

To: City Commissioners  
From: Cyndra Kastens

Re: City Clerk/Administrator Report  
3/5/24

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**Wednesday March 6<sup>th</sup> will be a statewide tornado drill at 11:00 a.m.**

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**PUBLIC COMMENT –**

*Public Comment allows the public an opportunity to address the City Commission. There is a five minute per person limit on public comments.*

**CONSENT AGENDA**

1. Approve February 20, 2024 Regular Meeting Minutes
2. Approve February 29, 2024 Special Meeting Minutes
3. Appropriation Ordinance No. 3185-\$121,060.65
4. Approve 02.27.2024 Payroll \$60,510.31
5. Reappointment of Cyndra Kastens as KMEA Director 2 Until April 30, 2026

*This is the reoccurring bi-annual appointment as required by KMEA.*

6. Approval to Submit Bid for 14 Loads Blue Base AB-1 Rock

*We need rock at the power plant, 138kV substation, and at the lake. This bid would cover all of those locations with 14 loads at around 24-26 ton per load.*

**PUBLIC HEARINGS - NONE**

**REGULAR BUSINESS**

7. Bid Opening for Lake Boat Ramp Repair or Replacement
8. Bid opening for MAG Meter - Water
9. Approve Submission of Spring 2024 KDOT Cost-Share Grant

*The Commission redirected me away from applying for cost-share for replacement of concrete streets (around the courthouse, east side of the COOP service station, etc) since we could not get it funded and it was not a good fit for cost-share dollars. The Commission then directed me to apply for cost-share for the crosswalk and sidewalk on LL&G for public safety as it is a need and a better KDOT Cost-Share fit. If we are going to pursue that grant, it is time to apply. I will have the details at the meeting.*

10. Approve HRA Summary Plan Description Update for Health Insurance Renewal

*When the Commission approved the 2024 health insurance renewal, I made you aware that we would still need to clean up the Health Reimbursement Account language of the HRA plan that was not cleaned up well since we switched to level-funding last year. We need to get this completed so HUB*

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*can insert the language in our Employee Benefit guides and have them available April 1 to the employees.*

11. Old Street Signs Discussion

*It's time to decide the fate of the sought-after old street signs the street department removed when they hung the new ones. Several commissioners have reached out with ideas, I will let you all discuss it at the meeting.*

12. Approve Lake Camp Host for 2024 Camping Season

*We would like to start advertising to secure a camp host again for the 2024 camping season. Standard package for a volunteer camp host is free camping May 1 – September 15 and \$200 per month for fuel.*

13. Approve Friendship Meals Annual Facility Agreement

*This is the standard annual agreement for Friendship Meals. The only change in the agreement is the addition of paragraph #3. I drafted the paragraph, and it was reviewed and approved by Aging Projects. I will explain more at the meeting.*

14. Health Resolution No. 1143 - 526 S. Lincoln - Smith 2024

15. Approve February 2024 Court Report

*Side Note: Gina was not sure where to put the court report on the agenda. In 2023 it was sometimes on the consent agenda and sometimes on the regular agenda. At the end of the commission meeting, please provide guidance as to where the Commission would like this agenda item to appear each month? Consent or Regular items to discuss it.*

**Admin Report:**

1. Metal Art in the Right of Way – I received the response back from Strong's Insurance after consulting with EMC in regard to metal art in the right of way. The insurance agent provided the following statement:

*"After reviewing the photos and the placement of the metal art, EMC has advised that the City should require the removal of the sculpture from City property.*

*Our underwriter did not go into detail, but she did state that she had to go to her directors on this for further input as she has never had to deal with any similar situation."*

At this point I believe it would be up to the Artist and /or PRIDE committee to come back to the city with a proposal if they are still requesting consideration for art to be located on city property. Please let me know if this is not accurate or if you would like this back on the agenda prior to receiving some form of request/plan from the Artist/PRIDE. Otherwise, I will prepare a letter from the city making them aware of the information we received from insurance and let them know if they would like the city to consider any other options or

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locations, they need to prepare a plan and bring it back to a commission meeting. Let me know if you want me to proceed differently on the topic.

2. BASE Grant – Concrete construction has moved steady with the exception of a few cold days where temperatures did not permit continued pouring. We are 95% done with the curb and 35% done with paving. Weather permitting, we should have about 6 working days left to pour and then start on final dirt work and seeding.
3. KCC 40101(d) Grid Resilience Grant – I received word from the KCC that the City of Anthony has been selected as one of only nine awards across Kansas for this grant. The project still has to be presented to the DOE for approval and we will need to provide KCC with some information they are required to include in this recommendation for approval so technically, there could be a change but for now, KCC is recommending our project!! Woohoo! To remind you, this is the grant that will help pay for two critical alley electrical rebuild projects (Springfield/Lincoln and Kansas/Bluff) and circuit rebuild of the four reclosers at the in-town switching station that we really need to complete.

Bad news, I had not yet completed the application to the Build Kansas Fund for the match commitment. I will stay late this evening and get that done. But still, super exciting!!

4. Billboard/Off-Site Sign Text Amendments – Sherri and I have continued to work with Russ Ewy, our Planning Consultant, to draft language for review of the necessary text amendments to clean up the billboard language in the UDC. The Planning Commission could not meet February 27<sup>th</sup> due to lack of quorum but we will meet on March 26<sup>th</sup> and the Planning Commission is prepared to hold a special meeting the following week to keep on our timeline.
5. Power – Larry and I attended the EMP2 Meeting last week in McPherson. Of the 15 cities represented in this EMP, Anthony's January delivery sheets showed that we were 4<sup>th</sup> lowest in power cost. Actually, if you do not consider Russell and Garden City (they ran so their numbers are lower but their gas cost from running was not included), we were actually 2<sup>nd</sup> lowest. Now that's not all in but it's still very good. It will be time to start discussing our power portfolio since our peak power contract ends 9/30/24. We will start working with KMEA to present a review of where we will have risk and what current contract pricing, and options will look like. It's also an excellent time to start talking solar and how that may or may not fit in the portfolio for our power cost to citizens.
6. Street Operational Plan – Bryan and I met again and made more headway on the street operational plan. We have decided to wait and bid out the tree trimming in May to allow more time to gain additional leaves on the trees, which is what you need to see to determine the weight and how far the tree is hanging. Bryan is meeting with Joel on Wednesday of this week to review the street sealing map to determine which streets are beyond repair and will need replacement. We are still gathering all of our facts to bring in a full presentation for summer 2024 street plans.

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7. End of Year Financials/Audit – We have started gathering the data for the 2023 audit. The audit is scheduled for April 11<sup>th</sup>.
8. Municipal Hall – The Hall was treated again on March 1<sup>st</sup> as a precaution. So far, only one dead bug was found in the interim which is suggestive that the chemical treatment was doing its job. We will inspect again next month for good measure.
9. Street Signs – All of the new blue street signs are up! I have attached before and after pic of the shop floor. Now the Commission will need to decide what to do with the old signs. There is an item on the agenda for this discussion.



10. Housing Development at Anthony Lake – We need to set up another work session to prepare the counter proposal for the housing development. Please do this at the end of this commission meeting.