

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
4/6/21

Note: 620 and 785 area codes will be required to dial all ten digits to make a local call after October 24, 2021.

CONSENT AGENDA

1. Approve Minutes - Regular Meeting Minutes of March 16, 2021
2. Special Appropriations: Fund 34 Pool Capital - Pools Plus, ADA Lift Repair \$1,699.20
3. Appropriation Ordinance No. 6085 \$318,272.47
4. Payroll of March 30, 2021 \$52,450.64
5. Transient Guest Tax Recommendation \$5,000 to Anthony Golf Club for Anthony Golf Tournament June 4-6
6. Appoint Jim Eaton to fill Bill Yandell position on Anthony Library Board until April 30, 2025.
7. ID Board New Business Utility Incentive Recommendations: Salt Plains Outfitters, Crown Circle Clothing, Miss Amanda's Diner, Miss Amanda's New/Used Merchandise & Pack'N Flavor as follows:
April 2021-22 10%, April 2022-23 8%, April 2023-24 6%, April 2024-25 4%, April 2025-26 2%.
8. Location Change Earthquake Monitoring Well - Moved from Lake to Burn Site East of Town

Earthquake Monitoring Well – After months of changing proposed drilling locations due to many variables, the City and KSGS has settled on a location east of town on the city burn site land. A map is attached. If there are any objections to this location please remove from the consent agenda for discussion otherwise, we will move forward with authorizing KSGS to proceed.

REGULAR BUSINESS

9. Higher Grounds Leather Bounds Summer Program Request to Utilize Municipal Hall Tues & Thur 10:00-11:00 a.m. June & July - Valerie Williams

This is the same program that was approved previously. This allows the kids to play basketball and various other activities for one hour two days per week during the summer program curriculum.

10. Anthony Corn Hole Group Request to Extend use of Municipal Hall Thursday Evenings- Daniel Stanford

The previous approval was just for the winter. The Corn Hole group would like to use the Hall a little longer and to save time, will be asking for a 2021/2022 approval. If you will recall, they meet on Thursday nights only and have made the commitment that if anyone wanted that time for a paying rental event they would not meet and give the facility to the paid rental.

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11. RV Dump Station Pump Sizing

One piece of information has come to light in regard to the sizing of the pump for the RV dump station. The OPC submitted at the last meeting (\$75,060) was for a 35 gpm pump. This is more than sufficient for the RV dump, a few permanent RV hookups, and SOME public restroom connections. I want to review these restroom connections with you to make sure, down the road when we actually do build a new bathhouse, we will not have wished we would have upsized the pump. I will give you some information to show some options at the meeting.

12. Authority to Award Contract for CCLIP KS 5155-01 South Jennings Project - \$581,507.00 to Wildcat Construction

The bid letting for the south Jennings project was held March 17th. Wildcat Construction was the low bidder at \$581,507.00. The City will now need to approve the Authority to Award Contract document for KDOT. Document copies are attached. As you will see on the invoice, the project is well within budget at this time. The official project start time is not determined as of yet. The last page of the attachment has a bid tab so you can review all of the bids received.

13. Resolution No. 1073 Dangerous Structure 516 N Anthony

This is an Insurance Proceeds fund resolution. Insurance proceeds funds were received by the City on March 12th for this property. As we have done in the past, this resolution is to start the dangerous structure process which will give the property owner more time to have the structure demolished. Otherwise, the process will have to have occurred within 30 days or the city would have had to take action or return the insurance proceeds. The property owner is working with a contractor already and has stayed in communication on the process so far. Just needs some more time to complete the work.

14. Nuisance Notices:

Kimberly Davidson - 501 S Lincoln (Health and Vehicle)

William Leonard Foss II - 536 S Kansas (Health and Vehicle)

Brinda K Nygaard - 419 N Jennings (Vehicle)

Andrea L & Greg L Catherwood - 323 S Bluff (Vehicle)

15. City Surveillance Equipment

A bid spec sheet has been prepared however, an initial quote has caused Kenny to want to pause and return to Commission to verify direction before proceeding further.

16. Community Wellness in the City of Anthony and Harper County

There is a group meeting on the topic of "community wellness" and I want to just share a little of the conversation that has taken place so far and gauge some Commission input.

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17. Costs of Damage from Freeze Event

At the meeting we will have the costs of damage from this event. However, we have learned that FEMA is not going to have funding available after all. Sherri will update you at the meeting.

EXECUTIVE SESSION

15. Executive Session to discuss housing in Anthony in accordance with the "Preliminary discussion of the acquisition of real property, K.S.A. 75-4319 (b) (6)."

Admin's Report:

1. Street Capital Planning – The Cost-Share Grant has been submitted and received by KDOT. The grants will be awarded mid-May. Keep in mind, this currently commits \$385,085.50 of the \$600,000 in street capital. By the next Commission meeting we will have the tree trimming and chip and seal estimates. We actually received them today but need time to ask some questions on one of them so I have moved it to the next Commission meeting.

