
**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, May 6, 2020

5:30 p.m.

The governing body met in regular session on May 6, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavely, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Kim Reynolds, Dwight Whitead, Dustin Bender, Brad Waller, Devin Anderson, Kristi Beneschek, phone caller. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange said the discussion items would be switched around. Two items are added under Action – revolving loan under Super 8 Motel, and approval of #5 and #6 work authorizations from Benesch.

Commissioner Hasch moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Financial Quarterly Report

Amber Farha said that property tax, sales tax and franchise fees are on target for the year, but ambulance revenues are down slightly. General Fund expenses are up compared to prior year, but this is due to \$126,610 in airport expense that is pending FAA reimbursement. All other funds are in line with budget expectations.

Impact of COVID-19 on City Operations and Programming *(Memo attached)*

Amy Lange discussed several items affected by the current virus pandemic. The budget has been monitored closely. The bulk of revenue is property and sales taxes and franchise fees. It has been estimated we can expect a 25% decrease in sales tax, due to things such as declining business sales and loss of jobs. Sales tax comprises about 40% of the city's general fund revenue. Staff believes that percentage in our area is a high estimate.

We are looking at a possible \$450,000 reduction in revenue. Non-personnel operating budgets are being cut 10%. We have made the decision to cut summer temporary staff. Equipment transfers could be reduced if necessary.

Ms. Lange discussed the delinquent utility accounts, which have increased tremendously due to the governor's orders not to shut off utilities.

City Hall and police lobbies are still closed, but will be open in phase 2 of the governor's plan. Court should reopen on June 1.

The plan is to train lifeguards at the first of June, and to open the pool on June 8 during phase 3, which allows 90 to gather. Extensive sanitizing and cleaning will be done. The new equipment will be installed in May.

Summer recreation programs should take place, though in a limited fashion. No sports can take place in phase 1, but can resume in phase 2 with practice, and games in phase 3. Restrooms will be cleaned and sanitized regularly.

Playground will not be held this year due to staffing challenges and the nature of activities which normally take place during each day.

The new runway will continue, as well as the downtown alley and sewer replacement project, and the south Highway 81 replacement. The treatment plant phase 2 is continuing as well. Commissioners agreed all projects needed to take place, as most are happening due to grants and matching funds.

ACTION AGENDA *(Action Expected)*

Minutes of April 15, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from April 15, 2020. Commissioner Snavelly seconded. Motion carried.

Appropriation Ordinance #8

Commissioner Wentz moved to approve appropriation ordinance #8. Commissioner Snavelly seconded. Motion carried.

Emergency Revolving Loan for Cozy Corner Learning Center

Kim Reynolds of CloudCorp explained that with the ongoing CoronaVirus pandemic, the Kansas Dept. of Commerce has instructed cities with a revolving loan fund to disperse the funds to help local businesses.

Businesses need to show low to moderate income jobs saved. Cozy Corner has requested \$25,000, of which only half will be dispersed until the owner submits invoices, payroll, and other expenses. The revolving loans are 0% interest, with the first payment deferred for six months. Ms. Reynolds stated Cozy Corner will retain 5.25 fulltime equivalency jobs, or 7 employees, at 100% LMI.

Commissioner Hasch moved to approve the Cozy Corner Learning Center revolving loan for \$25,000.00. Commissioner Snavelly seconded. Motion carried.

Emergency Revolving Loan for PRP LLC, DBA Super 8 Motel

Super 8 has applied for the full \$25,000. It will retain 4.75 fulltime equivalency positions, for 7 employees, at 58% LMI.

Commissioner Lambertz moved to approve the PRP LLC, DBA Super 8 Motel revolving loan for \$25,000.00. Commissioner Wentz seconded. Motion carried.

