

# GREAT BEND CITY COUNCIL MEETING

November 20, 2023

6:30 p.m.

Location – City Hall Council Chambers

*The Council meeting will be livestreamed for public to view on our city council Facebook page, <https://www.facebook.com/gbcitycouncil/>.*

## AGENDA

### Members present:

___ Mayor Cody Schmidt	___ Councilmember Cory Urban
___ Councilmember Kevyn Soupiset	___ Councilmember Lindsey Krom-Craven
___ Councilmember Rickee Maddox	___ Councilmember Natalie Towns
___ Councilmember Alan Moeder	___ Councilmember Davis Jimenez
___ Councilmember Jolene Biggs	___ Attorney Allen Glendenning
___ Administrator Brandon Anderson	___ Clerk/Finance Director Shawna Schafer
___ Assistant Administrator Logan Burns	

## OPENING: PLEDGE OF ALLEGIANCE

### A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on November 6, 2023.
- b) **Claim's Warrant Register 11-20-23:** Covering 2023 bills to date.
- c) **Payroll Register P/R 11-17-23:** Covering payroll ending November 11, 2023, in the amount of \$521,235.94.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **Cereal Balt Beverage (CMB) License:** Sage Cauley and Johan Sanchez with Hatchet Axtion has applied for a CMB License. Application has been received along with payment and copy of the insurance. Staff recommends approval.
- f) **Agenda:** Approval of agenda as submitted or amended.

### B. OLD BUSINESS

### C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS

*The public is free to comment on items not listed on the agenda. Please address comments to the City Council as a body and be mindful of others who may also wish to speak by limiting comments to 3 minutes.*

## D. NEW BUSINESS

1. **Councilmember Reports:** Councilmembers will report on the boards and commissions that they serve on.

Recommendation: Informational item.

2. **Administrators Update:** City Administrator Brandon Anderson will present an update on what is happening within the City organization.

Recommendation: Informational item.

3. **CVB/Community Coordinator Report:** Community Coordinator Christina Hayes will present her monthly report.

Recommendation: Information item.

4. **Commission on Aging:** Brenda Lebbin would like to present an update on the Commission on Aging to the Governing Body.

Recommendation: Informational item.

5. **Abatements:** Assistant City Administrator Logan Burns will present abatements.

Recommendation: Take action on abatements.

6. **Unsafe & Dangerous Structure – 750 Jefferson Street:** An investigation was conducted from public right-of-way on the structure. The building official's letter referencing the deficiencies is attached for your reference. Deficiencies include the roof being open, damage to CMU block at openings and broken windows/overhead doors. This resolution sets a public hearing date of January 15, 2024 at 6:30 PM at the City Council Chambers. Assistant City Administrator Logan Burns will report.

Recommendation: Motion to approve Resolution 112023-, setting the public hearing for an unsafe & dangerous structure at 750 Jefferson Street.

7. **Unsafe & Dangerous Structure – 1622 19<sup>th</sup> Street:** An investigation was conducted from public right-of-way on the accessory structure. The building inspector's letter referencing the deficiencies is attached for your reference. Deficiencies include overhead door damage and roof structure exposure from missing sheathing. This resolution sets a public hearing date of January 15, 2024 at 6:30 PM at the City Council Chambers. Assistant City Administrator Logan Burns will report.

Recommendation: Motion to approve Resolution 112023-, setting the public hearing for an unsafe & dangerous structure at 1622 19<sup>th</sup> Street.

8. **Unsafe & Dangerous Structure – 2421 12<sup>th</sup> Street:** An investigation was conducted from public right-of-way on the accessory structure. The building inspector's letter referencing the deficiencies is attached for your reference. Deficiencies include leaning walls due to braced wall conditions, deteriorating materials, and roof exposure. This resolution sets a public hearing date of January 15, 2024 at 6:30 PM at the City Council Chambers. Assistant City Administrator Logan Burns will report.

Recommendation: Motion to approve Resolution 112023-, setting the public hearing for an unsafe & dangerous structure at 2421 12<sup>th</sup> Street.

9. **Vet's Park Lighting:** As part of the quality-of-life sales tax initiative, one of the projects on the CIP was for lighting around the walking path of Vet's Park of close to one-mile. We have since looked into the requirements for walking paths and lighting that would accomplish the goal. We have compiled information that includes trenching, conduit, light-pole bases, lights, wiring, and equipment associated with the control of the lighting from various vendors in the amount of \$66,060.00. Careful thought has been given to the placement of these lights as we are aware of the housing that is to the north of the park. Some city staff will be helping with the project to reduce costs that would include gluing pipe and pulling wire. I would ask for some additional costs to complete the project that include glue and miscellaneous parts & equipment that would not exceed \$4,000. Assistant City Administrator Logan Burns will report.

Recommendation: Motion to approve the Vets Lighting project for \$66,060 from various vendors and additional parts and equipment that would not exceed \$4,000.00.

10. **HGAC Membership:** HGACBuy is a 3<sup>rd</sup> party broker that has negotiated contracts with multiple companies using the number of members to leverage buying power. Using HGACBuy would allow for one point of contact to send and receive bids. We would still be able to receive bids from vendors who are not associated with HGACBuy. There is no out of pocket cost to join the partnership, any fees are negotiated between the vendor and HGACBuy. Fire Chief Brent Smith will report.

Recommendation: Motion to approve joining HGACBuy which should allow us to take advantage of better buying power.

11. **Vet Services Contract 2024:** It was brought to our attention that we have been approving a contract with our current vet for the last couple of years. When presented to Logan and I, we felt this is something that should be approved by council and should also be vetted through our procurement policy. After review of the procurement and bidding procedure because this is a specialized vet area

and our current vet has been doing this work and is properly listed on USDA records, it could be considered as a specialized service. I also reached out to another local vet and he said there may be some extra credentials needed but that his vets could handle the work. The one concern he voiced is that our Vet/Client (Animal) relationship was important to consider during this decision as well. To ensure we do not have a lapse in coverage and do what is in the best interest of the animals, I present to you this revamped Vet Contract for the next year. After approval, I think it is important that we discuss future plans with the current vet and if he does intend to retire then we discuss a more gradual transfer of care than an immediate change that could come with a bidding procedure. Dr. Malone works well with current staff and has done great work for the City and at times has exceeded expectations. City Administrator Brandon Anderson will report.

Recommendation: Motion to approve the 1-year contract agreement for vet services at the zoo with Dr. Malone.

**12. Executive Session:** An executive session has been requested to discuss information deemed privileged in the attorney-client relation. The executive session shall include the Governing Body, the City Administrator, the Interim City Administrator, and the City Attorney.

Recommendation: A motion to recess into executive session for a period of \_\_\_\_ minutes to seek legal advice for pending legal matters pursuant to K.S.A. 75-4319(b)(2), consultation with an attorney for the body which would be deemed privileged in the attorney-client relationship. The regular meeting will resume at \_\_\_\_:\_\_\_\_.

## **ADJOURNMENT**

## **WORKSESSION AGENDA 11/20/2023**

### **1. Zarah Apartments**