



CITY COMMISSION AGENDA
MONDAY, MARCH 1, 2021
204 W. 11TH ST. – 5:00 P.M.

JOHN GARCIA – MAYOR
AARON THOMPSON – VICE MAYOR
JAY DEE BRUMBAUGH – COMMISSIONER
JJ HOWARD – COMMISSIONER
GARY FARRIS – COMMISSIONER

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance
- C. Approval of Agenda

2. PUBLIC COMMENT

3. CONSENT AGENDA

- A. 02-16-2021 Commission Meeting Minutes
- B. Appropriation Ordinances 2021-05; 2021-05A; 2021-P05
- C. Reappointment of Cara Daise to the Goodland Housing Authority Board
- D. Reappointment of Tracy Hillmer to the Goodland Housing Authority Board
- E. Reappointment of Harold Gillihan to the Goodland Housing Authority Board

4. FORMAL ACTIONS

- A. FAA Reimbursable Agreement
- B. Sherman County Speedway Funding Request

5. DISCUSSION ITEMS

- A. Electrical Emergency Declaration

6. REPORTS

- A. City Manager
 - (1) COVID Relief Funds
- B. City Commissioners
- C. Mayor
- D. Department and Community Reports

7. EXECUTIVE SESSION

- A. Under the authority of KSA 75-4319 (b)(2) for consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship.
- B. Action from Executive Session, if any

8. ADJOURNMENT

- A. Next Regular Meeting:
Monday, March 15, 2021

NOTE: Background information is available for review in the office of the City Clerk prior to the meeting. The Public Comment section is to allow members of the public to address the Commission on matters pertaining to any business within the scope of Commission authority and not appearing on the Agenda. Ordinance No. 1730 requires anyone who wishes to address the Commission on a non-agenda item to sign up in advance of the meeting and to provide their name, address, and the subject matter of their comments.

GOODLAND CITY COMMISSION
Regular Meeting

February 16, 2021

5:00 P.M.

Mayor John Garcia called the meeting to order with Vice-Mayor Aaron Thompson, Commissioner Jay Dee Brumbaugh, Commissioner J. J. Howard and Commissioner Gary Farris responding to roll call.

Also present were Dustin Bedore – Director of Electric Utilities, Frank Hayes – Chief of Police, Joshua Jordan – IT Director, Kenton Keith – Director of Streets and Facilities, Neal Thornburg – Director of Water and Wastewater, Danny Krayca – Director of Parks, Mary Volk - City Clerk and Alan Lanning - City Manager.

Mayor Garcia led Pledge of Allegiance

Approval of Agenda – ON A MOTION by Vice-Mayor Brumbaugh to approve Agenda as presented seconded by Commissioner Howard. MOTION carried on a VOTE of 5-0.

PUBLIC COMMENT

PRESENTATIONS & PROCLAMATIONS

- A. The Goose Has Landed** – Alan introduced the new police canine to the Commission. Canines require commitment, money and time. Officer Mader stated, I would like to thank the Commission and Chief Hayes for allowing the City to purchase a new canine. Blade was a good dog, but had issues. Goose is still a puppy that we got from Colorado Springs.
- B. Sherman County Speedway** – Tanner Schmidt, Vice-President of the Speedway Association stated, we would like to ask the City to continue donation to the speedway. We have a special race scheduled for the fair. Cost to host the event is \$6,000. Fair board has committed \$3,000 and we are asking City for the other half. The event is Late Models. Alan asked, is there a deadline you need the money? Tanner stated, the earlier the better, but at least by August 7th. Commissioner Thompson stated, I feel this is a good idea; bring item back to next meeting and determine where we will get the money. Consensus of Commission is in agreement with Commissioner Thompson.

CONSENT AGENDA

- A. 02/01/21 Commission Meeting Minutes**
- B. Appropriation Ordinances: 2021-04, 2021-04A and 2021-P04**
- C. Reappointment of Jan Lohr to Goodland Cemetery Board**
ON A MOTION by Vice-Mayor Brumbaugh to approve Consent Agenda seconded by Commissioner Farris. MOTION carried on a VOTE of 5-0.

