

MONDAY

MARCH 16, 2020

The Governing Body of the City of Pratt met in Regular Session in the Commission Room located at City Hall

PRESENT:	Gary Schmidt	Mayor
	Doug Meyer	Commissioner
	Don Peters	Commissioner
	Jason Leslie	Commissioner
	Zach Deeds	Commissioner

ALSO PRESENT:	Bruce Pinkall	City Manager
	LuAnn Kramer	City Clerk
	Regina Probst	City Attorney
	Diana Garten	Finance Director
	Nate Humble	Chief of Police
	Russell Rambat	Public Works Director
	Brad Blankenship	Building Inspector

**CALL TO ORDER:**

The regular meeting was called to order by Mayor Schmidt. The Mayor instructed the City Clerk to note that all Commissioners were present.

Mayor Schmidt reminded the audience that this meeting may be taped and/or recorded.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Mayor Schmidt led the audience and staff in the invocation and the Pledge of Allegiance.

**MINUTES:**

- March 02, 2020 Regular Commission Meeting

Commissioner Deeds made a motion to approve the minutes of the March 02, 2020 regular meeting. The motion was seconded by Commissioner Leslie and carried unanimously.

**BUSINESS:**

**CONSIDERATION AND APPROVAL OF CONTRACT FOR ENGINEERING SERVICES FOR COMPREHENSIVE PLAN:**

Building Inspector Blankenship stated that he had planned for a new Comprehensive Plan for the last couple of years and this contract with EBH was part of that. EBH Engineer Alan Luttrell stated that this was a standard engineering contract and the cost was usually in the \$18,000 to \$20,000 range. City Attorney Probst asked if Mr. Luttrell could get her copies of the percentage schedule as mentioned in Section 2.3. Mr. Luttrell stated that he would get her a copy of that. Ms. Probst clarified that EBH would be compensated on a hourly basis for services under Section 1.1 and any additional services was under Section 1.2. Mr. Luttrell stated that they would have to come back here to get a

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contract amendment if something were to change. With no further discussion, Commissioner Leslie made a motion to approve the Contract for Engineering Services for a Comprehensive Plan with EBH Engineering. The motion was seconded by Commissioner Peters and carried unanimously.

**CONSIDERATION AND APPROVAL OF ORDINANCES RELATING TO AMENDMENTS IN PREPARATION FOR THE GLOBAL FEE ORDINANCE:**

City Attorney Probst stated that these ordinances were amending the specific dollar amounts for generic language in preparation for the global fee ordinance.

With no discussion, the following Ordinances were presented to the Commission for their approval: **ORDINANCE 2020-AN ORDINANCE AMENDING SECTION 12.08.030 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING PERMIT ISSUANCE AND FEES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2021 - AN ORDINANCE AMENDING SECTION 13.04.010 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING SERVICE CONNECTIONS DEPOSIT AND FEES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2022 - AN ORDINANCE AMENDING SECTION 13.04.040 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING METER FOR TEMPORARY USE WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2023 - AN ORDINANCE AMENDING SECTION 13.04.180 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING DISCONNECT AND RECONNECT FEES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2024-AN ORDINANCE AMENDING SECTION 13.08.080 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING VIOLATIONS, DISCONNECTIONS, AND PENALTIES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2025 - AN ORDINANCE AMENDING SECTION 13.20.030 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING APPLICATION FOR ELECTRIC SERVICE - DEPOSIT AND FEES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2026 - AN ORDINANCE AMENDING SECTION 13.20.110 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING ADMINISTRATIVE IMPACT FEES WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2027 - AN ORDINANCE AMENDING SECTION 13.20.200 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING USAGE FEES FOR UTILITY POLE LIGHTS WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; ORDINANCE 2028 - AN ORDINANCE AMENDING SECTION 13.28.030 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING FEES FOR THE STORM WATER DRAINAGE FUND WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH; and ORDINANCE 2029 - AN ORDINANCE AMENDING SECTION 15.08.00 OF THE MUNICIPAL CODE OF THE CITY OF PRATT REGARDING PERMITS FOR INSTALLATION OF ELECTRICAL WIRING, DEVICES, OR MATERIAL WITHIN THE CITY OF PRATT, KANSAS, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH.** Commissioner Meyer made a motion to approve Ordinance 2020, - Permit Issuance & Fees; Ordinance 2021 - Service Connections Deposit & Fees; Ordinance 2022 - Meter for Temporary Use; Ordinance 2023 - Disconnect & Reconnect Fees; Ordinance 2024 - Violations, Disconnections & Penalties; Ordinance 2025 - Electrical Service - Deposit and Fees; Ordinance 2026

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- Administrative Impact Fees; Ordinance 2027 - Usage Fees for Utility Pole Lights; Ordinance 2028 - Fees for Storm Water Drainage Fund and Ordinance 2029 - Permits for Installation of Electrical Wiring, Devices and Materials. The motion was seconded by Commissioner Leslie and carried unanimously.

**OPEN AGENDA:**

No one in the audience wished to address the Commission.

**REPORTS:**

**City Manager:**

- **COVID-19:**

City Manager Pinkall stated that COVID-19 had kept everyone busy, but it was progressing smoothly. Mr. Pinkall commented that he had had staff meetings to keep them informed. Mr. Pinkall stated that he asked that all questions come to him so that we had one voice. Mr. Pinkall informed the Commission that there would be links on our web page to the CDC and KDHE and they would be in English and Spanish. Mr. Pinkall stated that Public Works Director Rambat was concerned with the effect this could have on the sewer system and wastewater treatment plant due to Kleenexes, paper towels, wipes and other products being flushed and ending up in the collection system.

Mr. Pinkall stated that the Recreation offices had been reviewing the schedules at the Community Center and the Municipal Building to make sure that everyone knew of the fifty-person capacity limit. Mr. Pinkall commented that several had already called and canceled, such as Ninnescah Rural Electric and the Pilot Club. Mr. Pinkall stated that recreation sports would impact the school's schedule.

Mr. Pinkall stated that the Commission meetings might have to be done remotely for the safety of everybody and the KOMA regulations would be reviewed. Mr. Pinkall commented that he had talked to the staff about how to manage their department if they were down employees due to this illness. Mr. Pinkall stated that we would be promoting customers to paying online, over the phone, putting it in the drop box or mailing it. Mr. Pinkall stated that there were about 50% of customers that were paying online or through the phone system, so the process was going well. Mr. Pinkall informed the Commission that there was a moratorium on water and electric disconnections for now. Commissioner Peters asked if there was a future date where we would go back to normal. City Attorney Probst stated that it was tentatively set for April 15<sup>th</sup>. Mr. Pinkall stated that that would be a big challenge internally to keep bills paid by the customers.

Mr. Pinkall stated that there was plenty of the basic cleaning supplies such as paper towels and hand sanitizer and there was also plenty of toilet paper. Commissioner Leslie asked how many times the counter was being wiped down. Mr. Pinkall stated that it was several times a day and the bathrooms were being cleaned often for the employees' safety. Mr. Pinkall commented that there were other things going on; however, COVID-19 was the main focus until we could move forward.

- **Employee shortages:**

Commissioner Peters asked about the employee shortages. Mr. Pinkall stated that several departments had coordinated and had conducted seven interviews together and they had hired four of the seven with each department getting a new employee.

- **Solar Farm:**

Commissioner Peters asked about the landscape at the solar farm. City Attorney Probst stated that there were some preliminary agreements made where Inovateus would cover the costs inside the solar farm and either the City or County would cover the cost of the ditch. Ms. Probst added that it was a fair division of the costs. Mr. Pinkall stated that he had taken Younie Lawnsapes all over the farm and some places would be difficult to fix; however, they were going to over seed with buffalo erosion material. Mr. Pinkall commented that the east side looked pretty good, but the west and north sides were the worst.

