

MONDAY

APRIL 04, 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
	LuAnn Kramer	City Clerk
	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 Eisenhauer	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:**

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

**MINUTES:**

- April 04, 2022 Regular City Commission Meeting

City Attorney Goff pointed out a correction on page 3 paragraph 1. Ms. Goff stated that her statement concerning Mr. Carver contacting the League should say ‘approval expedited’ and not ‘funds expedited’. The minutes dated April 04, 2022 will reflect that correction.

Commissioner Farmer made a motion to approve the minutes of the March 21, 2022 regular City Commission meeting. The motion was seconded by Commissioner Peters and carried unanimously.

**BUSINESS:**

**CONSIDERATION AND APPROVAL OF NEW SERVER FOR CITY HALL:**

City Manager Pinkall informed the Commission that the server at City Hall had been having issues off and on for some time. Mr. Pinkall commented that Public Works Director Rambat could get us back up

and running for a while, but it began happening every Monday morning around 8:30 a.m. Mr. Pinkall stated that we would have to get a hold of Mr. Greg Garrison from Quality Tech Computers and he would help us out; however, it had come to a critical point that it may not come back up completely one of these times. Mr. Pinkall explained that the fix was not simple and the cost for a new server was around \$21,000. Mr. Pinkall commented that we needed to move forward on the purchase of a new server to solve the problem.

Mr. Pinkall stated that the funds would come from capital equipment reserves and then we would pay it back when we got the final bill. Commissioner Farmer asked if we tried to outsource this. Mr. Pinkall stated that Mr. Garrison was our active IT person. Mr. Garrison stated that the City was a preferred customer of Quality Tech and that meant that they got lower hourly rates and the mark ups were less. Mr. Garrison commented that the server operating system was old and needed to be updated due to INCODE and utility readers. Mr. Garrison added that enough things were happening that it needed done or the City stands to lose that days' worth of work.

Commissioner Peters asked what the lead time was on getting a new server. Mr. Garrison stated that he had purchased the hardware already, so there would be no down time. Mr. Garrison commented that he had had to check with three vendors to get what he needed. Mr. Garrison stated that he was putting it all together and would get it put in this week. Public Works Director Rambat stated that this did not just effect City Hall when the server goes down because locates were received and emails did not work. Mayor Deeds questioned if the needs of all departments would be accommodated with this new server. Mr. Garrison stated that they would because he would move all the City machines onto it. Mr. Garrison commented that there was also an off-sight location. Mayor Deeds commented that he was thinking of the police department. Police Chief Humble stated that they were separate from the City departments. Mr. Garrison stated that he was going to talk to Chief Humble because the backup was in a concrete bunker and that could be extended to them as well. Mayor Deeds asked how long a server would last. Mr. Garrison stated that it should last five to seven years.

With no more discussion, Commissioner Farmer made a motion to approve a new server from Quality Tech Computers in the amount of \$21,034. The motion was seconded by Commissioner Siemens and carried unanimously.

#### **CONSIDERATION AND APPROVAL OF ROOFING BID FOR THE MUNICIPAL BUILDING:**

City Manager Pinkall stated that he had sent pictures of the Municipal Building roof to the Commissioners and he explained that it was the second roof to the top on the west side. Mr. Pinkall commented that the roof did cover the gym almost to the row of lights by the duct work and goes to the outside of the windows in the balcony. Mr. Pinkall stated that the wind had done tremendous damage and they had met the insurance adjustor there to take a look at it at on Friday. Mr. Pinkall added that they had also contacted AR Roofing and it was determined to be a 100% loss. Mr. Pinkall explained that the adjustor talked about 50% depreciation. Mr. Pinkall commented that they droned the other roof levels and there was not other damage; however, they needed to replace what was wind damaged. Building Inspector Blankenship explained that they would have to tear the roof off and there were two-layers. Mr. Blankenship stated that the second best thing was to do a rubberized layer over the whole thing and that should last ten to fifteen years. Mr. Blankenship commented that he would like to have a TPO roof since they last longer and were easier to fix, but you could not get it.

Mr. Blankenship commented that other roofs on the Municipal Building were buckling and were eventually going to have to be replaced. Mr. Blankenship stated that we spent a lot of money on the HVAC system and we need a roof to keep it safe. Mr. Blankenship added that there was an antenna on the front that was heavy and the roof was not meant to have that weight on it and it did move. Mr.

