

City of Great Bend  
October 1, 2018

## REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Joe Andrasek called the meeting to order at 6:30 p.m. with the following present: Councilmembers Andrew Erb, Cory Zimmerman, Jolene Biggs, Joel Jackson, Cory Urban, Dan Heath and Brock McPherson. Absent was Vicki Berryman. Also in attendance were City Administrator Kendal Francis, City Attorney Robert Suelter and City Clerk Shawna Schafer.

### A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Regular Session held on September 17, 2018.
- b) **Claim's Warrant Register #10-1-18:** Covering 2018 bills to date in the amount of 572,364.40.
- c) **Payroll Register P/R 9-28-18:** Covering payroll ending September 22, 2018 in the amount of \$383,932.68.
- d) **Appointments:** Mayor Andrasek appointed Pamla Lewis to the Golden Belt Humane Society Board. Mayor Andrasek also appointed a committee to discuss the feasibility of turf at the sports complex. He appointed the following individuals:
  - Councilmembers Jolene Biggs and Cory Urban
  - City Administrator Kendal Francis
  - Public Lands Director Scott Keeler
  - USD 428 Superintendent Khris Thexton
  - USD 428 Maintenance Cody Schmidt
  - Public Citizen Shawn Behr
- e) **Door-to-Door License:** IG Construction out of Lexington, MO with the responsible person Chris Huffman has applied for a Door-to-Door License. Application has been received along with payment and copy of the insurance.
- f) **Tree Trimmers License:** IG Construction out of Lexington, MO with the responsible person Chris Huffman has applied for a Tree Trimmers License. Application has been received along with payment and copy of the insurance.
- g) **Agenda:** Mayor Andrasek amended the agenda to add to the consent agenda the approval to elect Kendal Francis as voting delegate #1 to represent the City of Great Bend at the League of Kansas Municipalities 2018 Annual Conference.

Mayor Andrasek also amended the agenda to add under new business #5 the proposal for the 8<sup>th</sup> Street paving construction inspection.

Mr. Urban made a motion to approve the consent agenda as amended. The motion was seconded by Mr. Erb and passed with all voting in favor.

**B. OLD BUSINESS:** There was no old business.

**C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS:** There was no visitors or announcements.

**D. NEW BUSINESS**

**1. Councilmember Reports:** There were no councilmember reports.

**2. Administrators Update:** City Administrator Kendal Francis distributed his report regarding activities of various City departments. A discussion of the electronic agendas was discussed amongst council and City staff. It was decided that staff will send the full agenda (with attachments) electronically to council and will provide them a hard copy the night of the meeting. Mr. McPherson would still like a hard copy of the full agenda the week before the meeting.

**3. Economic Development Report:** Chamber President/CEO Jan Peters presented her monthly report.

**4. Abatement Requests:** Property Maintenance Enforcement Manager Austin LaViolette presented the following abatements to the Governing Body:

- a. **401 Almond:** Trash and refuse including, but not limited to; plastic containers, wood materials, household garbage/trash, and other general refuse located at 401 Almond constituting an unlawful accumulation. This real estate is subject of Resolution Number 100118-A.
- b. **918 9<sup>th</sup>:** Trash and refuse including, but not limited to; furniture, rugs/carpeting, plastic containers, metals, fencing materials, bags of household trash/garbage and other general refuse located at 918 9<sup>th</sup> constituting an unlawful accumulation. This real estate is subject of Resolution Number 100118-B.
- c. **2212 28<sup>th</sup>:** Trash and refuse including, but not limited to; constructions debris, tires, plastic containers, mattress, couch and other general trash at 2212 28<sup>th</sup> constituting an unlawful accumulation. This real estate is subject of Resolution Number 100118-C.
- d. **1036 Jefferson:** A blue PT Cruiser on the property that is not displaying current registration and/or is not in operable condition on real estate 1036 Jefferson constituting a motor vehicle nuisance. This real estate is the subject of Resolution Number 100118-D.
- e. **1036 Jefferson:** Trash and refuse including, but not limited to; wood pallets, tires, plastic containers, household trash/garbage, television, mattresses, furniture and other general refuse located at 1036 Jefferson constituting an unlawful accumulation. This real estate is subject of Resolution Number 100118-E.

Mr. Erb made a motion to adopt Resolution Numbers 100118A-E. Mr. Zimmerman seconded this motion and passed with all voting in favor.

**5. 8<sup>th</sup> Street Paving Construction Inspection Bid:** City Administrator Kendal Francis presented that the City has historically utilized its Engineering Tech to perform construction inspection jobs. As a result, when the 8<sup>th</sup> Street project was developed and let for bids, no plan was included for inspections. However, our Engineering Tech subsequently resigned from the position. By that time, PEC did not have personnel available for the duration of the project. The engineer's estimate for inspection is \$64,000, which is based on 15% of construction estimates. We solicited bids from 3 qualified firms; EBH, Earles Engineering & Kirkham-Michaels. Two bids were received. EBH did not have adequate staffing. Kirkham-Michaels was the low bid at \$38,225.28. Mr. Urban made a motion to approve the low bid of \$38,225.28 from Kirkham-Michaels for the inspection of 8<sup>th</sup> Street. Mr. Jackson seconded this motion and passed with all voting in favor.

**ADJOURNMENT:** Mr. Heath made a motion that the meeting be adjourned. Mr. McPherson seconded this motion and passed with all voting in favor. The meeting was adjourned at 7:17pm.