FORMAL ACTIONS

- A. Home Rehabilitation Project** - Alan stated, I prepared the plan with changes suggested. Commissioner Thompson stated, I believe the plan looks good. Alan stated, we will be more formal in the application process defining criteria. **ON A MOTION by Commissioner Howard to approve Home Rehabilitation Project Plan as presented seconded by Commissioner Thompson. MOTION carried on a VOTE of 5-0.**
- B. IFB 2021-01: Mini Excavator Bid Award** - Alan stated, we accepted bids for a mini excavator that is in budget to assist staff with in house work and excavation. The bids came in better than expected. We recommend awarding bid to Yost Farm Supply in the amount of \$59,500. Kenton stated, we would like to add the option of the backup camera in the amount of \$593 and the OcaLaser (grade/slope) in the amount of \$2,315. Total cost of mini excavator is \$62,408. Commissioner Howard asked, what is the warranty? Jason Ketter stated, there is a two year warranty. **ON A MOTION by Commissioner Farris to approve the purchase of the mini excavator from Yost Farm Supply in the amount of \$62,408 seconded by Vice-Mayor Brumbaugh. MOTION carried on a VOTE of 5-0.**

DISCUSSION ITEMS

- A. Review of Board Applicants** – Alan stated, Housing Authority is requesting the reappointment of three board members, Cara Daise, Tracy Hillmer and Harold Gillihan. Mayor Garcia stated, please review and bring back to next meeting for approval.

REPORTS

- A. City Manager - 1.** Public Water Supply Inspection Report regarding the City water system is included in your packet. It states the City should train a backup certified water operator as Neal is our only operator. It also states the operation and maintenance of water system is good. It is a positive report. **2.** Trying to put into context for the Commission the value of utility system's the City operates. The Infrastructure Report show the costs to replace the water and sewer systems. The total value of systems exceed \$23,000,000. Combine that with the cost to replace roads. Commissioner Thompson stated, that is good information. Alan stated, we have fifty-three miles of streets. Cost to replace a block in concrete is \$225,000 while asphalt costs \$190,000 for one block. The information shows the financial impact on the business to replace the system. **3.** The Retail Leakage and Surplus Analysis report is from Buxton out of Texas. I contacted them to get information for the new community development board to know what we should be targeting. There is power in the data to strategically move forward. Data presented is for Goodland and shows we have more supply than demand so citizens are under spending in the community. Out of the \$51,000,000 available, citizens only spend \$23,000,000 locally. I am asking Buxton for a meeting with the board to present information. Their services do not come free. All three modules are \$35,000 annually. Mayor Garcia stated, it looks like a lot of dollars are leaving the community. Alan stated, yes, that is the issue in a lot of places. Commissioner Thompson asked, what did this information cost? Alan stated, no cost for this report. Commissioner Thompson stated, so they provide the information in hopes you purchase more modules. Alan stated, yes, the goal is to get a grip on what your community is trying to accomplish. Mayor Garcia asked, are there measures in the information to guide us in a strategy to keep the dollars here. Alan stated, the data is basic, matching and accessing customers for services provided. **4.** I sent out a Governance Policy to Commission, if you have questions feel free to ask. We will discuss as a group later. Vice-Mayor Brumbaugh asked, I see the County is buying a mini excavator as well. Is there communication between the City and County so we can work together to purchase larger equipment? Kenton stated, I talked to Rod Roeder and he indicated they get CAT equipment no matter what and you see it was a higher bid. There is no issue if it is bigger equipment but purchase will have to go through both commissions. Vice-Mayor Brumbaugh stated, just a suggestion for future equipment that both entities use.

B. City Commissioners

Commissioner Thompson – 1. Thank you to the employees working hard out in the cold these past few days.

Vice-Mayor Brumbaugh – 1. No Report

Commissioner Howard - 1. City crews have been working hard on these cold days. I appreciate all their hard work.

Commissioner Farris – 1. No Report

- C. Mayor – 1.** We are fortunate to have our power plant to operate when others are experiencing black outs. Appreciate the guys out moving snow.

ADJOURNMENT WAS HAD ON A MOTION Vice-Mayor Brumbaugh **seconded** by Commissioner Farris. **Motion carried by unanimous VOTE, meeting adjourned at 5:27 p.m. Next meeting is scheduled for March 1, 2021.**

ATTEST:

John Garcia, Mayor

Mary P. Volk, City Clerk

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

				3784	AMAZON CAPITAL SERVICES					
13CF-QYXR-YWDP	1	2/12/21		OFFICE CHAIRS X 2/NOTARY STAMP	11-03-3120			393.97	63093	3/01/21
				AMAZON CAPITAL SERVICES				----- 393.97		
				2871	AMERICAN FAMILY LIFE					
PR20210212	1	2/12/21		AFLAC CANCER	11-00-0012	N	79.89	3045267	2/19/21	E
PR20210212	2	2/12/21		AFLAC CANCER	15-00-0012	N	49.53	3045267	2/19/21	E
PR20210212	3	2/12/21		AFLAC ACCIDENT	11-00-0012	N	79.68	3045267	2/19/21	E
PR20210212	4	2/12/21		AFLAC ACCIDENT	15-00-0012	N	69.72	3045267	2/19/21	E
PR20210212	5	2/12/21		AFLAC ACCIDENT	23-00-0012	N	14.28	3045267	2/19/21	E
PR20210212	6	2/12/21		AFLAC ST DISB	11-00-0012	N	23.76	3045267	2/19/21	E
PR20210212	7	2/12/21		AFLAC ST DISB	15-00-0012	N	82.92	3045267	2/19/21	E
PR20210212	8	2/12/21		AFLAC ST DISB	23-00-0012	N	17.82	3045267	2/19/21	E
PR20210212	9	2/12/21		AFLAC LIFE RIDR	15-00-0012	N	2.76	3045267	2/19/21	E
PR20210212	10	2/12/21		AFLAC LIFE	11-00-0012	N	9.66	3045267	2/19/21	E
PR20210212	11	2/12/21		SPEC HLTH EVENT	11-00-0012	N	20.10	3045267	2/19/21	E
PR20210212	12	2/12/21		AFLAC HOSP CONF	11-00-0012	N	43.44	3045267	2/19/21	E
PR20210212	13	2/12/21		AFLAC HOSP CONF	21-00-0012	N	26.28	3045267	2/19/21	E
				AMERICAN FAMILY LIFE				----- 519.84		
				1389	AMERICAN FID					
PR20210212	1	2/12/21		AF CANCER AT	11-00-0012	N	23.00	3045264	2/19/21	E
PR20210212	2	2/12/21		AF CANCER AT	15-00-0012	N	16.15	3045264	2/19/21	E
PR20210212	3	2/12/21		AF CANCER AT	21-00-0012	N	9.90	3045264	2/19/21	E
PR20210212	4	2/12/21		AMER FID CANCER	11-00-0012	N	164.64	3045264	2/19/21	E
PR20210212	5	2/12/21		AMER FID CANCER	15-00-0012	N	118.65	3045264	2/19/21	E
PR20210212	6	2/12/21		AMER FID CANCER	21-00-0012	N	26.95	3045264	2/19/21	E
PR20210212	7	2/12/21		AMER FID LIFE	11-00-0012	N	151.54	3045264	2/19/21	E
PR20210212	8	2/12/21		AMER FID LIFE	15-00-0012	N	302.52	3045264	2/19/21	E
PR20210212	9	2/12/21		AMER FID LIFE	21-00-0012	N	91.75	3045264	2/19/21	E
PR20210212	10	2/12/21		AMER FID LIFE	23-00-0012	N	80.25	3045264	2/19/21	E
PR20210212	11	2/12/21		AM FID ACCIDENT	11-00-0012	N	92.75	3045264	2/19/21	E
PR20210212	12	2/12/21		AM FID ACCIDENT	15-00-0012	N	93.10	3045264	2/19/21	E
PR20210212	13	2/12/21		AM FID HOSPITAL	15-00-0012	N	26.99	3045264	2/19/21	E
PR20210212	14	2/12/21		AM FID HOSPITAL	21-00-0012	N	15.93	3045264	2/19/21	E
PR20210212	15	2/12/21		AM FD DISABILTY	11-00-0012	N	67.84	3045264	2/19/21	E
PR20210212	16	2/12/21		AM FD DISABILTY	15-00-0012	N	18.36	3045264	2/19/21	E
PR20210212	17	2/12/21		AF CRITICAL CR	11-00-0012	N	16.59	3045264	2/19/21	E
PR20210212	18	2/12/21		AF CRITICAL CR	15-00-0012	N	9.74	3045264	2/19/21	E
				AMERICAN FID				----- 1326.65		
				1390	AMERICAN FIDELITY					
PR20210212	1	2/12/21		AF MED REIMBURS	11-00-0012	N	356.25	3045265	2/19/21	E
PR20210212	2	2/12/21		AF MED REIMBURS	15-00-0012	N	177.50	3045265	2/19/21	E
PR20210212	3	2/12/21		AF MED REIMBURS	21-00-0012	N	50.00	3045265	2/19/21	E
PR20210212	4	2/12/21		AF MED REIMBURS	23-00-0012	N	25.00	3045265	2/19/21	E
				AMERICAN FIDELITY				----- 608.75		
				3577	AXON ENTERPRISE IN C					
SI-1715337	1	2/08/21		SPARE CARTRIDGE BATTERY PACK	11-03-4020			373.86	63094	3/01/21

