

MONDAY

APRIL 18, 2022

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

PRESENT:	Zach Deeds	Mayor
	Don Peters	Commissioner
	Gary Schmidt	Commissioner
	Jeanette Siemens	Commissioner
	Kyle Farmer	Commissioner

ALSO PRESENT:	Bruce Pinkall	City Manager
	Regina Goff	City Attorney
	Brent Carver	Finance Director
	Nate Humble	Chief of Police
	Russell Rambat	Public Works Director
	Brad Blankenship	Building Inspector
	Jamie Huber	Dir. of Electric Utilities
	Larry Eisenhower	Recreation Director

CALL TO ORDER:

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

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

INVOCATION AND PLEDGE OF ALLEGIANCE:

Commissioner Peters led the audience and staff in the invocation and Mayor Deeds led the Pledge of Allegiance.

MINUTES:

- April 04, 2022 Regular City Commission Meeting
- April 11, 2022 Special Call Commission Meeting

Commissioner Farmer made a motion to approve the minutes of the April 04, 2022 regular City Commission meeting and the April 11, 2022 Special Call Commission meeting. The motion was seconded by Commissioner Siemens and carried unanimously.

BUSINESS:

PRESENTATION OF THE PCC ECONOMIC IMPACT AND COMMUNITY ENGAGEMENT REPORT FOR 2020/2021:

Pratt Community College Vice-President of Finance and Operations Kent Adams presented a few highlights from the PCC Economic Impact and Community Engagement Report for 2020/2021. Mr. Adams stated that the Kansas Promise Act started in the fall of 2021 from the State and was a last dollar scholarship program that would help them with their electrical program and they could also use it for their

welding, automotive, CNA and CMA programs. Mr. Adams added that they were focusing on certifications, but the students had to live in Kansas for a couple years or they had to pay it back. Mr. Adams discussed concurrent enrollment for high school students who took courses without tuition and fees and were taken care of by the State and paid back to the colleges for their various degree credits.

Mr. Adams stated that they bring \$3 million of State and Federal grants into the community every year. Mr. Adams commented that 5,175 hours were recently used for volunteer work, which was only half of what they usually do. Mr. Adams mentioned the various organizations that the college worked with and gave money to, such as the library, City and the school districts. Mr. Adams stated that thirty-two percent of expenditures were made in the local area and the college uses 7.5% allowance for local vendors on their bids and a multiplier of 4 on the formula, which he explained. Mr. Adams commented that there was a \$42.1 million total economic impact and a net economic impact of \$35.4 million.

Mr. Adams explained that the average cost of a two-year education was \$23,000 and students get a return on that based on percentage. Mr. Adams also explained that the economic return of graduates that stayed in the State of Kansas was 50% to 60%. Commissioner Peters asked about the nursing program and where it stands since it had gone up and down. Mr. Adams explained that the RN program was about 99% of the way through with being prepared and Barton County would start that program in the fall. Mr. Adams stated that they were planning to continue the LPN program on this campus.

Mayor Deeds thanked Mr. Adams for the presentation and the numbers as it relates to annual taxes. Mayor Deeds also thanked him for the track project the college contributed to and commented that the fundraising to pay off the IRBs was going well. Mr. Deeds commented that the people's willingness to help contribute had gone up. Mr. Adams explained the percentage changes in student attendance in the past couple years as it related to budget preparation.

UPDATE ON CHAMBER:

Ms. Tammy Wellbrock, Interim Chamber Director, informed the Commission that she had been in the Chamber industry for many years and she had been most recently in Hays, where she still lives. Ms. Wellbrock stated that she had been acting as the Interim Chamber President since September 2021 and that was about twenty-five to thirty hours per week and she also split her time as the interim Chamber President in Colby. Ms. Wellbrock mentioned that four of the Chamber board members were present tonight.

Ms. Wellbrock stated that the fiscal year was changing from July to June. Ms. Wellbrock explained, by name, what positions were currently held by the board members and the changes that would soon take place as it related to changes in the fiscal year. Ms. Wellbrock has had to spend her time on infrastructure work and she was focusing on strengthening the Chamber document 501c6 business entity nonprofit, which allows them to be a lobbying entity nationwide. Ms. Wellbrock explained that people could not donate and get the tax deductions and the goal had been to secure and establish the organization in preparation for someone new to come in. Ms. Wellbrock commented that a Chamber for a town of this size, would either get someone new or someone old in their career and people tend to not stay in the same Chamber in this specific career path.

