

MONDAY

JULY 06, 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
	Jamie Huber	Dir. of Electric Utilities

**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 the Pledge of Allegiance.

**MINUTES:**

- June 15, 2020 Regular Commission Meeting

Commissioner Meyer made a motion to approve the minutes of the June 15, 2020 Regular meeting. The motion was seconded by Commissioner Peters and carried unanimously.

**BUSINESS:**

**CONSIDERATION AND APPROVAL OF 2020 CEREAL MALT BEVERAGE APPLICATION FOR CIGARETTE OUTLET #105:**

Police Chief Humble stated that Cigarette Outlet #105 had met all the requirements of the Code of the City and Ordinance 1905; therefore, he recommended that the Commission approve their Cereal Malt Beverage application. With no further discussion, Commissioner Peters made a motion to approve the 2020 Cereal Malt Beverage Application for Cigarette Outlet #105. The motion was seconded by Commissioner Leslie and carried unanimously.

**PRESENTATION OF 2019 CITY OF PRATT AUDIT:**

Ms. Teresa Seymore, PA from BKD stated that this was a remote audit due to COVID and it went pretty well. Ms. Seymore commented that she would be talking about the audit and the management letter. Ms. Seymore stated that the Independent Auditor's Report lays out the management's responsibility and the adverse opinion on the generally accepted accounting principles, which are not GAAP statements. Ms. Seymore explained that they use the Kansas Regulatory Basis statements. Ms. Seymore commented that the financial statements presented fairly.

Ms. Seymore stated that the main summary statements for all funds followed showing the beginning and ending balances with receipts and expenditures for the year. Ms. Seymore commented that there was quite an increase from prior and that was due to the electric utility fund with the solar power plant and the GO bond being paid off. Ms. Seymore added that capital equipment reserves had an increase of about \$500,000. Ms. Seymore stated that the notes on the financials had not changed much this year. Ms. Seymore explained that there were economic uncertainties of cash collection and they had noted that they were aware that it was out there. Ms. Seymore stated that there were no statutory violations this year.

Ms. Seymore commented that the management letter was a required communication and there were no alternative treatments and no audit adjustments to report this year. Commissioner Meyer commented that they had wanted the City to build the cash reserves for the last four or five years and asked how she thought that looked. Ms. Seymore commented that the electric was great now. Commissioner Leslie asked if there would be a lot of budget cuts because of COVID-19. Ms. Seymore stated that sales tax was seeing the drop off. Finance Director Garten commented that alcohol and guest tax were also seeing a drop off. Commissioner Deeds asked when we started the solar farm. Director of Electric Utilities Huber stated that it was 2019. Ms. Seymore added that there was no balance in 2018, but there was a nice cushion now.

**CONSIDERATION AND APPROVAL OF BIDS FOR THE 2020 IOWA STREET TRAIL PROJECT:**

Public Works Director Rambat stated that he had gone out for bids for Phase 2 of the Iowa Street Trail Project requested by Mr. DeWayne Bryan. Mr. Rambat explained that there was about 1,275' of 5' sidewalk trail that needed to be done to complete the grant project. Mr. Rambat stated that he sent out four bids and received three bids back. Mr. Rambat commented that Arensdorf Construction bid \$29,325, Mansel Concrete bid \$24,990 and Smiley Concrete bid \$27,030. Mr. Rambat recommended the low bid from Mansel Concrete of \$24,990. Mr. Rambat added that Mansel Concrete had gotten the bid for Phase 1 of the project. Mr. Rambat stated that he had emailed Mr. Bryan about the amount of funds he had for the project and he had about \$25,000. Mr. Rambat explained that, if there was a little bit of overrun, they might put up signage about where the funds had come from and any extra money would come from the City. Mr. Rambat stated that he had asked that this project be completed by November 1<sup>st</sup>. With no further discussion, Commissioner Leslie made a motion to approve the bid from Mansel Concrete in the amount of \$24,990 for Phase 2 of the 2020 Iowa Street Trail Project. The motion was seconded by Commissioner Meyer and carried unanimously.

**CONSIDERATION AND APPROVAL FOR APPOINTMENT AND RE-APPOINTMENT TO THE LIBRARY BOARD:**

City Manager Pinkall stated that there were two terms on the Library Board that needed the Commission's approval. Mr. Pinkall explained that Ms. Linda Stelzer was willing to serve an

additional four-year term on the Library Board and Mr. Chase Galle was recommended to replace outgoing member Mr. Jeff Ward, who had termed out. With no more discussion, Mayor Schmidt made a recommendation to the Commissioners to approve the appointment of Ms. Linda Steltzer to an additional four-year term and Mr. Chase Galle to a four-year term on the Library Board. Commissioner Leslie made a motion to approve Ms. Linda Steltzer to an additional four-year term and Mr. Chase Galle to a four-year term on the Library Board. The motion was seconded by Commissioner Meyer and carried unanimously.