Blankenship explained that they had removed the tornado siren. Commissioner Schmidt asked if there was any cove underneath that. Mr. Blankenship stated that there was and he explained. Commissioner Schmidt questioned if it was a flat or sloped roof or if it had drains. Mr. Blankenship commented that all the roof was flat, but it had drain scuffers. Mr. Blankenship added that they all drain inside the building and not over the edge.

Mayor Deeds asked if they knew how much the depreciation would be. Mr. Blankenship stated that we did not yet, but he would guess 50%. After little more discussion, Mr. Pinkall stated that he did not have anything for the Commission to approve, but Mr. Blankenship estimated that the quote would come in at around \$60,000. Commissioner Farmer asked what fund we would be paying this from. Mr. Pinkall commented that it would be a capital project for the Municipal Building and insurance would be key.

Mr. Blankenship also informed the Commission that the roof on City Hall was going to need to be done. Mr. Blankenship explained that this was a barrel roof with two gutters running down the side. Mr. Blankenship commented that it was cracking at the bottom and there was no way to patch the whole thing. Commissioner Peters suggested reviewing everything that we had and prioritizing them. Commissioner Peters commented that we did not have to do them, but he would like to know about the roofs, vehicle ages, etc. and see where the reserves were. With no more discussion, Mr. Pinkall commented that there would have to be a special call meeting once they received the quote from AR Roofing for the Municipal Building.

#### **OPEN AGENDA:**

No one in the audience wished to address the Commission.

#### **REPORTS:**

##### **City Manager:**

- **Pool and Sandy Creek:**

City Manager Pinkall stated that City Attorney Goff had met with Mr. Kevin Cowan from Gilmore and Bell last Friday regarding the potential financing for the pool and special taxes for Sandy Creek. Mr. Pinkall commented that he would be getting the pool committee back together to get some numbers and to see if \$6 million was a realistic one. Mr. Pinkall stated that they would continue to discuss how the pool would be funded and then there would be more discussion in the Commission meetings.

- **Chamber:**

Mr. Pinkall stated that the Chamber was wanting to finalize their member numbers from eight to eleven on the Travel and Tourism Board, but it was decided at the pre-Commission meeting that they wanted that to be presented by Ms. Tammy Wellbrock. Commissioner Peters asked if she had been invited to a meeting. Mr. Pinkall commented that she had been invited to this one, but she was in Hays. Commissioner Peters commented that there was more to the Chamber than ads in the Tribune. Mr. Pinkall stated that Ms. Wellbrock was trying to that piece in place.

- **Health Insurance:**

Mr. Pinkall stated that City Clerk Kramer was starting to look at the health insurance for the new year and we would probably schedule a workshop for that to be discussed. Ms. Kramer stated that she would be going out for bids on the health insurance, but she first had to contact Blue Cross Blue Shield to get two

years of history for those that would be bidding. Ms. Kramer added that that could take a few weeks to get all that information put together. Ms. Kramer suggested that we invite the representatives for the health insurance to a workshop to discuss their bids and not make everyone sit through it in a regular meeting.

**City Attorney:**

- **Bonds and Land Banks:**

City Attorney Goff stated that she had met with Mr. Kevin Cowan on Friday and had a good discussion on potential financing for the pool and the special taxes for Sandy Creek. Ms. Goff commented that he was willing to come here for a workshop either on April 21<sup>st</sup> or May 5<sup>th</sup>. The Commission discussed the options and it was decided that May 5<sup>th</sup> at 10:30 a.m. would work best for Commissioner Farmer. Ms. Goff stated that Mr. Cowan stated that, from the resolution initiating the bond process to bond issuance, takes about sixty days. Ms. Goff commented that we still have time for it this year if we want to demo after this season. Ms. Goff explained that there were no requirements for election since we had a Charter Ordinance in place.

Ms. Goff stated that, if the bonds were issued, we would have to find a way to repay them and the first payment would be in 2023, so we would need to include that in next year's budget. Ms. Goff commented that one option would be instituting sales tax. Ms. Goff explained that it would be a long process for the City to pay off a \$5 to \$6 million bond and it could take twenty to twenty-five years without sales tax. Ms. Goff stated that the City sales tax is now  $\frac{3}{4}$  cents and generated \$2.3 million in 2021. Ms. Goff commented that a  $\frac{1}{2}$  cent sales tax would get this bond of \$6 million paid off in six years. Commissioner Farmer asked if the people had to vote on that. Ms. Goff stated that there would have to be a vote of the people, but we would want to let them know that anyone coming to Pratt to shop, attend sports events or go to the pool would generate that income outside the City. Ms. Goff added that, if we had to increase ad valorem tax, that would only affect our citizens. Ms. Goff stated that Mr. Cowan was knowledgeable and he worked well with Stifel Nicholas, who were our financial counsel, and he suggested they also attend the workshop. Ms. Goff repeated that the financing piece was doable for this year, if we get moving, but we had to do the bond if we were financing a \$5 to \$6 million pool. Ms. Goff added that there would be a primary election in August that we could put the sales tax question on or the general election was in November. Ms. Goff commented that we also had to think about the 2023 budget and how this would affect that.

