

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
1/18/22

CONSENT AGENDA

1. Approve Regular Meeting Minutes of January 4, 2022
2. FAA Grant 3-20-0002-012-2021 Demolition - Change Order #1 \$3,475 and #2 \$7,500

These change orders are necessary to increase the FAA grant monies to cover additional costs for the project. Change order #1 is required to pay DLS for the proper abandonment of a cistern that was unknown to be present until demolition. Change order #2 is for extra seeding that was necessary to cover more area than expected after grading. These changes orders increase the project cost by \$10,975.00. The final payment to DLS includes \$3425 retainage, totaling \$14,700.

3. Approve Special Appropriations:

Fund #12 Airport - EBH Engineering \$6,608.00 for ALP Update Work

Fund #34 Airport - DLS \$14,700.00 for Seeding and Cistern Abandonment

Fund #34 Airport - EBH Engineering \$7,358.27 (Inv#13435 \$4449.81, Inv#13526 \$1547.09,

Inv#13555 \$1361.37) Demolition Eng & Insp

4. Appropriations Ordinance No 6104 \$151,434.92
5. Approve 1.18.22 Payroll \$52,926.50
6. Approve to Submit Request for Bids for 2021 WWTF Cell One Sewer Improvements C20-3005-01

This approval will allow the City and EBH to go out for bids for a contractor to complete the cell one rehabilitation project. The bid document is over 200 pages and therefore is not in your packet. One copy will be available on the commission desk Tuesday if you want to review.

PUBLIC HEARINGS - NONE

REGULAR BUSINESS

7. Approval to Purchase Three 500KVA 656 AMP Regulators for the Power Plant
8. Security System Equipment Bids
9. Resolution No. 1098 Local Participation in Rural Opportunity Zone Match
10. Lake Walking Path Update
11. COLA
12. Electric Territory Swap Proposal

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Admin's Report:

1. 432 S Anthony – Sunday I reviewed our code against state statute and prepared updated resolutions and have a message in to Brandon to schedule a date for review/approval from him. I hope to have new forms for you at the next meeting. Due to this I do not have this as an item on the agenda. I have spoken with Mr. Gilchrist. He is aware that this item will not be on the agenda this evening. He is aware of his public right to appear and speak for five minutes during open comment. As of right now, he is planning to not appear tonight and will be present on the 1st when it is on the agenda next.
2. RV Dump Station – KDHE has approved the permit for the RV Dump Station. Yay! The lift station has been ordered. Now we will wait on lead times to come in for the lift station and remaining materials. Then we will look at installation dates.
3. Airport CIP – The 2023 CIP plan has been electronically filed online with the FAA. The priority projects were: AWOS, Beacon, New Hangars, and so on. The remaining items were not prioritized over these projects however, depending on what the infrastructure bill funding looks like, it could push a lower ranking project above these three. We are not sure yet.
4. PCP Audit – Environmental Compliance solutions completed our annual PCB audit with no corrections required. Great work Jerry for making sure we are dealing with compliance in this area according to regulation.
5. In-Town Regulator Station – Two of the rebuilt regulators are not operating correctly. This means two of the one's we had on a later replacement schedule are causing a problem now. At this time, it appears the problem may be that the stepping motors went bad. We had a short-scheduled outage last Friday and pulled them offline. Solomon is onsite today to evaluate the possibility of repair.
6. ADA Boat Dock – Got a call last Thursday that the boat dock was coming Friday! Yikes. So, it is here and installed. We still need to install the concrete pad and do the finish work but, it is here. The low lake level caused the location to have to shift a bit but there is a phot enclosed for your review. Of course, take a drive out and check it out for yourself!
7. Floodplain Mapping Update – The public meeting date has been set for March 3rd from 2:00 – 6:30 p.m. The Kansas Division of Water Resources staff will be present for a come and go informational session for anyone interested in learning more about the floodplain areas affected by the new mapping in Harper County. We will host the meeting for all of Harper County at the Municipal Hall.

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In addition, we have had some discussion about the powerplant and the new floodplain maps. The powerplant on the first draft was out of the floodplain because LIDAR saw the earthen berm Larry built and took it out. However, since the berm is effective but not official (meaning it is not an engineered certified levee) then it does not legally count so, after review, the state put the powerplant back in the floodplain. It has always been in the floodplain so this is not something new. It was just reviewed because the state's first draft had pulled it out. FYI.

8. Department Activities:

Street – No report

Water/WW – No report

Electric Distribution -

Took down service for Darnell Electric at 201 N. 4th St. and put back up after work was completed

Replaced batteries on #9

Replaced bulbs and ballast at Municipal Hall

Took down Christmas Tree decoration

Fixed fire siren on Hayes St.

Trouble shot in town Regulator's

Addressed meters at Airport for customers

Worked on heater's for the Street Dept. and Water Dept.

Had a scheduled outage to take 3 in town Regulator's off line

Trimmed tree branches hanging over secondary wires

Employee Evaluations

Replaced bulbs in street lights.

Installed 1 motion light on Airport Lounge.

Loaded recyclable transformers for Solomon.

Set 40' A1 power pole and replaced transformer 4 miles west and 4.5 south.

Brought 2 in town regulators that are not operating to the shop.

Digger Derick #7 broke down. I found the ECM fuse had blown, it's in service now.

Digger Derick #9 is out of service till Wednesday the 2 speed differential motor is not working.

Locates

Turn On-Off Orders

Just Read Orders

Electric Production –

No report

Mechanic –

No report.