Ms. Wellbrock stated that they had approved a new set of bylaws that were more realistic to the work they were doing and they needed to be presented to the membership at large soon. Ms. Wellbrock commented that they had a strategic plan, which she had handed out, and this document demonstrated the top three strategic things: Catalyst, Convener, Champion. Ms. Wellbrock stated that all Chambers ran differently; however, this document was a guiding force in our strategic plan. Ms. Wellbrock commented about things she had worked on, such as manuals, handbooks, budget, etc. and her goals were to make the

3 – April 18, 2021 (Regular Commission meeting)

Chamber stronger. Ms. Wellbrock mentioned the need for a membership database and the need to collect data and follow trends with a new software that was Chamber specific. Ms. Wellbrock stated that they had outsourced their financial bookkeeping to local CPA, Kramer and LePrad. for checks and balances. Ms. Wellbrock commented that she had already participated in a ribbon cutting for Prairie Food and Great Plains Regeneration. Ms. Wellbrock commented that she had been on Facebook for Valentine's Day and spring Facebook Live videos for retail promotion.

Ms. Wellbrock explained that she had been a part of the Travel and Tourism committee, retail committee, Ag committee, Board retreat and the Board elections were coming up. Ms. Wellbrock stated that she was confused what the \$1,500 a month from the City was for, but she had searched what the entire purpose of that fund was for and it had helped greatly. Ms. Wellbrock commented that she understood it was kind of a handshake type of financial support and membership dues and sponsorship were the major contributions to making money for the Chamber. Ms. Wellbrock stated that she had focused on a hundred fifty mile radius for destination marketing and holiday marketing for things locally, such as Lemon Park Lights. Ms. Wellbrock added that she spent a lot of time on the details of marketing. Ms. Wellbrock stated that she felt that the marketing coordination needed a depth emphasis and there was a need for a detailed marketing plan and to consider different marketing tools.

Ms. Wellbrock stated that the board was meeting tomorrow and her time was wrapping up as the Interim Chamber Director. Ms. Wellbrock added that May 1st was her final date; however, she might be able to continue to assist as a consultant after May 1st. Ms. Wellbrock stated that there was an ad hoc committee considering various different job details, such as benefits, job descriptions, etc. and she was doing the same for the City of Colby. Ms. Wellbrock stated that they had been advertising since December and had two failed searches and two rejections. Ms. Wellbrock added that it was a tough economy and they were now on their third attempt.

Commissioner Peters stated that he was a big supporter of the Chamber of Commerce and had been a participant in the past. Commissioner Peters commented that Ms. Wellbrock had a nice handout for the Commissioners, but it mentioned at the end that there were no tax dollars. Commissioner Peters stated that that was not true, because we provide \$18,000 a year. Ms. Wellbrock replied that Chambers did not usually get tax dollars. Commissioner Peters stated that it was important to have a strong Chamber and, with the salary and benefit package, past years had been a challenge for the skill set and need. Commissioner Peters asked if they had a plan and what the challenges were.

Ms. Wellbrock stated that there was a failed search prior to her coming on, so it was a challenge. Ms. Wellbrock commented that this was a person running a business. Ms. Wellbrock stated that the Chamber had around a \$100,000 budget here and Colby's was around \$120,000; however, the position in Colby was offering \$25,000 more than what the City of Pratt was considering and one of their failed attempts was due to the salary being too low. Ms. Wellbrock commented that we were running into post covid challenges where people wanted flexible hours or to work from home, etc. Ms. Wellbrock explained that in Colby there were five full time employees for Pratt's one and a half. Ms. Wellbrock added that this adds to the challenges.

Ms. Wellbrock stated that a lot of the documentation had changed since 2006 and she had none of that in digital or paper. Ms. Wellbrock explained that very little of the Travel and Tourism was shared with the Board because they were separate and they had their own President and Chairman. Ms. Wellbrock commented that she hoped that things would be updated before she left in May if nothing had been done earlier than 2006. Ms. Wellbrock stated that she felt there should be a Memorandum of Understanding or contract for the funds the City gives to the Chamber that could be handed to the new Director so they understand what the agreement is. Ms. Wellbrock stated that she agreed with the sentiment that it should

be someone that lives in Pratt and that was the wishes of the Board. Commissioner Peters commented that he would welcome ideas on what the City could do to help with this process, particularly financing.

Commissioner Peters asked if they were looking for someone that could do Economic Development. Ms. Wellbrock stated that they were currently talking, but nothing had been established and there had been past arrangements in the 1990's where Chambers helped with Economic Development. Ms. Wellbrock added that it was important to have written documents on this topic so it would be in concrete. Ms. Wellbrock commented that she felt that one person could not do it all. Commissioner Schmidt asked about having one document that would include the City, County, Economic Development, Travel and Tourism and the Chamber so we could see how they interact with each other financially, with membership and support groups. Commissioner Schmidt added that he felt that a lot of each board's documentation did not explain how the organizations were supposed to work together. Ms. Wellbrock stated that the Governing Body, in general, usually had a Board of Directors that had separate bylaws and budgets. Ms. Wellbrock explained that there should still be separate bylaws, etc. even if there was only one person. Ms. Wellbrock commented that there should always be an Advisory Board for the Convention and Visitors Bureau; however, we do not have a Convention and Visitors Bureau in Pratt. Ms. Wellbrock stated that Travel and Tourism was a grant funding mechanism. Ms. Wellbrock added that Travel and Tourism was trying to get people to come to Pratt and to figure out what those guests could do when they were in Pratt. Ms. Wellbrock stated that there was a gap without the City of Pratt having a Convention and Visitors Bureau and that was usually funded by the transient guest tax.

Ms. Wellbrock stated that there had been a request to have all three boards in the room for all to visit and discuss how to join in unity, but they would wait to see what the Chamber Board said tomorrow in their meeting regarding this. Ms. Wellbrock commented that she would recommend that Mr. Lyle Butler be the director of that meeting to help discuss how each group could work together. Ms. Wellbrock stated that the meeting was just an early conversation and that was why the City Commission was not invited. Ms. Wellbrock stated that, as Commissioner Schmidt has commented, the City had ordinances on these topics and they fund some of these things. Ms. Wellbrock questioned if the Commission would be interested in her sharing with the Chamber Board that they were interested in attending. Mayor Deeds commented that he would like more information, but it sounds good on face value.

Commissioner Siemens stated that the Chamber was a place that people called in the past and it was a contact point for all questions regarding people that wanted to start businesses. City Attorney Goff stated that there were ordinances on the transient guest tax; however, there were no bylaws. Ms. Goff commented that we call it Travel and Tourism, but the ordinance calls it Convention and Tourism. Ms. Goff added that the Convention and Tourism ordinance was not quite being followed as written and pointed out the number of members on that board. Ms. Goff stated that there was a transient guest tax chapter and it explained where all the money goes. Ms. Wellbrock stated that she would do some research on those topics and the last time the ordinance was amended was 2019. Ms. Wellbrock stated that it had been a challenge to learn what her role should be on the Travel and Tourism committee and what boundaries they had. Ms. Goff stated that the primary source of the funding for the Chamber was never designed to have the majority come from the city, but it was just supposed to be supplemental income. Commissioner Siemens thanked Ms. Wellbrock and the board for all their hard work and added that it would be worth it. Mayor Deeds thanked Ms. Wellbrock for all the hard work in the transition.

CONSIDERATION AND APPROVAL OF RESOLUTION 041822 PROVIDING FOR A HEARING ON AN UNSAFE AND DANGEROUS STRUCTURE AT 501 STARR STREET:

City Attorney Goff stated that this was a resolution for the unsafe structure at 501 Starr Street. Ms. Goff commented that this resolution be passed for the land owner and any lien holders and that it be done in an open meeting so that they have the opportunity to come and explain why it should not be removed. Ms.

5 – April 18, 2021 (Regular Commission meeting)

Goff stated that the hearing would be thirty days after the second publication. Ms. Goff explained that Building Inspector Blankenship had already determined that the building needs to go and the State Statute states that when it was past 51% unsafe, it was to be torn down and not repaired. Ms. Goff stated that no cleanup appears to have been done so far; therefore, the City would need to clean it up and move on.

With no more discussion, the following Resolution 041822 was then presented to the Commission for their approval: **RESOLUTION PROVIDING FOR HEARING ON UNSAFE OR DANGEROUS STRUCTURE PURSUANT TO K.S.A. 12-1750, et seq. AND PRATT MUNICIPAL CODE SECTION 8.08.010 et seq.** Commissioner Siemens made a motion to approve Resolution 041822 providing for a hearing on the unsafe and dangerous structure at 501 Starr Street. The motion was seconded by Commissioner Farmer and carried unanimously.