2. Emergency Alert Sirens – We were having some trouble with the siren at the east park, but Jerry worked with Mobile Radio and it is corrected now. If you have any callers, it should be working properly again.

3. Kansas Government Journal – Take note of the article "COVID-19: The Year Cities Responded to a Pandemic" in the March 2021 edition of the Kansas Government Journal. It is a nice summary of what some cities did during COVID-19 to meet needs, be creative, and celebrate small wins. The City of Anthony is briefly mentioned on page 42 for giving the grants to businesses (though they included it in the CARES Act section and the grants were actually CDBG funds). Still, it is a nice article.

4. ADA Lift at the Pool – The lift has been properly repaired and is ready for the swim season.

5. County Tax Sale – The tax sale will be held on April 8th at 10:00 am at the Harper County Courthouse. 432 S Anthony is on this sale. Due to this, I have listed the discussion for dangerous structure to be held at the next City Commission meeting, after the results of the tax sale.

6. Airport Turf Runway – In January when the Commission approved the annual CIP plan for the airport, there was a question about whether or not the turf runway was required. Darin verified that runway 18-36 for the 10.5 knot has a 94.52%. The turf runway is required if the number is under 95% so, just barely, but yes required. Therefore, we should probably keep it on our plan.

7. 112 S Jennings Chris Elliott building – I have continued to work with Hugh Barker on many details of the demolition. He has committed to submit a bid in the next few days. I have also prepared an Indemnity Agreement to address liability from the property owners to the City/Contractor.

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8. Campsite B – Work continues in Campsite B. Should wrap up the end of this week or beginning of next.

9. Campspot – Sherri, Terry, and I have continued to get this site ready to launch. We are in the final stages and have a tentative launch date for May 1st. I hope to have

10. Municipal Hall Roof – A&R Roofing is completing the work on the roof Monday. It looks really good. Photos enclosed for reference. They did repair the areas we requested and fully coated, even up the parapet wall, as we requested. The job looks good. There was some overspray on some vehicles traveling on Main street Saturday. A&R is covering the cost for those vehicles to be detailed (as the product can be washed off). If you get a call from any citizen with this complaint just have them call me, we will take care of them.

11. American Rescue Plan Act – There is another round of COVID assistance coming with benefits like that of the CARES Act. However, this time the funding will be provided directly to the City instead of working through the County. The first half of the City's eligible funds will be distributed in the first year and the second half in the second year. The City will have until December 31, 2024 to expend the funds. There is nothing that qualifies a City to receive the funds, it will be an automatic distribution. Preliminary view of allowable uses: Response to public health, including distribution to hard hit industries that suffered due to COVID-19, premium or hazard pay for essential workers, provide government services (but only as it relates to services having experienced revenue loss due to COVID-19), and necessary water, sewer, and broad band improvements. That one is interesting, "water and sewer improvements". The funds cannot be contributed to employee pension funds or be used to pay for any other expense currently covered under another COVID program. I will keep you posted as more information unfolds.

12. Rural Development Grant for Cells 1 & 2 on the Wastewater Lagoons – Spent time gathering more data for this grant consideration. I had hoped to hear something from RD by this Commission meeting but at the time of this report, I have not. We are struggling pretty hard to justify getting the grant at this point. Final conclusions remain to be seen but we are trying hard. Will hopefully have information soon.

13. Department Activities:

Street – Assisted at Campsite B, mowing, weed eating, sprayed ballfields, grading, cleaned drainage ditch on west side of lake, burnt brush pile east of town.

Water/WW – Finished painting light poles at lake, removed the trees at 13W, installed pump at golf course, repaired water meters, mowing, repaired picnic tables at lake, lift station maintenance, and installed new water service at 220 N Franklin.

Electric Distribution –
Worked in Camp Site B

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Outage 4 miles west and 4.5 miles south, cause was tree blown over on primary wire
Outage 2.5 miles east on HWY 44, cause was unknown at well site
Partial power 1102 N. Anthony, cause from bad WR connector
Worked on Siren at the East Park, Radio not working
Locates
Turn Off and Just Read orders
Door Knockers for past due utility bills
Helped Street Department cut trees
Worked on Siren at east park. Found that the Coax was broke
Rebuilt transformer connection at 530 South Bluff
Set pole and anchor at Lake Shore Drive and Trap Shoot Drive
Worked on pathway lights around campsite B
Outage on South Springfield, cause from squirrels
Outage on South Pennsylvania, cause was broken termination
Had a report of missing crossarm brace bolt 6 miles north and .5 mile west
Fixed street light in 100 block North Pennsylvania
Gene's IGA electric meter was dead, cause from broken potential wires
Removed service from collapsed barn 4 miles west and 2 miles north
Cut down tree and hooked up service to 718 N. Lincoln
Set the irrigation pump in the lake for Golf Course

Electric Production – No report was submitted.

Mechanic – No report.