

City Council Meeting Minutes  
City of Larned  
City Council Chambers  
July 1, 2019  
6:30 PM

Mayor William Nusser called the regular session to order with the following Councilmembers present: Councilmember Kim Barnes, Councilmember Dennis Wilson, Councilmember Terry Clark, Councilmember George Elmore, Councilmember Jason Murray, Councilmember Carroll Bennett and Councilmember Sharon McGinness.

Councilmember Gary Rainbolt was absent.

City Manager Bradley Eilts, City Attorney Ron Smith, Finance Director Monica Steiner, and City Clerk Kara Rath were also present.

Visitors: Rita Kurtz, Cassidy Smith, Erin Atteberry, Antonio Hern, Cayte Winter, Rick Reason, Mike Gilmore.

Pledge of Allegiance

**Approval of Agenda**

Councilmember Wilson moved to approve the agenda, Councilmember Clark seconded to approve the agenda as presented

Motion passed.

**Approval of Consent Agenda**

Councilmember Elmore moved to approve the consent agenda, Councilmember Bennett seconded.

Motioned passed.

**Appropriation Ordinance #6**

Finance Director Monica Steiner reported on the expenses listed on the financial report. On a motion by Councilmember Elmore and seconded by Councilmember Bennett and carried for Appropriation Ordinance #6 in the amount of \$959,070.57 and transfers more or less were approved for payment.

Motion passed.

**Public Comments:**

H & H check presentation in the amount of \$1075 to the swimming pool fund.

### **Recognition of Sergeant TJ Hearn**

Council congratulated Sergeant TJ Hearn for his promotion and dedicated service to the Citizens of Larned.

### **New Business:**

#### **EMC Dividend Check Presentation**

Cassidy Smith, Alliance Insurance presented our dividend check in the amount of \$24,042.35.

#### **Gallagher Contract**

Gallagher is a consulting firm providing consulting and brokerage services related to employee benefit plans. They have a 2% fee on the medical, dental, and ancillary premiums. The estimated fee would be \$5,552.

Councilmember Elmore motioned to use Gallagher for consulting services, Councilmember Murray seconded.

Motion passed.

#### **Golden Belt Community Foundation**

Christy Tustin, the Executive Director of the Golden Belt Community Foundation (GBCF) presented on some of the factors that the GBCF considers when evaluating the establishment of a fund and some of the basic requirements that they expect in a campaign. She also highlighted some of the keys to successful fundraising and any pitfalls to be aware of.

Christy also talked about the value of using the Kansas Leadership Center Framework and its applicability to the Pool process to help everyone get on the same page.

#### **Water Rate Restructuring**

During the June 17<sup>th</sup> Council Work Session, the Council discussed adjusting the current water rate in order to meet the minimum rate criteria for the CDBG program of \$34.00. Council generally favored revising the rate to reflect a lower base rate with no free water built-in and an increased rate per 1,000 gallons of \$3.94.

By staff calculations, this rate would generate approximately \$1,102,600 in water sales for the utility which is about \$302,000 additional revenue annually. The additional revenue

would be used to pay for system's capital improvements and would be part of the CDBG matching funds of \$600,000 per grant. The 3% annual increase to keep up with inflation costs would still be built into the rate structure.

Councilmember Murray motioned to approve the ordinance as written, Councilmember Elmore seconded.

On a roll call vote: 7 ayes

Motion passed.

### **Pool Surcharge Ordinance**

At the June 17<sup>th</sup> Council work session The City Council discussed adding a surcharge to residential customers on the Larned Water Utility system. The council generally felt that a \$3 monthly fee would be acceptable. The surcharge would set aside funds for "operating, maintaining, repairing, improving, modifying, remodeling, replacing, and extending the Pool Facilities", in accordance with the Swimming Pool Reserve Fund.

In order to establish this surcharge an ordinance is required.

Councilmember Elmore motioned to approve the ordinance as written, councilmember McGinness seconded.

On a roll call vote: 7 ayes

Motion passed.

### **2018 Audit Report**

Aaron Koehn with VonFeldt, Bauer, & VonFeldt, Chtd. presented the annual audit of the City.

### **CDBG Contracts**

With the intent to apply for funding through the Community Development Block Grant (CDBG) program, there are a number of steps that need to take place in preparation of submitting an application.

The Preliminary Engineering Report is an analysis of the need, the most appropriate solution for the issue, and an estimate of the construction and non-construction costs. Stuart Porter with Schwab-Eaton has provided a contract for this service. The contract also includes consulting with KDHE and attending a required KIACK meeting with the State of Kansas.

Great Plains Development Inc. has extensive experience in writing CDBG applications, which are known for the number of required submittals, notifications, clearances, and documentation. Contracting with grant writing services is not a requirement, but very strategic in the process, and because Pawnee County is a member of GPDI, the cost for grant writing is 50% less.

On a motion by Councilmember McGinness and seconded by Councilmember Bennett the contracts for the Preliminary Engineering Report and Great Plains Development Inc. were approved.

### **Contract with Bajillion**

As initial steps are underway in the “Be the One” campaign future steps in the marketing and communications strategy need to be considered. Representatives of the City and County have been meeting with Bajillion regarding these next steps. Bajillion has developed a detailed proposal on what a quality multi-year plan could look like as well as the estimated costs for these services. This cost would be shared with the County with and five percent discount is applied if paid in full. The City share is \$24,913.50.

Councilmember Wilson and Councilmember Clark agreed to work on the marketing committee that meets on a quarterly basis along with representatives from the County and community members.

Councilmember McGinness motioned to approve the contract as presented, Councilmember Bennett seconded.

Six ayes.

One opposed, Kim Barnes.

Motion passed.

### **Animal Ordinance Changes**

In May the City Council recommended modeling our animal control ordinance after the policy of the City of Salina. In addition, their recommendation is that no animals, except dogs or cats, be kept within 50 feet of another resident with the accompanying penalties. They also want to cap the maximum number of chickens allowed at ten and they too must be at least 50 feet from the nearest residence.

Councilmember Murray motioned to approve the Animal Ordinance as written and Councilmember McGinness seconded.

On a roll call vote: 7 ayes.

Motion passed.


**Staff Presentation**

City Manager Bradley Eilts and Finance Director Monica Steiner presented the 2020 budget. Staff recommends a 1.75% overall increase. It would not result in an election requirement, but it would help to maintain the same level of service.

**Adjournment**

Meeting adjourned.

  
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City Clerk, Kara Rath

  
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Mayor, William Nusser