CONSIDERATION AND APPROVAL TO EXCHANGE FEDERAL FUNDS WITH THE STATE:

Public Works Director Rambat stated that we receive Federal funds for each lane mile that we maintain going through Pratt. Mr. Rambat commented that we would be getting \$93,221.52 from the Federal Government this year. Mr. Rambat explained that the State of Kansas allows this program and, when the funds come from the State instead of the Federal Government, it allows more flexibility. Mr. Rambat stated that this allows us to bypass engineering and other costs and do it in-house. Mr. Rambat commented that this would be a 90/10 split cost going this route and he recommended doing this exchange again this year. Commissioner Schmidt made motion to authorize the exchange for Federal funds with the State of Kansas. Commissioner Farmer seconded the motion and it carried unanimously.

OPEN AGENDA:

No one wished to address the Commission.

REPORTS:

City Manager:

- **Open Gravel Race & Kids Fair:**

City Manager Pinkall stated that the Open Range Gravel Race starting downtown on April 30th, along with the Kids Fair in Lemon Park.

- **Municipal Building roof:**

Mr. Pinkall stated that the tax exemption was ready for the roofing project at the Municipal Building and they should get started tomorrow. Mr. Pinkall informed the Commission that, with the recent rain, there had been some leaking, but it had been managed. Mr. Pinkall stated that they hope to be done before the next rain. Commissioner Peters asked if we had heard from the insurance company. Mr. Pinkall stated that we had not.

- **Rails to Trails project:**

Mr. Pinkall stated that the first appraisal for Rails to Trails project had been researched. Mr. Pinkall commented that he felt that it was high at \$50,000 per mile, which included everything. Mr. Pinkall added that they were still looking into that.

- **Chamber meeting:**

6 – April 18, 2021 (Regular Commission meeting)

Mr. Pinkall stated that he would attend the Chamber meeting tomorrow and give some feedback.

- **Base Grant:**

Commissioner Farmer asked where we were with the Base Grant. Mr. Pinkall stated that we were not selected. Mr. Pinkall commented that we had not found other avenues yet to find a way to make that water well project work.

Public Works:

- **Project preparations:**

Mr. Rambat stated that he had been alternating days spraying curbs with paint to put that project together.

- **Kansas Gas:**

Commissioner Peters asked about some curbing on Sixth Street where Kansas Gas had done some work and some curb replacement, but it was a mess a few times. Mr. Rambat stated that he had had to write them before; however, they were contracting that out to a third-party contractor and that was why it takes a while to get done. Mr. Rambat explained that the City was not supposed to do the work on that, but they do proceed slowly with those repairs so they can build up a list and do them all at once.

Building Inspections:

- **City of Anthony:**

Building Inspector Blankenship stated that he had recently gone to the City of Anthony to do some work for them because they needed help and he had spent a few hours here and there and writing reports on the houses. Mr. Blankenship commented that the Chief of Police was currently working on code enforcement. Mr. Blankenship stated that he had assisted in some of the documentation, but the City of Anthony was very appreciative of Pratt allowing him to help. Mr. Blankenship added that he also helped inspect some buildings.

Electric Department:

- **College:**

Director of Electric Utilities Huber stated that the underground to the college blew out last Friday about 5:00 p.m. Mr. Huber commented that they had to come back on Saturday to get it temporarily fixed and they put an overhead line in last week to get it going. Mr. Huber explained that they then had to bury some lines to complete the process. Mr. Huber informed the Commission that this line had been installed in 1967 or 1968 and the transformer was the same age. Mr. Huber stated that they had thought that it was also bad and they had nothing to replace it with. Mr. Huber stated that he was thinking about getting a transformer to assist in this and other businesses nearby and he had sent out a bid for that and it would be on a future agenda to be presented to the Commission. Mr. Huber commented that it would come out of distribution's budget and it would be a year out for ordering.

Recreation Department:

7 – April 18, 2021 (Regular Commission meeting)

- **Roof leak at Municipal Building:**

Recreation Director Eisenhauer stated that there was a huge 50-gallon bucket of water used for the leak at the Municipal Building and they had lost some ceiling panels. Mr. Eisenhauer commented that they were told that this would be a separate insurance claim for the ceiling panels. Mr. Eisenhauer added that there was concern if we were to get more rain, but the company said they would get to it when they could and when it was safe, due to high winds. Commissioner Siemens asked if it damaged the floor. Mr. Eisenhauer stated that it did not.

