus of the Council is to allow the Scott City Police Department to provide dispatch services as needed for Lane County for a period expected to range from one week to one month.

Highlights at the Police Department for the past two weeks are: the hire of Dispatcher Sirena Oronia who attended NCIC training last week and has begun training for the dispatcher position, the unique graphics that have been placed on the School Resource Officer's vehicle, and the completion of the newly purchased Dodge Durango's K9 package.

Park Superintendent Terence Appel had nothing to report.

Street, Water, and Sewer Superintendent Terence Appel noted that the north entrance to Glenn Street off K-96 has been completed, but there is cause for concern regarding drainage. City Administrator Brad Pendergast noted that, although GMS had conducted a survey regarding the drainage on the street, no contract is currently in place to address the issue. He and Mr. Appel will work with GMS regarding Glenn Street moving north.

Mr. Appel informed the Council that the generator that the Council approved for purchase is no longer available, as the company provided the wrong quote from the beginning. The Generac generator had been sold prior to the quote being sent to Mr. Appel. The error was discovered when payment for the generator was received, and the amount of \$40,326 was not what was expected. It was determined that the company attached the incorrect quote to the email that was received by Superintendent Appel. The check was returned to City Hall and was voided. The quote that was supposed to be submitted was for a Kohler generator for \$41,826. The Council discussed whether the generator needed to be re-advertised for bids, or if the Council should simply move to accept the cost of the Kohler generator, with the difference between the Generac and Kohler generators being \$1,500.

Motion by Josh Gooden seconded by Barb Wilkinson to approve the purchase of the Kohler generator for \$41,826. Vote – Unam.

Presented in the packet was *Contract for Engineering Services for Waterline Improvements* between the City of Scott City and Evans, Bierly, Hutchison & Associates (EBH) for improvements on Jackson Street from 9<sup>th</sup> Street to K-96. As mentioned in prior meetings, the need for engineering services on this project stems from the KDHE requirement that engineering services are required when water lines to be replaced will be either a different size or a different material than the pipe being replaced. The new water line will meet both of those identifiers.

Motion by Adam Winter seconded by Jeff Allen to approve *Contract for Engineering Services for Waterline Improvements* between the City of Scott City and Evans, Bierly, Hutchison & Associates (EBH) for improvements on Jackson Street from 9<sup>th</sup> Street to K-96, as presented. Vote – Unam.

City Clerk Ruth Becker was pleased to announce that newly hired Assistant City Clerk Chandra Hughes will begin her duties on December 4, 2023. To prepare for her arrival, City Hall staff has been modifying office spaces to accommodate her arrival. Mrs. Becker thanked Public Works Superintendent Terence Appel and two of his crew members, Roy Harms and Angel Ramirez, for their help with moving desks, filing cabinets, and other furniture and equipment so that Leading Edge IT staff member Damien Carter could more easily relocate and set up the staff's computer hardware. Mr. Carter was on-site nearly the entire day before the meeting. Mrs. Becker reported that there are still a few technical issues that need to be addressed before Mrs. Hughes' arrival, but things are looking good.

City Administrator Brad Pendergast had included *City of Scott City 2024 Step and Grade Matrix Following Applying a 2.9% COLA* in the Council packet. He noted that the figure presented is significantly lower than the prior two years' cost of living adjustment and he requested approval of the step and grade matrix as per the City's Pay Plan recommendation.

Motion by Josh Gooden seconded by Jeff Allen to approve the *City of Scott City 2024 Step and Grade Matrix Following Applying a 2.9% COLA* to become effective with January 31, 2024, paychecks. Vote – Unam.

City Attorney Jennifer Cunningham had nothing to report.

Financial and investment reports were included in the packet for Council's review.

There was no executive session as indicated on the agenda.

Mayor Everett Green had no further comments.

Motion by Adam Winter seconded by Armando Tarango to adjourn at 7:19 p.m. Vote – Unam.

Everett M. Green  
Mayor

Ruth Becker  
City Clerk