**CONSIDERATION AND APPROVAL OF 4 MIL FOR THE 2021 AIRPORT AUTHORITY BUDGET:**

City Manager Pinkall stated that the Airport Authority had been given three mil for a number of years and the extra mil was for capital improvements and matching funds on grant projects. Mr. Pinkall commented that he had talked with Ms. Dea Dix-Brown and they were moving forward with a grant project that had been put on hold due to weather conditions and it was a 10% cost share project. Finance Director Garten added that they did not have to have the City's permission for that extra one mil. City Attorney Probst explained that their request was for the three mil and the one was on their own. With no further discussion, Commissioner Deeds made a motion to approve the three mil request from the Airport Authority Board for their 2021 Budget. 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:**

- **Weekend meeting:**

City Manager Pinkall thanked the Commissioners for their time and efforts this past weekend in working with the County and their decisions on a joint release to have solidarity on COVID-19. Mr. Pinkall commented that they had changed their plan on Friday and there was an understanding of our reasoning. Mr. Pinkall explained that we did not have any management over that and we could have only gone stricter, but things were working well now. Mr. Pinkall stated that lots of people were taking positive steps and wearing masks and others were keeping their distances.

- **Moving forward:**

Mr. Pinkall stated that the departments were staying focused and the pool had remained opened. Mr. Pinkall added that the slide was now open and that made more fun for the kids. Mr. Pinkall commented that there had been a few part-time positions filled to help with mowing, but not all the part-time positions had been filled. Mr. Pinkall stated that the recreation activities were continuing and the Hap Dumont three-day tournament was this weekend. Mr. Pinkall added that the sanitizing plan would be in place and people would be social distancing, so he felt that it would go well.

- **Budget Plan:**

Mr. Pinkall stated that he had been working on a budget plan with Ms. Garten and he was looking forward to that. Mr. Pinkall commented that he was looking at insurance plans with City Clerk Kramer

and would be getting to where we would be making a decision during budget.

- **CARES funding:**

Mr. Pinkall commented that he had met with the County on CARES funding and he had staff putting together how to utilize funding on COVID situations to better the community. Mr. Pinkall stated that they might have that together in the next couple of weeks and the County would be ready to distribute those funds.

- **River at Lemon Park:**

Mayor Schmidt stated that he had been going through Lemon Park a lot and he had noticed that there was swimming going on in the river south of the bridge. Mayor Schmidt asked if there was any liability on the City if there was no signage. Mr. Pinkall commented that there had never been any rules or regulations. City Attorney Probst stated that the City would be responsible for any gross negligence; however, we would be covered for any damages if we posted signage. Ms. Probst stated that she would feel better if there was signage. Mr. Pinkall stated that he would run it through the Recreation Board.

#### **Public Works:**

- **Mill and Overlay project:**

Public Works Director Rambat stated that he was going to be measuring up some streets for a mill and overlay project. Mr. Rambat commented that he would put some numbers together and sit tight for awhile. Mr. Rambat explained that he might get a pretty good deal if he put the bids out when the contractors were not real busy. Mr. Rambat explained that there was a certain amount of money that the Federal Government hands down and it was allocated for this and you could exchange it. Mr. Rambat commented that you could exchange it, with them keeping 10%, and we had about \$125,000. Mr. Rambat added that that would cover about 90% of this project. Mr. Rambat stated that he was going to target Sixth Street, Third Street, Pine Street and North Main Street north to the City limits.

- **No Drinking Water in Kingman:**

Mr. Rambat informed the Commission that KDHE had shut down all drinking water in Kingman due to wells being compromised by nitrates. Mr. Rambat stated that they were going to have to use only bottled water. Mr. Rambat commented that we needed to be looking ahead and keeping things safe.

- **Cooper Tire:**

Commissioner Peters questioned what was going on by Cooper Tire. Mr. Rambat stated that that was part of the contract with APAC and the airport waterline project. Mr. Rambat explained that they were working on the watermain on the south side of Highway 54 and tying in behind Dillon's to improve the water pressure for fire hydrants. Mr. Rambat commented that they would have the casing installed and would be feeding the pipe in and then the water department guys would finish the last 50'. Commissioner Peters clarified that that was in the airport contract. Mr. Rambat stated that it was rolled into the 30% forgiveness.

- **Municipal Building:**

Commissioner Peters asked what phase we were in at the Municipal Building. Mr. Pinkall stated that the

a/c and the heating were in and we were working on getting it paid for. Mr. Pinkall commented that they had painted the gym and the scope was to redo the gym floor, but they could not do that when there had been no heat. Commissioner Peters questioned that we would move on when we paid this phase off. Mr. Pinkall stated that it was a step phase plan and, when they had looked at it as a historical facility, the numbers moved up quickly.

