

Atwood City Council
June 16, 2016
Regular Meeting
City Hall, 7:00 PM

Atwood City Council met in **regular session** June 16, 2016 at City Hall. The meeting was called to order by the Honorable Mayor Tim Colgan at 7:00 PM. Others present were Councilmembers Gary Fisher, Dietrich Kastens, Sandy Mulligan; City Clerk Keri Riener; City Attorney Charles Peckham; Chief of Police Brian Withington; City Superintendent Rick Kramer; Rosalie Ross of the Rawlins County Square Deal. Councilmen Mark Mosley and Mark Vrbas were absent.

The **Agenda** was approved as circulated on motion of Councilman Gary Fisher, seconded by Councilman Dietrich Kastens, approved by all.

The **Minutes** of the regular meeting on May 19, 2016 were approved as circulated on motion of Councilman Kastens, seconded by Councilwoman Sandy Mulligan, approved by all.

The **Bills** were approved as read on motion of Councilwoman Mulligan, seconded by Councilman Kastens, approved by all.

Public Comments: none.

Appearances:

Diana Tongish appeared before Council representing Atwood Chamber of Commerce. The Chamber is sponsoring Whoopie Day at the Atwood Lake on August 27th, with activities in the afternoon and evening. The Chamber of Commerce uses money that has been designated for this specific event to pay expenses. She requested the closing of Creighton Memorial Drive from Highway 25 to the west side of 4th Street for events from 2 pm to 4 pm and approval of a temporary beer license for a beer garden to be located at the basketball court from 8 pm to midnight. It will be staffed to check IDs and properly fenced and secured. Beer garden proceeds will finance the repair of the downtown sound system speakers. Councilman Kastens moved to **approve closing Creighton Memorial Drive from Highway 25 to the west side of 4th Street from 2 pm to 4 pm on August 27th for Whoopie Day activities**, seconded by Councilman Fisher, approved by all. Councilman Kastens then moved to **approve a temporary beer license to Diana Tongish for a beer garden at the lake basketball court from 8 pm until midnight for Whoopie Day**, seconded by Councilman Fisher, approved by all. A temporary beer license will need to be obtained from the City Clerk.

Tyson Bardsley with Miller & Associates presented bills for the sewer project: **Contractor's Application for Payment #2 for Midland's Contracting, Inc. for the amount of \$127,867.50 and Contractor's Application for Payment #1 for BSB Construction, Inc. in the amount of \$155,382.80 and Miller & Associate's Invoice #16-0374 for the amount of \$6,906.95.** Midland's Contracting, Inc. Pay Application #2 was for work completed by Midlands Contracting through June 10, 2016 for the amount of \$127,867.50. Work completed includes the lining of twelve sections of pipe to date as well as system point repairs. Councilwoman Mulligan moved to **pay Midland's Contracting, Inc. the total due of \$127,867.50 in Pay Application #2**, Councilman Kastens seconded, approved by all. Pay Application #1 was for work completed by BSB Construction, Inc. through June 13, 2016 for the amount of \$155,382.80. This includes installing 8" and 10" sewer mains, four manholes and work on Logan, Sherman and 10th Streets. Councilman Fisher moved to **pay BSB Construction, Inc. the total due of \$155,382.80 in Pay Application #1**, Councilwoman Mulligan seconded, approved by all. Miller & Associates Invoice #16-0374

for \$6,906.95 covers professional services preparing contract documents, letters and meetings as well as coordinating with USDA-RD, for the month of April 2016, outlined in the Engineering Service Agreement. Councilman Kastens moved to **pay Miller & Associates Invoice #16-0374 for the amount of \$6,906.95**, seconded by Councilwoman Mulligan, approved by all. The invoice and pay applications will be reviewed by David Barber of USDA for approval before being paid by the city clerk.

Tyson had samples of the sewer lining material and explained the installation process. Water service is being shut off while the lining process happens to avoid loss of time and effectiveness. It takes longer for the lining material to cure if it comes in contact with water. After the lining process is complete the individual sewer lines are being drilled out to allow them to drain into the main sewer line. If water has been used, it rushes in on the robotic cameras that are inspecting the lines. This creates a situation that requires the cameras to be taken out of the pipes, cleaned and returned to complete the inspection.

Old Business: none.

New Business:

Council discussed the water conservation plan and the rate changes reflecting the new dates and codification fee schedule providing the billing structure. Councilwoman Mulligan moved to **approve the 2016 Water Conservation Plan including rate and date revisions on page three of the plan and the accompanying fee schedule**, seconded by Councilman Kastens, approved by all. Mayor Tim Colgan and City Superintendent Rick Kramer signed the plan.

Ordinance #862 concerned a \$2.50 increase in court costs for violations of Ordinance #609 concerning control of dogs in the city, standard traffic ordinances and uniform public offense codes which are classified as misdemeanors as well as all other violations of city ordinances. Councilman Kastens moved to **approve Ordinance #862**, seconded by Councilwoman Mulligan, approved by all. The updated court cost will go into effect July 1, 2016 after its publication in the official city newspaper.

City Mayor Tim Colgan received calls regarding a newspaper notice of someone planning to install a 122' antenna in city limits. City Attorney Charles Peckham researched the situation and after speaking to Midwest Energy representatives, found an existing antenna outside of town will be used and only a small round dish will be installed on the Midwest Energy Roof. Therefore no action is necessary at this time. However, zoning regulations may be necessary on this topic if this becomes an issue in the future.

