

GREAT BEND CITY COUNCIL MEETING

December 16, 2024

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:

- | | |
|---|--|
| <input type="checkbox"/> Mayor Cody Schmidt | <input type="checkbox"/> Councilmember Cory Urban |
| <input type="checkbox"/> Councilmember Kevyn Soupiset | <input type="checkbox"/> Councilmember Lindsey Krom-Craven |
| <input type="checkbox"/> Councilmember Rickee Maddox | <input type="checkbox"/> Councilmember Tina Mingenback |
| <input type="checkbox"/> Councilmember Alan Moeder | <input type="checkbox"/> Councilmember Davis Jimenez |
| <input type="checkbox"/> Councilmember Jolene Biggs | <input type="checkbox"/> Attorney Allen Glendenning |
| <input type="checkbox"/> Administrator Logan Burns | <input type="checkbox"/> Clerk/Finance Director Shawna Schafer |
| <input type="checkbox"/> Assistant Administrator VACANT | |

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on December 16, 2024.
- b) **Claim's Warrant Register 12-16-24:** Covering 2024 bills to date.
- c) **Payroll Register P/R 12-13-24:** Covering payroll ending December 7, 2024, in the amount of \$433,594.83.
- d) **Appointments:** Mayor Schmidt will make appointments as appropriate.
- e) **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 wish to speak by abiding by the 3-minute limit. If a large group is present for the same topic, the mayor, in his discretion, may ask that you elect 1 spokesperson, and he could allow a longer time for that individual to speak.

D. NEW BUSINESS

- 1. Solar Regulations:** On September 30, 2024, the Great Bend Planning Commission held a public hearing to consider proposed solar regulations within the 3-mile zoning jurisdiction of Great Bend allowed in certain districts. This was sent to the City Council on October 21st, and it was determined at that time to further look at setbacks and some language within the regulations and was ultimately sent back to the Planning Commission at that meeting. The Great Bend Planning Commission had a public hearing on November 25th and approved language for liability insurance of not less than two million dollars per occurrence or as determined by the size of the project and approved by the Great Bend Planning Commission/City Council. The Planning Commission also recommended setbacks matching the county setbacks with the solar panels/array and appurtenant structures shall be located a minimum of 1,000-feet from the property line of a tract with a residence located on the tract, unless a lesser setback is agreed to by the owner of the property and approved by the Great Bend City Council. The Council is now free to adopt or amend as it sees fit and requires 5 votes for adoption of ordinance 4451. Notice of the public hearing on the amendment to the zoning regulations was published in the Great Bend Tribune on November 5. A public hearing was held on November 25, 2024, before the planning commission. The Planning Commission voted 4-2 to recommend approval to the City Council. City Administrator Logan Burns will report.

Recommendation: Motion to adopt Ordinance 4451, regulating solar energy conversion systems.

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

Recommendation: Informational item.

- 3. Administrators Update:** City Administrator Logan Burns will present an update on what is happening within the City organization.

Recommendation: Informational item.

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

Recommendation: Informational item.

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

Recommendation: Take action on abatements.

6. **Kleen Smart Cleaning Contract:** Upon the opening of the Justice Center, the City began a one (1) year contract with Mayra Kurtz d/b/a/ Kleen Smart for custodial services at the Justice Center. The services are provided Monday through Friday of each week, excluding Legal Holidays observed by the City. The initial agreement was for one year, and there was no escalator clause language included. Kleen Smart is offering to renew the contract for 2025, at the same rate. The funds for this request are currently budgeted. Police Chief Steve Haulmark will report.

Recommendation: Motion to approve the 1-year contract for cleaning services at the Justice Center with Kleen Smart.

7. **Veterinary Services Contract 2025:** Dr. Malone and Dr. Corbett have been the zoo veterinarians for several decades and have a specialized skill set for the exotic animals we house. The veterinarians and zoo staff have an extremely close working relationship, and the veterinarians have a thorough knowledge of our individual animals and their needs. This is a highly specialized service, and though other veterinarians could likely handle the work, the relationships and trust with staff and animals cannot be easily replaced, nor the wealth of knowledge obtained over the years. Zoo Supervisor Ashley Burdick will report.

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

8. **Veterinary X-ray Upgrade:** We currently have an x-ray machine, however, we don't have a way to read x-rays and rely on the machine that Dr. Malone has at his clinic. At this time x-rays are performed and then must be taken to the clinic to read. In certain situations, time is a factor, when we have animals sedated or potentially suffering (generally rehab birds). This upgrade would utilize our current x-ray device and would provide a mobile cassette that could be connected to a laptop or PC and x-ray images may be reviewed immediately. We also won't have a system for x-rays when Dr. Malone eventually retires, another veterinarian or clinic's device may not be compatible with what we have. We have funds available in capital outlay that we have transferred over the last 2 years of \$40,000 and this would only utilize a little over half the amount. A new unit would be upwards of \$50,000. This company is providing a \$7,000 discount for end-of-year purchase and falls under the sole source purchase guidelines that this is compatible with what we have in use currently, the item is being offered for a limited-time discount and this is a specialized item. Zoo Supervisor Ashley Burdick report.

Recommendation: Motion to approve the purchase of the wireless digital x-ray system from IWW Digital that is compatible with our current x-ray device for \$25,845.

9. **Pavement Management Plan:** The City of Great Bend has asked for a contract from JEO Consulting Group, Inc. to develop a comprehensive Pavement Management Plan for the City's 150 centerline miles of streets. This project will assess current pavement conditions, create a pavement inventory leveraging

GIS data and historical records, and prioritize repair and rehabilitation efforts through data-driven recommendations. Utilizing the Michelin Mobility Intelligence system for pavement analysis, the Consultant will deliver a 10-year Capital Improvement Plan (CIP) with detailed strategies for street maintenance, rehabilitation, and long-term budget planning. The plan will provide actionable recommendations for pavement design and maintenance standards, potential software solutions, and life-cycle cost analysis for various treatments. Deliverables include a condition assessment, standards review, alternative funding scenarios, and a final CIP report with maps and project priorities. This initiative ensures sustainable infrastructure management to meet the City's future needs while optimizing financial resources. The total project cost is \$65,100, with completion anticipated within four months of notice to proceed. The funds will come from the Quarter Cent Sales Tax. Public Works Director Jason Cauley will report.

Recommendation: Motion to approve the contract with JEO for the Pavement Management Plan for \$65,100.00.

- 10. 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, 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 ___:___p.m.

- 11. Executive Session:** An executive session has been requested to discuss personnel matters concerning non-elected personnel.

Recommendation: Motion to recess to executive session for a period of ___ minutes to discuss personnel matters concerning non-elected personnel under K.S.A 75-4319(b)(1). The regular meeting will resume at ___:___p.m.

ADJOURNMENT