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

3577 AXON ENTERPRISE IN C								-----		
AXON ENTERPRISE IN C								373.86		
3774 B&H PHOTO-VIDEO										
184406282	1	2/03/21	19212	TONERS		11-03-3120		499.14	63096	3/01/21
184406282	2	2/03/21	19212	TONERS		11-02-3120		209.49	63096	3/01/21
184406282	3	2/03/21	19212	TONERS		15-44-3120		57.23	63096	3/01/21
184406282	4	2/03/21	19212	TONERS		11-04-3120		76.94	63096	3/01/21
184406282	5	2/03/21	19212	TONERS		11-09-3120		83.79	63096	3/01/21
184406282	6	2/03/21	19212	TONERS		11-07-3120		83.79	63096	3/01/21
184406282	7	2/03/21	19212	TONERS		15-40-3120		100.42	63096	3/01/21
184406282	8	2/03/21	19212	TONERS		11-11-3120		115.31	63096	3/01/21
184406282	9	2/03/21	19212	TONERS		21-40-3120		115.30	63096	3/01/21
184406282	10	2/03/21	19212	TONERS		11-17-3120		192.73	63096	3/01/21
184431632	1	2/04/21	19212	TONER CARTRIDGE		11-25-3120		154.26	63096	3/01/21
184431632	2	2/04/21	19212	TONER CARTRIDGE		11-03-3120		598.74	63096	3/01/21
184431632	3	2/04/21	19212	TONER CARTRIDGE		11-02-3120		232.94	63096	3/01/21
184431632	4	2/04/21	19212	TONER CARTRIDGE		11-09-3120		232.94	63096	3/01/21
184431632	5	2/04/21	19212	TONER CARTRIDGE		11-17-3120		232.94	63096	3/01/21
184431632	6	2/04/21	19212	TONER CARTRIDGE		11-07-3120		232.94	63096	3/01/21
184431632	7	2/04/21	19212	TONER CARTRIDGE		15-44-3120		740.46	63096	3/01/21
184431632	8	2/04/21	19212	TONER CARTRIDGE		15-40-3120		77.32	63096	3/01/21
184506484	1	2/05/21	19212	10-BROTHER TONERS		15-44-3120		502.10	63096	3/01/21
184506484	2	2/05/21	19212	2-BROTHER TONERS		11-04-3120		100.42	63096	3/01/21
884958877	1	2/18/21	19213	4-TONER TN760		11-03-3120		266.84	63096	3/01/21
884958877	2	2/18/21	19213	TONER TN760		11-11-3120		66.71	63096	3/01/21
884958877	3	2/18/21	19213	TONER TN760		11-15-3120		66.71	63096	3/01/21
884958877	4	2/18/21	19213	DRUM DR730		11-03-3120		87.99	63096	3/01/21
884958877	5	2/18/21	19213	DRUM DR730		11-15-3120		87.99	63096	3/01/21
B&H PHOTO-VIDEO								-----		
								5215.44		
1184 BAYSINGER POLICE SUPPLY										
1040872	1	2/17/21		GRAC OVERT CARRIER/ARMOR IIIA		36-01-4010		1475.74	63097	3/01/21
BAYSINGER POLICE SUPPLY								-----		
								1475.74		
374 BLACK HILLS ENERGY										
GEN21-88	1	2/11/21		GAS CHARGES WOLAK BUILDING		11-07-2100		389.43	63098	3/01/21
GEN21-89	1	2/11/21		GAS CHARGES ART CENTER		11-02-2100		122.29	63098	3/01/21
GEN21-90	1	2/11/21		GAS CHARGES WATER TREATMENT		21-40-2100		311.70	63098	3/01/21
GEN21-91	1	2/11/21		GAS CHARGES CITY BLDG		15-44-2100		107.95	63098	3/01/21
GEN21-91	2	2/11/21		GAS CHARGES CITY BLDG		21-40-2100		107.95	63098	3/01/21
GEN21-92	1	2/18/21		GAS CHARGES CEMETERY		11-19-2100		245.25	63098	3/01/21
GEN21-93	1	2/19/21		GAS CHARGES POLICE DEPT		11-03-2100		858.37	63098	3/01/21
BLACK HILLS ENERGY								-----		
								2142.94		
3827 BLACK INK										
1263	1	2/16/21	19371	3-HIGH VISIBILITY JACKETS		11-15-3160		270.00	63099	3/01/21
BLACK INK								-----		
								270.00		