- **Track and Baseball events:**

Mr. Eisenhauer stated that track meets and baseball events were bringing in good visitors. Mr. Eisenhauer commented that they estimated about three thousand people in town the last two weekends.

- **Miss Kansas car show:**

Mr. Eisenhauer commented that the Miss Kansas car show was coming soon and should have around one hundred cars. Mr. Eisenhauer added that there would be parking at the Complex.

- **Tennis Courts:**

Mr. Eisenhauer stated that the contractor would be here on Thursday to finish laying the surface at the tennis courts; weather permitting. Mr. Eisenhauer added that there needed to be five days of 50° or above for it to work.

Police Department:

- **Staff:**

Police Chief Humble stated that he had two at the academy and one of them would be back the weekend of the 30th. Chief Humble commented that he had just hired another dispatcher, so they were now fully staffed.

Finance Department:

- **2023 Budget calendar:**

Finance Director Carver stated that he had given the Commission a proposed 2023 budget calendar that was similar to what had been used in the past years. Mr. Carver commented that this would give him the opportunity before May 23rd to finish working with AGH, who were working as quickly as they could. Mr. Carver explained that they were working on two or three months of reconciliations and he explained how they were working together. Mr. Carver stated that he had another meeting with them on May 4th and they should be done with 2021 and he would then know what it would take to fix the year. Mr. Carver added that the AGH employee would not leave him until he was audit ready. Mr. Carver stated that the budget worksheets would be ready by May 23rd, department superintendent's meetings with the City Manager and Finance Director would be a month after that and then Commission budget meetings with the superintendents.

- **Review Neutral Rate:**

8 – April 18, 2021 (Regular Commission meeting)

Mr. Carver stated that the revenue neutral rate rules would be changing again this year.

- **ARPA:**

Mr. Carver informed the Commission that the annual ARPA submissions had to be done by the end of April. Mr. Carver stated that it required three different documents and two of them had already been submitted when we got the money. Mr. Carver commented that it took some time to get the originals back, but we had spent a total of \$8,200 so far. Mr. Carver added that one was for \$2,200 to EBH for the water study and the other was also to EBH for \$6,000 for the Base Grant application. Mr. Carver stated that the City of Pratt received \$495,000 on the first trounce, and it was in the bank, plus we should get the same amount some time this summer.

- **Priority Lists:**

Mr. Carver stated that he would be starting a priority list with the departments during budget time.

- **Salary survey:**

Mr. Carver stated that he had completed a League salary survey and it was not user friendly, but he would send that to the Commissioners.

- **Fixed Assets:**

Mr. Carver stated that he would be working on an updated fixed asset list. Mr. Carver commented that it would not be perfect, but it was not now.

- **ARPA cont.:**

Commissioner Peters asked if we could invest the ARPA money. Mr. Carver and City Attorney Goff stated that they did not believe so. Ms. Goff added that we could not use it to pay off a debt also. Commissioner Peters questioned if the millions of dollars we have were invested in CD's or anything. Mr. Carver stated that we did have CD's at two different banks and we use them as insurance policies for ourselves. Mr. Carver added that we have \$1.5 million at two banks and they accrue interest. Commissioner Peters suggested investing with Edward D Jones due to the higher interest rate. Ms. Goff stated that we had to invest with a local bank per Statute.

Mayor and Commission:

- **Workshop:**

Mayor Deeds reminded the Commission of the Land Bank workshop on May 5th. Commissioner Farmer thanked the Commission again for working around his schedule.

- **Pool update:**

Commissioner Farmer asked if there were any updates about the pool. Mr. Pinkall stated that there was nothing new.

- **Retirements:**

9 – April 18, 2021 (Regular Commission meeting)

Commissioner Schmidt commented that retirement was not far away for some employees and there should be notices from KPERS about meetings. Commissioner Schmidt stated that we could not require it of our employees; however, we should encourage them to attend them. Commissioner Schmidt added that there would be a potential to lose out on some great benefits if you did not know they were out there.

- **Pool financing:**

Commissioner Schmidt stated that there was a survey about the school's building project and he wondered how that would influence our pool project. Commissioner Schmidt commented that, whether we go sales tax or bonds, we needed to go as fast as we can.

ADJOURN

Commissioner Siemens made a motion to adjourn that was seconded by Commissioner Schmidt. The meeting was adjourned.

APPROVED BY THE MAYOR:

ZACH DEEDS, Mayor



ATTEST:

LUANN KRAMER, City Clerk

(Minutes respectfully submitted by Finance Director Carver)