Chris Sramek represented Rawlins County Economic Development Board to discuss changes in structure for Greason Industrial Park. He reviewed the history of the board and City Attorney Charles Peckham explained the future of the partnership with the city. After speaking to Brien Stockman, attorney for the Hansen Foundation, some changes will enhance the grant application for Greason Industrial Park. The legal title for Greason Industrial Park will be made to the City of Atwood. The City of Atwood will submit the grant application after it is completed by the Rawlins County Economic Development Board. The City will compile the documentation of amounts invested in the sewer project at Greason Industrial Park, which will be the city's matched "in-kind" funding for the grant. The auditor was contacted and had no issue with these changes. Chris Sramek added that the application for the Hansen Grant is for the Housing Development Project. The Rawlins County Economic Development Board manages the Industrial Park and loan process. Rawlins County Development Company, Inc. is the current legal owner of the land. There are eight units (lots) available for future development for residential needs. Rawlins County Development Company, Inc. will deed the lots to the city. The city will then deed lots to the developer or new owner. The Economic Development Board handles these processes and there is no fee. The Board requests the

City to sign as the applicant for the grant. Rawlins County Economic Development Board will have the funds and pay the invoices for the project. Councilman Kastens moved for the City of Atwood to assume legal title of Greason Industrial Park and to submit the application for the Hansen Grant, designating Rawlins County Economic Development, Inc. as the agent for the City for the development of the property. Councilman Fisher seconded, approved by all. The City Attorney will deliver a deed to Barney Horton to sign this week.

The **Budget Workshop** will take place on Tuesday, June 28th at 5:30 pm at City Hall. Food and drinks will be provided.

Department Reports:

City Clerk Keri Riener reviewed her experience at the IIMC Conference in Omaha, NE. The contacts made with other clerks will be helpful for networking in future city projects. She also learned from a vast array of speakers on topics that were interesting and informative: technology, time management, leadership skills, human resource topics, emergency situations and first hand tornado experiences. Mapes & Miller CPA, Travis Vrbas was at city hall last week to conduct the 2015 audit for the city. It is highly likely that a single audit of the sewer project will be required for 2016. Keri volunteered as CCMFOA Region 1 Co-chair with the City Clerk from Stockton. They will be organizing a Region 1 meeting in Hays in August.

City Attorney Charles Peckham presented his handout to Council. He sent out letters concerning bad checks, discussed tickets and payments with defendants on various cases. City Attorney Charles Peckham noted that the demolition of the Persinger Building is tentatively set for late July or early August to accommodate wheat harvest traffic on State Street. Reporting for the theater board, the theater manager is looking into the possibility of a projector rental or lease program. The last projector part that was replaced cost about \$1500, so alternatives are being researched as possibilities if the projector quits functioning. The bike rack has been ordered and the city crew will install it upon arrival. Charles requested police coverage of the County Challenge Race and Lake Atwood Days Bike Race on July 4th as well as the Lake Atwood 10 Mile Race on July 17th.

Police Chief Brian Withington presented his report. His department worked 18 reports from May 19, 2016 to June 16, 2016. There were 9 arrests made, 14 warnings given and 11 tickets issued. Other patrol activity included 458 public relations, 25 business checks and 92 miscellaneous complaints. Police candidates are being interviewed for the open positions in the city police force.

City Superintendent Rick Kramer presented his report showing the areas where the city crew has spent their time since the last meeting. The water report indicates the amount of water pumped and sold for the month. The sewer project crew is still using water, so that is inflating the report at this time. The majority of the city crew time has been spent mowing and maintaining the water wells this month. The mosquito fogger was serviced and it was mentioned that the model owned by the city is out of production and will no longer have parts available. This fogger is in great shape, well maintained and only used a few times a year, so its useful life is projected at 4+ years. A new mosquito fogger is estimated at \$15,000; the city clerk will note this for future budget calculation. City crew employee, Jarett Finley resigned from his position this month. High school student, Will Ginther will be mowing and weed-eating at the park for the summer season.

Council Reports:

Councilman Gary Fisher had nothing to report for the Housing Authority. The Tree Board is working to keep everything watered and trimmed.

Councilman Dietrich Kastens reported that the Fire Department will hold a meeting next week. The pool board had a meeting and manager Jen Melia stated there has been great attendance at the pool so far this year, with over 100 swimmers daily. Parents are enjoying the healthy snack option that is being offered in the park from 2:45 pm to 3:45 pm as part of the summer meal program called Kansas Kids Table. Jen Melia has informed the board that this will be her last year as the pool manager. They are hoping she will reconsider, but have appreciated all the time and attention she has given the pool. The tentative closing date for the pool this year is August 21st, but that is not yet set. The need for a WSI lifeguard training instructor was discussed.

Councilman Mark Mosley was absent.

Councilwoman Sandy Mulligan shared that Emily Green will join Rawlins County Economic Development Board to take on some of the duties with Network Kansas as they fall under her scope as Community Development Extension Agent.

Councilman Mark Vrbas was absent.

Mayors Notes:

Mayor Colgan met with the City Attorney to discuss the Persinger Building demolition and signed letters that were sent to property owners in the area with the project timeline. Three police interviews were held on Tuesday, with one candidate left to interview next week. The city is considering building three full-time police officers into the 2017 budget instead of two full-time and one part-time officer. The mayor met with Jarett Finley for an exit interview to discuss his experience with the city.

While working on the 2017 budget, the City Clerk consulted the city's bond attorney, Gilmore & Bell, P.C. concerning the temporary sewer note and its maturity date of September 2017. They are now working with David Barber from USDA to prepare the Series 2016 Bond Issue. They will contact the city clerk when that is completed.

With no further business to come before Council, Councilman Kastens moved to adjourn, seconded by Councilwoman Mulligan. The **meeting adjourned at 8:45 PM.**

Keri Riener, City Clerk

Tim Colgan, Mayor