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				

674 CITY OF GOODLAND, CASHIER										
GEN21-107	1	3/01/21		PD POSTAGE		11-03-3130		11.05	63100	3/01/21
GEN21-107	2	3/01/21		FD TAG FOR 2020 EXPEDITION		11-07-3120		31.25	63100	3/01/21
GEN21-107	3	3/01/21		OSSUARUIM STONE		05-01-4050		25.55	63100	3/01/21
GEN21-107	4	3/01/21		PD POSTAGE		11-03-3130		5.80	63100	3/01/21
GEN21-107	5	3/01/21		PD POSTAGE		11-03-3130		10.30	63100	3/01/21
GEN21-107	6	3/01/21		FILING CABINET/PD		11-03-3120		30.00	63100	3/01/21
GEN21-107	7	3/01/21		FACILITY FEE/3 VEHICHLES		15-42-3120		7.50	63100	3/01/21
GEN21-107	8	3/01/21		MAIL 1095'S		15-44-3130		10.10	63100	3/01/21
GEN21-107	9	3/01/21		PD POSTAGE		11-03-3130	N	5.00	63100	3/01/21

CITY OF GOODLAND, CASHIER								136.55		
1880 CITY OF GOODLAND-REFUND A										
GEN21-94	1	3/01/21		ELECTRIC DEPOSIT REFUND		20-01-5060		1650.00	63101	3/01/21
GEN21-94	2	3/01/21		WATER DEPOSIT REFUND		22-01-5070		900.00	63101	3/01/21

CITY OF GOODLAND-REFUND A								2550.00		
3842 CLEAVER BROOKS SALES										
1134423	1	10/23/20	19256	BOILER PARTS		15-00-0006		5196.49	63102	3/01/21

CLEAVER BROOKS SALES								5196.49		
2015 CONST.NEWENERGY										
3088463-1	1	2/05/21		GAS COST CITY BUILDING		15-00-0006		36.58	63103	3/01/21
3088463-1	2	2/05/21		GAS COST CITY BUILDING		21-00-0006		36.58	63103	3/01/21
3113757	1	2/11/21		GAS COST/CITY SHOP		11-11-2100		687.60	63103	3/01/21
3114803	1	2/12/21		GAS COST CITY BUILDING		15-44-2100		217.57	63103	3/01/21
3114803	2	2/12/21		GAS COST CITY BUILDING		21-40-2100		217.58	63103	3/01/21

CONST.NEWENERGY								1195.91		
3800 EMC INSURANCE COMPANIES										
L-15401669	1	2/09/21		PREMIUM		21-40-2060		389.73	63104	3/01/21
L-15401669	2	2/09/21		PREMIUM		21-42-2060		389.73	63104	3/01/21
L-15401669	3	2/09/21		PREMIUM		23-41-2060		389.73	63104	3/01/21
L-15401669	4	2/09/21		PREMIUM		23-41-2060		389.73	63104	3/01/21
L-15401669	5	2/09/21		PREMIUM		15-40-2060		5261.32	63104	3/01/21
L-15401669	6	2/09/21		PREMIUM		15-42-2060		5261.32	63104	3/01/21
L-15401669	7	2/09/21		PREMIUM		15-44-2060		779.45	63104	3/01/21
L-15401669	8	2/09/21		PREMIUM		11-02-2060		6625.35	63104	3/01/21

EMC INSURANCE COMPANIES								19486.36		
517 EVANS,BIERLY,HUTCHISON &										
12978	1	1/28/21		AIRPORT RWY		31-01-2040	M	9845.00	63105	3/01/21

EVANS,BIERLY,HUTCHISON &								9845.00		
211 FARM PLAN										
1924499	1	2/03/21	19456	HOSE/RING/90 SWIVEL-SKID STEER		11-11-3060		124.44	63106	3/01/21
1926435	1	2/09/21		SPACER/CLUTER-GATOR REPAIR		11-23-3060		738.14	63106	3/01/21

INVOICE NO	LN	DATE	PO NO	REFERENCE	TRACK		1099	NET	CHECK	PD DATE
					CD	GL ACCOUNT				
				FARM PLAN				862.58		
				2201 FASTENAL COMPANY						
KSCOB106397	1	2/04/21		100-1/4-20X1.5		11-11-3120		7.87	63107	3/01/21
				FASTENAL COMPANY				7.87		
				205 FRONTIER AG						
872234	1	2/12/21		DIESEL/GENERATOR		11-02-3070		294.00	63108	3/01/21
873053	1	2/16/21		BULK GASOHOL		11-11-2020		6388.02	63108	3/01/21
873501	1	2/18/21		BULK DIESEL		15-40-3060		15687.54	63108	3/01/21
				FRONTIER AG				22369.56		
				3778 GOODLAND REGIONAL MED						
PR20210212	1	2/12/21		GRMC		11-00-0012	N	76.15	63092	2/19/21
				GOODLAND REGIONAL MED				76.15		
				3272 GOODLAND ROTARY CLUB						
GEN21-98	1	3/01/21		2020 ROTARY DUES		11-00-0006		50.75	63109	3/01/21
GEN21-98	2	3/01/21		JAN-MARCH 2021 DUES		11-03-2080		52.25	63109	3/01/21
GEN21-99	1	3/01/21	18545	WINDLE DUES JAN-MARCH 2021		11-17-2080		52.50	63109	3/01/21
				GOODLAND ROTARY CLUB				155.50		
				206 GOODLAND STAR-NEWS						
465934	1	1/05/21		VAN ADVERTISING		11-06-2130		42.90	63110	3/01/21
465934	2	1/05/21		PUBLIC WORKS/HW		11-11-3120		313.20	63110	3/01/21
465934	3	1/05/21		UTILITY CLERK/HW		15-44-2130		174.00	63110	3/01/21
465934	4	1/05/21		LINEMAN/HW		15-42-2130		208.80	63110	3/01/21
				GOODLAND STAR-NEWS				738.90		
				3100 GRAINGER						
9787501106	1	1/27/21	19447	SAFETY GLASSES		15-42-2310		42.08	63111	3/01/21
9787501114	1	1/27/21	19447	SAFETY GLASSES		15-42-2310		68.28	63111	3/01/21
9787706176	1	1/27/21	19447	SAFETY GLASSES		15-42-2310		24.32	63111	3/01/21
9810978255	1	2/18/21	19279	INSTRUMENTATION LIGHTS		15-40-3060		24.60	63111	3/01/21
				GRAINGER				159.28		
				3610 GUYER, JONI R.						
GEN21-101	1	3/01/21		CEMETERY CARE/MARCH 2021		11-19-2140	M	3708.34	63112	3/01/21
				GUYER, JONI R.				3708.34		
				3855 HAM TOOLS						
D927	1	2/05/21	19457	29PC COLBALT DRILL BIT SET		11-11-3020		599.98	63113	3/01/21
				HAM TOOLS				599.98		
				391 HOOVER LUMBER						
278205	1	1/26/21		TREATED 4X4X8 BOARD		11-11-3120		28.30	63114	3/01/21

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391 HOOVER LUMBER										
278299	1	1/28/21	19367	SHOWER CURTAIN RING/ROSEWOOD	11-15-3120			5.38	63114	3/01/21
278442	1	1/30/21		KEY KWIKSET, MASTER PD	11-03-3120			8.58	63114	3/01/21
278460	1	2/01/21		12" SAWBLADE 80T FINISH	11-11-3120			49.49	63114	3/01/21
278581	1	2/03/21	18540	SHELF BUILDING SUPPLIES	11-17-3120			65.66	63114	3/01/21
278644	1	2/03/21		CONCRETE MIX	11-11-3120			9.10	63114	3/01/21
279345	1	2/17/21		CLOSER DOOR ADJUSTABLE	11-13-3030			58.49	63114	3/01/21
279369	1	2/17/21	19372	CAULKING, NAILS, ADHESIVE	11-21-3030			18.05	63114	3/01/21
279590	1	2/22/21		DRILL BITS 5/32"	11-11-3020			13.64	63114	3/01/21
279592	1	2/22/21		DRILL BITS 3/16"/CREDIT	11-11-3020			.72	63114	3/01/21
279647	1	2/23/21		2" 4X8 R-10 FOAM RIGID	15-40-3030			81.39	63114	3/01/21
279669	1	2/23/21	19373	PAINT SUPPLIES	11-25-3030			164.93	63114	3/01/21
313487	1	2/11/21		REAR WHEEL ASBLY/ROLL LATCH	15-40-3030			288.74	63114	3/01/21