Bid for Construction of Airport Runway 18/36

Brad Waller of Benesch discussed the runway project, of which the City has received a grant for \$6,950,000. Last week bids were opened, of which we received six. Two were higher than the engineer's estimate. The project needed to fall under \$5.9 million. They were as follows:

Contractor	Base Bid	Add Alt #1	Add Alt #2	Total
Vogts-Parga Construction, LLC	\$4,810,486.71	\$217,331.60	\$177,490.35	\$5,205,308.66
Koss Construction Co.	\$5,045,050.31	\$161,771.93	\$166,403.50	\$5,373,225.74
Smoky Hill, LLC	\$5,234,170.35	\$180,384.90	\$177,478.00	\$5,592,033.25
MJE, LLC	\$5,496,815.49	\$229,676.50	\$173,677.33	\$5,900,169.32
Sporer Land Development, Inc.	\$5,827,842.50	\$172,993.25	\$166,403.50	\$6,167,239.25
Emery Sapp & Sons, Inc.	\$6,647,979.37	\$263,958.05	\$175,937.81	\$7,087,875.23
Engineer's Opinion of Probable Cost:	\$5,713,678.50	\$185,700.00	\$193,324.00	\$6,092,702.50

The engineer recommends the low bidder of Vogts-Parga Construction. Start date of August 31 has been set, which would be the dirt work portion, east of the existing runway. This will keep the airport open. The following spring and summer, the runway will be totally built and paved. The existing runway will be reduced at that point, creating a taxiway.

Commissioner Lambertz moved to approve the bid of Vogts-Parga for the Base Bid and Add / Alternate #1 and Add / Alternate #2 in the amount of \$5,205,308.66, and authorize the City Manager to enter into a contract with Vogts-Parga for construction of Runway 18/36, contingent on approval by the FAA. Commissioner Snavelly seconded. Motion carried.

Approve Work Authorization #5 with Benesch for Construction Services For the Airport Runway

Work authorization #5 and #6 are for construction phase services and NEPA re-evaluation not to exceed \$723,770 for #5 and \$14,000 for #6. Both will be covered under the nearly \$7 million grant award.

Commissioner Snavelly moved to approve Work Authorization #5 with Benesch in the amount of \$723,770 to perform Construction Services for Airport Runway 18/36, contingent on approval by the FAA, and authorize the City Manager to sign the agreement. Commissioner Wentz seconded. Motion carried.

Approve Work Authorization #6 with Benesch for Construction Services For the Airport Runway

Commissioner Hasch moved to approve Work Authorization #6 with Benesch in the amount of \$14,000 to perform a NEPA Re-Evaluation for Airport Runway 18/36, contingent on approval by the FAA, and authorize the City Manager to sign the agreement. Commissioner Snavelly seconded. Motion carried.

Authorize Signing of FAA CARES Act Grant Agreement for Airport Funding

The City was awarded a \$30,000 grant through the CARES Act, grant funding made available for airport operations during the COVID-19 crisis. The funds can only be used for purposes directed related to the airport, and are disbursed on a reimbursement basis.

Commissioner Lambertz moved to authorize the city manager to sign the CARES Act grant agreement for Blosser Municipal Airport in the amount of \$30,000. Commissioner Snively seconded. Motion carried.

Demo Program Application for 707 E. 6th St.

The building, owned by the Victory Faith Church, sits close to the street, on Hwy. 9, and is out of compliance with today's setback requirements. Its location is no longer practical for current purposes, and has been blighted for many years.

Commissioner Hasch moved to accept 707 E. 6th St. into the demo program based on the low bid of \$7,680.00 from Snively Construction. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said brochures were delivered to several businesses today that sell above ground swimming pools and/or supplies. Due to building codes adopted which affects home swimming pools, the City is getting the word out. We've started enforcing nuisances this week, and she reminded citizens to keep their yards mowed and free from trash.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Wentz thanked the city for putting out the flower pots again this spring. The downtown beautification committee will be starting soon to replace those pots to permanent ones, which won't have to be moved every winter.

Commissioner Lambertz thanked staff for continued efforts.

Mayor Matthew echoed that, noting the work behind the scenes. He said he is glad to see reopenings, and hopes to see things better than ever.

Commissioner Hasch was thankful to hear much of summer activities will take place, giving our citizens some sense of normalcy.

ADJOURN

There being no further business, at 6:53 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk