

**To: City Commissioners**  
**From: Cyndra Kastens**

**Re: City Clerk/Administrator Report**  
**4/4/23**

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**Happy Easter!**

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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 3.21.23 Regular Meeting Minutes
2. Appropriation Ordinance No 6133 \$277,797.89
3. Approve 03.28.2023 Payroll \$62,493.57
4. Approve KA-6909-01 FY25 KDOT CCLIP Agreement (Main and Anthony Intersection)

**PUBLIC HEARINGS - NONE**

**REGULAR BUSINESS**

5. Dangerous Structure Request for Extension - Lot 1 Block 73 a.k.a. Southwest Corner of Grant and S. Massachusetts - Rathgeber
6. Approve Opioid Settlement with Teva, Allergan, CVS, Walgreens, and Walmart - Deputy Chief Nate Houston

*I have assigned the Opioid Grant and Project to Deputy Chief Houston. We have taken in around \$5,000 so far and do plan to have more funds coming. There is a second round of settlements (the first round was with Pharma and the second round is with distributors). The city will need to approve the agreements Nate will present to participate in the second-round settlements as well.*

7. 7. Planning Commission Recommendation for Approval of Ordinance S-310 Rezone 120 N LL&G \*\*Roll Call

*This is to rezone the drainage basins to match the B-1 zoning of the rest of the Family Dollar property.*

8. Planning Commission Recommendation for Approval of Ordinance S-311 Rezone 103 W Steadman \*\*Roll Call

*Since Day Cares are not common to business districts (but allowable in residential) Harper County made application to change the zoning of the property to R-1 Residential and then is further seeking a special use permit (next agenda item) to allow for a day care. The Commission will need to review each request separately. The first request is to convert this property to a residence. This right will run*

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*with the land, even later if a day care is no longer used here. So, you must first consider whether this location is conducive to residential use. Next, you would consider the special use for the day care. I recommend you read the planning commission reports to familiarize yourself with the case.*

9. Planning Commission Recommendation for Approval of Ordinance S-312 Special Use Permit in R-1 Residential \*\*Roll Call
10. Reappoint Larry Berry as City of Anthony Director 1 for KMEA - Permanent Appointment Until Removed

*The Commission can consider another 2-year renewal or a permanent appointment until changed.*

11. Request to Obtain Bids for VFD's For High Service Pump #2

*This should say a bid for a VFD, singular. We need a VFD put on pump #2 at the high service wells. Ever since we had it repaired, it is experiencing horrendous water hammering when it shuts down. We need to correct this before we have a greater issue. It will be over \$5,000 so the Commission will need to approve to submit to bids.*

12. Health Resolution No. 1117 308 S. Madison Davis 2023

*This is a resolution to proceed since the clean up requirements were not met within the 10-day time frame.*

13. Dangerous Structure Resolution No. 1118 of Findings of Unsafe or Dangerous Structure Williams 2023

*This is a reprint due to a typographical error.*

14. Dangerous Structure Ordinance S-313 Directing Action To Remove 301 N. Kansas Drosselmeyer 2023 \*\*Roll Call Vote

*This ordinance takes official action to proceed with demolition due to non-compliance.*

15. 2023 EMC Insurance Renewal

*We have received our insurance renewal. A summary is attached to my report for reference. I will recap the information presented by our agent at the meeting.*

#### Admin Report:

1. Turf Runway Rehab – Due to FAA delays in finalizing design plans, the bid open date for the runway rehab was pushed back to April 18<sup>th</sup> to allow the recommended 4-week response time for contractors. These bids will be opened at 3:00 p.m. on this date for the runway rehab and the dirt work for the AWOS. Darin Neufeld will host the opening and then prepare a bid tabulation sheet to present at the commission meeting the evening of the 18<sup>th</sup> for contractor selection and grant submission approval.

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2. AWOS & Beacon – We will host another bid opening for the AWOS & Beacon post contractor selection for the turf runway. This will give local contractors and the selected contractor on the turn runway project the opportunity to bid the very minor dirt work for this project.
3. Wayne Dennis Committee – I have communicated the commission's instructions with Erin Albright. A copy of the formal letter for her to share with the committee members is in your packet. I have also offered to come visit the committee in person. All members will remain in place until May 1<sup>st</sup>, then we will start following the term rule of 3 years set by Mr. Dennis. There are two applications they are reviewing now for consideration of funding and three new names of local citizens interested in serving on the committee.
4. Streets – Circle C has delivered \$36,344 worth of material (this bill is in this AP) and plans to start chip and seal around May 1<sup>st</sup>. The street department has been working on crack sealing any of these streets for prep work.
5. Golf Course Irrigation – Lots of concerns with the greens right now as drought continues to threaten viability at the course. I am continuing my research and Commissioner Hodson and I will have a work session with the Golf Board on Tuesday the 11<sup>th</sup> as guided by the City Commission to discuss options and report back.
6. Housing Committee Update - The housing committee met again on March 30<sup>th</sup> to review the county wide data. The surveys will wrap up this week and Cheryl will present the findings of the surveys and the interviews with local businesses at the April 13<sup>th</sup> Housing Committee meeting. This is when we expect the committee members to start identifying our top housing needs. We will also be reviewing some of the plans and program to help meet some of those needs. A public meeting is still slated to be held but not scheduled. This was delayed until the committee could have a chance to review the data. We hope to be within a month of having final needs identified to present to the City Commission. Give or take when the public hearing will take place. I will keep you posted on that date. It will be at Chaparral.
7. Rec Trails Grant – I did have surgery on the 23<sup>rd</sup> but was able to prepare a presentation and deliver it to the Trails Council on the 24<sup>th</sup>. Now we wait. They did not give a timeline to announce awards.
8. Cost-Share Grant – The KDOT cost share grant was submitted by the deadline.
9. Department Reports – Randy was out last week so I will have him prepare a report and hand it out at the commission meeting.