HOOVER LUMBER								792.47		
1733 IN THE CAN LLC										
GEN21-100	1	3/01/21		SOLID WASTE MARCH 2021	30-01-2220			38545.00	63115	3/01/21
IN THE CAN LLC								38545.00		
1989 J ROD'S										
4819	1	2/22/21		UTILITY BILLS, ENVELOPES-BULK	15-44-3120			3201.22	63116	3/01/21
J ROD'S								3201.22		
1072 KANSAS PAYMENT CENTER										
PR20210212	1	2/12/21		INCOME WITHOLD	11-00-0012	N		497.08	3045263	2/19/21 E
PR20210212	2	2/12/21		INCOME WITHOLD	15-00-0012	N		392.31	3045263	2/19/21 E
KANSAS PAYMENT CENTER								889.39		
3392 KLING, JAKE D.										
GEN21-102	1	3/01/21		ATTORNEY FEES/MARCH 2021	11-02-2140	M		4000.00	63117	3/01/21
KLING, JAKE D.								4000.00		
523 KS PUBLIC EMP. RETIREMENT										
PR20210212	1	2/12/21		KPERS	11-00-0012	N		2227.65	3045262	2/19/21 E
PR20210212	2	2/12/21		KPERS	15-00-0012	N		1829.04	3045262	2/19/21 E
PR20210212	3	2/12/21		KPERS	21-00-0012	N		404.91	3045262	2/19/21 E
PR20210212	4	2/12/21		KPERS	23-00-0012	N		273.26	3045262	2/19/21 E
PR20210212	5	2/12/21		KPERS II	11-00-0012	N		1463.01	3045262	2/19/21 E
PR20210212	6	2/12/21		KPERS II	15-00-0012	N		1156.96	3045262	2/19/21 E
PR20210212	7	2/12/21		KPERS II	21-00-0012	N		81.09	3045262	2/19/21 E
PR20210212	8	2/12/21		KPERS II	23-00-0012	N		81.09	3045262	2/19/21 E
PR20210212	9	2/12/21		KPERS III	11-00-0012	N		3506.36	3045262	2/19/21 E
PR20210212	10	2/12/21		KPERS III	15-00-0012	N		1271.26	3045262	2/19/21 E
PR20210212	11	2/12/21		KPERS III	21-00-0012	N		558.19	3045262	2/19/21 E
PR20210212	12	2/12/21		KPERS III	23-00-0012	N		190.34	3045262	2/19/21 E
PR20210212	13	2/12/21		KPERS D&D	11-00-0012	N		484.00	3045262	2/19/21 E
PR20210212	14	2/12/21		KPERS D&D	15-00-0012	N		286.31	3045262	2/19/21 E
PR20210212	15	2/12/21		KPERS D&D	21-00-0012	N		70.22	3045262	2/19/21 E
PR20210212	16	2/12/21		KPERS D&D	23-00-0012	N		36.63	3045262	2/19/21 E

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523 KS PUBLIC EMP. RETIREMENT										

KS PUBLIC EMP. RETIREMENT							13920.32			
2611 KYLE RAILROAD										
170206	1	3/01/21		PIPELINE CROSSING		21-42-2140		1282.75	63118	3/01/21
170207	1	2/02/21		PIPELINE CROSSING		21-42-2140		1282.75	63118	3/01/21

KYLE RAILROAD							2565.50			
299 LAWSON PRODUCTS, INC.										
9308205647	1	2/08/21		TEFSEAL PIPE SEALANT floyd 620-338-6797		21-42-3120		112.75	63119	3/01/21

LAWSON PRODUCTS, INC.							112.75			
3859 MARTIN, DEBBIE										
GEN21-96	1	3/01/21		OVERPAYMENT ON ACCT		15-44-3180		135.78	63120	3/01/21

MARTIN, DEBBIE							135.78			
3860 MCNEELY, DANIELLE										
GEN21-97	1	3/01/21		OVERPAYMENT ON ACCT		15-44-3180		60.35	63121	3/01/21

MCNEELY, DANIELLE							60.35			
2104 NATIONWIDE TRUST CO. FSB										
PR20210212	1	2/12/21		NATIONWIDE TRST		11-00-0012	N	325.00	3045266	2/19/21 E
PR20210212	2	2/12/21		NATIONWIDE TRST		15-00-0012	N	265.00	3045266	2/19/21 E

NATIONWIDE TRUST CO. FSB							590.00			
3646 ND CHILD SUPPORT DIVISION										
PR20210212	1	2/12/21		ND CHILD SUPPOR		15-00-0012	N	114.93	3045268	2/19/21 E

ND CHILD SUPPORT DIVISION							114.93			
3390 NORTHWEST KS AMBULANCE										
PD CPR	1	2/10/21		7 PD CPR TRAINING		11-03-2170		350.00	63122	3/01/21

NORTHWEST KS AMBULANCE							350.00			
3502 O'REILLY AUTO PARTS										
5617-179972	1	2/10/21		WHEEL SEAL		15-42-3060		10.92	63123	3/01/21
5617-180209	1	2/16/21	19461	OIL/AIR FILTER VAN		11-06-3170		15.81	63123	3/01/21

O'REILLY AUTO PARTS							26.73			
3003 OVERHEAD DOOR CO. OF NW K										
1015	1	2/10/21		REPLACE TORSION SPRINGS		11-11-3030		748.45	63124	3/01/21