Ms. Goff stated that the special taxes at Sandy Creek and Mr. Cowan had explained that the best way to do that was through a Community Improvement District. Ms. Goff explained that that implements the special taxes, but the owners of the properties pay the specials. Ms. Goff stated that we were the owners of a lot of that property, so we would have to pay those specials. Ms. Goff commented that we could create a Land Bank so the titles would be transferred to them. Ms. Goff stated that the specials would be suspended while under the ownership of the Land Bank. Ms. Goff commented that the Land Bank would sell the properties one by one and that would be when the specials would be instituted. Ms. Goff stated that this would be a benefit to the City as we had other issues that a Land Bank could help with. Ms. Goff explained that we had already sold property at Sandy Creek, so we needed to get moving on this since the contract had stated that specials would be instituted. Ms. Goff added that Mr. Cowan would also be talking to us about that on May 5<sup>th</sup>.

**Public Works:**

- **Sidewalk project:**

Public Works Director Rambat stated that he would be starting to walk around and mark sidewalks and curbs for this summer's project. Mr. Rambat commented that he had a long list and he had not done this project for a couple of years. Mr. Rambat added that he wanted the community to feel like we were giving them something back. Mr. Rambat stated that he would also like to do some more alleys on Main Street and that would be with the ¼ cent sales tax.

- **Cemetery Board:**

Mr. Rambat commented that he had not heard back from Ms. Lori Jones concerning putting Ms. Susan Parson on the Cemetery Board. Mr. Rambat stated that he hoped to have it on the next agenda.

- **Cracks in the Street:**

Commissioner Peters asked if there was any kind of program that fixes cracks in the streets. Mr. Rambat stated that the street department fills a lot of those, but it depends on the type of crack. Mr. Rambat commented that they usually work on those in the winter. Mr. Rambat explained that a lot of the streets were aging and we had done what we could with the tops of them, but did not have the resources he needed to do more.

- **Water Study:**

Commissioner Farmer asked about the water study. Mr. Rambat stated that EBH Engineer Jerry Starkey was going to take City Manager Pinkall, Water Superintendent Clay and himself to Goodland to look at their plant. Mr. Starkey commented that he had met with Mr. Clay and their discussions continue.

- **Base Grant:**

Commissioner Farmer questioned if we had heard if we had been approved for the base grant. Mr. Pinkall commented that we had not.

### **Building Inspections:**

- **Sales tax:**

Building Inspector Blankenship stated that he thought the idea of using sales tax revenue for the pool was a great idea. Mr. Blankenship commented that Mr. Pinkall was successful doing that with the Sports Complex and that was a ¼ cent sales tax increase for four years. Mr. Blankenship added that it was something that others help pay for and it goes away after so many years.

### **Electric Department:**

- **ECA:**

Commissioner Peters asked if the energy cost adjustment was still bringing in more than what our payments were and whose budget that overage went to. Director of Electric Utilities Huber stated that he thought it went back into the electric department's budget. Finance Director Carver agreed. Commissioner Peters stated that he thought that we should keep that one cent.

### **Recreation Department:**

- **Busy week:**

Recreation Director Eisenhauer stated that they had five fields going tonight with twelve games and they had games every night this week. Mr. Eisenhauer informed the Commission that they would have twenty-eight teams here this weekend.

- **Track and Soccer field:**

Mr. Eisenhauer stated that there had been a few upgrades at the track and soccer field and they were a discus ring and Wi-Fi.