- **Soccer field parking:**

Commissioner Peters questioned how the soccer field parking was holding up. Mr. Pinkall stated that it was holding up better. Mr. Pinkall explained that the college had some old power poles from the linemen program and those could be place d out there to stop people from spinning out in there. Mayor Schmidt stated that he had driven on it and it was much more so lid.

- **Rec staff:**

Commissioner Peters asked how things were going with the recreation staff. Mr. Pinkall stated that it was going well. Mr. Pinkall commented that they would be adding T rack and Soccer Complex maintenance, so they hired someone there, which was a current employee that had been interested. Mr. Pinkall explained that that made his position available for a fire truck driver, which was hired during the interviews the other day. Mr. Pinkall added that this would help with overtime and working double shifts.

**City Attorney:**

- **Interview training:**

City Attorney Probst stated that she had done a training with the department heads that participate in hiring. Ms. Probst commented that they would do another one sometime.

- **COVID-19:**

Ms. Probst stated that she had spent a lot of time reviewing information coming out of the CDC, KDHE and LKM. Ms. Probst added that she was also keeping in contact with Mr. Pinkall.

**Public Works:**

- **Employees:**

Public Works Director Rambat stated that he had gained a couple of employees at the street department. Mr. Rambat commented that he had visited with Mr. Pinkall about sending an employee or employees home to be isolate d in case we needed to cover for someone who gets sick. Mr. Pinkall added that the park department and the street department were already short on employees, so we needed some type of back- up plan.

**Inspection Department:**

- **ED meeting:**

Building Inspector Blankenship stated that there had been an ED Board meeting last Thursday and one of the topics was the Ridge Investment Group by Dollar Tree. Mr. Blankenship commented that they had come to the ED Board requesting money for boring on Dale Road. Mr. Blankenship stated that there would be a 4" fire line and a 2" domestic line. Mr. Blankenship commented that they got that money and were ready to pull the trigger on it. Commissioner Meyer asked if they would have to have a lift station out there. Mr. Blankenship stated that they would not. Mr. Blankenship commented that there would have to be a 40" to 48" rise on the pad, which was a little more than the Dollar Tree.

- **Lemon Park Bathroom:**

Mr. Blankenship stated that the bathroom in Lemon Park was open, but not being used right now with softball and Skyline boy's baseball being suspended.

- **KFC:**

Commissioner Peters asked if we had pushed back on the KFC building even though they had met all the minimum requirements. Mr. Blankenship stated that they met the requirements. Mr. Blankenship commented that he had visited with the son and they did not want to sell because they wanted a drive-in restaurant there. Mr. Blankenship informed the Commission that he could not just tear down stuff and this property was not to the point that it was unsafe or dangerous. City Attorney Probst stated that we were limited to eminent domain.

**Police Department:**

- **Academy:**

Police Chief Humble stated that academy classes had been canceled for three weeks. Chief Humble commented that an officer could not work while attending the academy; however, they had made an exception now. Chief Humble added that the 40-hour requirement had been extended.

- **Help during COVID-19:**

Chief Humble stated that he had talked to other Chiefs in neighboring counties about using certified law enforcement officers if we had officers out for two weeks, but some were not willing to reach out since we had already been exposed. Chief Humble commented that his department would be doing their jobs and be creative if need be.

- **Dispatch:**

Commissioner Peters asked how dispatch was getting along. Chief Humble stated that he had met with Dispatch Supervisor Stockwell and he had met with rural fire and city fire to let them know what he had put in place. Chief Humble commented that he would make sure his needs were listened to.

**Mayor and Commission:**

- **Soccer Complex and Green Sports Complex:**

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Commissioner Peters asked when the dirt work at the Soccer Complex and Green Sports Complex was going to get done. Mr. Pinkall stated that he had the design on his desk and he added that EBH had done the design.

**ADJOURN:**

Mayor Schmidt made a motion to adjourn that was seconded by Commissioner Meyer. The motion and second passed unanimously.

APPROVED BY THE MAYOR:

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GARY A. SCHMIDT, Mayor



ATTEST:

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LUANN KRAMER, City Clerk