**Building Inspections:**

- **Americare:**

Building Inspector Blankenship stated that Americare should be done by late August or early September. Mr. Blankenship commented that they had to have one person live there for thirty days to get qualified for Medicare/Medicaid before they open.

- **Weed Letters:**

Mr. Blankenship commented that they continued to send out weed letters and the City Attorney was working on a couple of property nuisances.

- **Parkwood Village:**

Mr. Blankenship stated that Parkwood Village was doing an addition so that they would have a bigger dining room and it would be more like a restaurant.

- **Fees to mow:**

Commissioner Peters asked if they had ever raised the mowing fee. Mr. Blankenship stated that they had not done that yet.

- **Braums:**

Commissioner Meyer questioned if Braums was still coming to Pratt. Mr. Blankenship stated that they had purchased the land and he reminded the Commission that Casey's had taken fifteen months before they had started. Mr. Blankenship commented that they had to get all their things together and they just did not buy land and sit on it, so we needed to be patient.

**Electric Department:**

- **Lemon Park:**

Director of Electric Utilities Huber stated that the Lemon Park lights on Angood Field were done and they made the field look amazing. Mr. Huber commented that they would be running trenches that would feed the bathrooms when they were between jobs so that they would have power in the winter.

- **Weather Station:**

Mr. Huber stated that Emergency Preparedness Director Tim Branscom had asked if they could put a weather station on top of the power plant at no cost to the City. Mr. Huber commented that he saw that we just got ½" of rain.

- **Wood chipper:**

Mr. Huber commented that the line guys had been trying out a couple of wood chippers this week and he would be going out for bids this fall and hoped to purchase one this fall.

- **Test:**

Mr. Huber stated that the power plant had two of the engines tested and they did well and they would be testing another one this week. Mr. Huber commented that Fairbanks would be coming and doing some fine tuning, which would not be cheap.

- **Solar farm:**

Mayor Schmidt asked if the solar farm was working well. Mr. Huber stated that it was and the heat helped. Mr. Huber commented that the power plant was doing a couple of projects that were about done. Commissioner Peters questioned if we were buying a lot on the market. Mr. Huber stated that we were; however, the cost varies from hour to hour. Mr. Huber explained that we had ended up signing a contract with Rainbow for the summer, which was from May 15<sup>th</sup> to September 15<sup>th</sup> and that had helped us a lot along with the solar farm and GRDA. Mr. Huber stated that our last month's bill came in at 3½ million more kilowatts sold in May than last year. Mr. Huber explained that that was because everyone was home and air conditioners were on and we hit 21½ megawatt peak last week, which was quite a bit. Commissioner Deeds asked what the cost was in relationship to our purchasing. Mr. Huber stated that we were saving a lot of money and were not spending as much money as we used to.

### **Police Department:**

- **Training:**

Chief Humble stated that Officer Danny Gimpel started the pre-requisite online training for the K-9 training before going in September and had also gotten his certification with the Board of Pharmacy with the four major drugs the dog was trained on. Chief Humble commented that Officer Gilmore would be graduating from the KLEPC Academy on July 17<sup>th</sup> and back on duty the 19<sup>th</sup>. Chief Humble explained that training for officers was normally 40 hours, but COVID had changed things and now it was 28 hours. Chief Humble stated that three officers went to a Trainers Training, which would allow them to train in house and would save us some money. Commissioner Meyer asked if they received any training in domestic violence or mental health. Chief Humble stated that domestic violence was required of all officers and was offered online and there were other classes offered by KLEPC for free either by the hosting agency or online. Chief Humble stated that there was mental health CIP training that was 40 hours and he had required all his officers to go due to all that was going on right now. Chief Humble added that we were limited in this area for mental health situations and who we were able to call. Commissioner Meyer stated that the officers were well trained in those situations and we take that for granted. Chief Humble stated that he encourages officers to find their specialties and he has a well-rounded department.

- **Grant funding:**

Chief Humble stated that he had applied for the Coronavirus Emergency Supplemental Funding (CESF) grant and it goes for masks and personal protection equipment, which was similar to CARES. Chief Humble commented that they were awarded \$20,851 and that would go toward that protective equipment, computers, tracking and mapping equipment and also the software through Verizon.

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**Finance Department:**

- **Budget work session:**

After a little discussion, Finance Director Garten and the Commissioners set the budget work session with the department heads for July 27<sup>th</sup> and 28<sup>th</sup>.

**ADJOURN:**

Mayor Schmidt made a motion to adjourn that was seconded by Commissioner Deeds. 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