- **Tennis Courts:**

Mr. Eisenhauer commented that the contractors were going full speed at the tennis courts and were just about all prepped, but he was not sure when they would be doing the resurfacing. Mr. Eisenhauer stated that they would be pouring concrete Wednesday or Thursday. Mayor Deeds asked how many weather days they had gotten credit for. Mr. Eisenhauer stated that he thought it was about sixteen. Commissioner Schmidt asked if it was all going to be one color. Mr. Eisenhauer explained that it would be two colors with the interior being one color and the exterior being another. Commissioner Schmidt asked if they were still going with blue. Mr. Eisenhauer stated that that was what they recommended and others had liked the blue also. Commissioner Schmidt stated that that was going to be awfully bright in the sunlight and it would be hard to see a white line on a blue surface.

- **Advisory Board:**

Mr. Eisenhauer asked City Attorney Goff how he would go about adding to the number of members allowed on the Recreation Advisory Board. Ms. Goff stated that the current ordinance states that there could be five members, so they would just have to do a new ordinance to increase that number. Mr. Eisenhauer commented that he would like to visit with her about that.

### **Police Department:**

- **Security:**

Police Chief Humble stated that there would now be a uniformed officer up front during our open meetings and they had purchased a metal detector wand. Chief Humble commented that the wand could be used here and at other events. Chief Humble added that that was about as secure as they could get here.

- **Staff:**

Chief Humble informed the Commission that he had one officer that just left for the academy and one that had six weeks left. Chief Humble shared that dispatch was a revolving door, but they were maintaining without having much overtime. Commissioner Peters asked if he had taken over the vacancy for a dispatch supervisor. Chief Humble stated that Ms. Meghan Hennessee had accepted that position and was doing a good job.

### **Finance Department:**

- **ARPA funds:**

Finance Director Carver stated that he continued to work on the details of the ARPA funds and had a few things to do and should have them completed in a few days. Mr. Carver commented that this had to be submitted by the end of April.

- **External Accounting Agency:**

Mr. Carver stated that City Manager Pinkall and he were working with an external accounting agency and they were going to assist them with catching up on certain aspects of accounting, such as bank reconciliations. Mr. Carver commented that they had met by zoom and had been emailing back and forth, but they were not yet sure how long it would take to catch up. Mr. Carver explained that, with the preparations he had done and the things he had already accomplished, they felt it was going to be pretty easy for them to pick up. Mr. Carver stated that they should have a timeline in the next couple of days. Mr. Carver commented that they had picked up on things very quickly and they had already suggested ways to make our system work more efficiently.

Commissioner Peters asked if the software was going to be an issue with them. Mr. Carver stated that they had been working through him with the software. Mr. Carver explained that it was a challenge trying to explain the software. Mr. Carver stated that he had worked with Mr. Garrison from Q-Tech to get them remote access and they knew of INCODE plus he had some instructions already written up on how to do it, which should help them. Mr. Carver commented that they were asking the right questions and they would be able to drive soon and do what they needed to do. Mr. Carver added that they would also be able to show him ideas on how to run reports better and whether a new software would work better.

Commissioner Schmidt commented that there surely were costs involved in this service and he asked what budget it was coming out of. City Manager Pinkall stated that they were being paid by the hour depending on who Mr. Carver was working with. Mr. Pinkall commented that they were going to have to work with him before they could give us an overall cost. Mr. Pinkall explained that they would work through it from a budget standpoint where Mr. Carver was now and what we were using to pay our personnel. Mr. Pinkall commented that he thought the hourly people we were working with were around \$100 per hour. Mr. Pinkall added that it would be something we pay for by cutting something else out. Mr. Carver stated that the cost was tied to the timeline and on how long it would take. Mayor Deeds stated that he thought they were working in the right direction and that this could be a blessing in disguise. Mayor Deeds added that this was a good investment.

**Mayor and Commission:**

- **Chamber, ED & Travel and Tourism:**

Mayor Deeds stated that he was looking forward to visiting with Ms. Tammy Wellbrock. Mayor Deeds asked that there be documentation in the next packet regarding the Chamber, Economic Development and Travel and Tourism. Mayor Deeds clarified that he would like ordinances, bylaws, etc.

- **Bidding Policy:**

Commissioner Peters asked if Resolution 022017 was in the packet just for reference. City Attorney Goff stated that it was and she wanted to facilitate that, if the City Manager feels bids were not practical, that requirement could be waived. City Manager Pinkall added that that was tied into the roof topic.

**ADJOURN:**

8 – April 04, 2022 (Regular Commission meeting)

Commissioner Peters made a motion to adjourn. Commissioner Siemens seconded the motion and it passed unanimously.

APPROVED BY THE MAYOR:

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ZACH DEEDS, Mayor



ATTEST:

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LUANN KRAMER, City Clerk