OVERHEAD DOOR CO. OF NW K							748.45			

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30 P I C										
2231	1	2/13/21		CONSULTING FEE/MARCH		11-02-2140		166.68	63126	3/01/21
2231	2	2/13/21		CONSULTING FEE/MARCH		11-03-2140		250.02	63126	3/01/21
2231	3	2/13/21		CONSULTING FEE/MARCH		11-04-2140		27.78	63126	3/01/21
2231	4	2/13/21		CONSULTING FEE/MARCH		11-07-2140		27.78	63126	3/01/21
2231	5	2/13/21		CONSULTING FEE/MARCH		11-09-2140		27.78	63126	3/01/21
2231	6	2/13/21		CONSULTING FEE/MARCH		11-11-2140		250.02	63126	3/01/21
2231	7	2/13/21		CONSULTING FEE/MARCH		11-15-3120		55.56	63126	3/01/21
2231	8	2/13/21		CONSULTING FEE/MARCH		11-17-2140		27.78	63126	3/01/21
2231	9	2/13/21		CONSULTING FEE/MARCH		21-40-2140		27.78	63126	3/01/21
2231	10	2/13/21		CONSULTING FEE/MARCH		21-42-2140		83.34	63126	3/01/21
2231	11	2/13/21		CONSULTING FEE/MARCH		23-41-2140		27.78	63126	3/01/21
2231	12	2/13/21		CONSULTING FEE/MARCH		23-43-2140		27.78	63126	3/01/21
2231	13	2/13/21		CONSULTING FEE/MARCH		15-40-2140		194.46	63126	3/01/21
2231	14	2/13/21		CONSULTING FEE/MARCH		15-42-2140		194.46	63126	3/01/21
2231	15	2/13/21		CONSULTING FEE/MARCH		15-44-2140		111.00	63126	3/01/21

P I C								1500.00		
1903 PACE ANALYTICAL										
2160126096	1	2/17/21		ANALYSIS		21-40-2070		81.00	63127	3/01/21

PACE ANALYTICAL								81.00		
2401 PAW WASH										
GEN21-103	1	3/01/21		ANIMAL CONTROL/MARCH 2021		11-05-2140		2250.00	63128	3/01/21

PAW WASH								2250.00		
3759 PRAIRIESPRINGS HOSPITALIT										
GEN21-104	1	3/01/21		REIMB SALES TAX		28-01-2050	N	5017.95	63129	3/01/21

PRAIRIESPRINGS HOSPITALIT								5017.95		
1683 PRINCIPAL MUTUAL LIFE INS										
PR20210212	1	2/12/21		PRIN. MUTUAL		11-00-0012	N	143.10	63090	2/19/21
PR20210212	2	2/12/21		PRIN. MUTUAL		15-00-0012	N	241.80	63090	2/19/21

PRINCIPAL MUTUAL LIFE INS								384.90		
3811 PROTECTIVE EQUIPMENT TEST										
73577	1	1/29/21		GLOVES		15-42-3060		951.17	63130	3/01/21

PROTECTIVE EQUIPMENT TEST								951.17		
3794 QUADIENT LEASING USA, INC										
N8707067	1	1/31/21		MAIL MACHINE LEASE		15-44-2160		985.43	63131	3/01/21

QUADIENT LEASING USA, INC								985.43		
1682 S & B MOTELS										
GEN21-105	1	3/01/21		REIMB SALES TAX		28-01-2040		2754.35	63132	3/01/21

S & B MOTELS								2754.35		

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2265 SCHERMERHORN, KATHY										
GEN21-104	1	3/01/21		ANIMAL CONTROL/MARCH 2021		11-05-2140	M	1500.00	63133	3/01/21

								1500.00		
427 SHORES NAPA										
194139	1	1/27/21		SHOVEL		21-40-3020		37.98	63137	3/01/21
194180	1	1/27/21		TORCH BUTANE HOOKS SCREWS		21-40-3120		91.74	63137	3/01/21
194222	1	1/27/21	19365	SHOWER DOOR LINER-ROSEWOOD PK		11-15-3120		23.98	63137	3/01/21
194222	2	1/27/21	19365	LIGHT BULBS-JD TRACTOR		11-15-3060		2.12	63137	3/01/21
194222	3	1/27/21	19365	ORGANIZER FOR PARTS		11-15-3020		8.99	63137	3/01/21
194422	1	1/29/21		COUPLINGS		15-40-3060		4.17	63137	3/01/21
194618	1	2/01/21		DISPOSABLE GLOVES		11-03-3120		240.80	63137	3/01/21
194671	1	2/01/21		GAUGE		21-42-3050		27.81	63137	3/01/21
194683	1	2/01/21		PIPE NIPPLES, REDUCER COUPLING		21-42-3050		11.93	63137	3/01/21
194691	1	2/01/21		REDUCING COUPLING		21-42-3050		3.29	63137	3/01/21
194746	1	2/02/21	19166	O-RINGS		23-43-3050		29.88	63137	3/01/21
194764	1	2/02/21	18539	SHELF		11-17-3120		219.99	63137	3/01/21
194830	1	2/02/21		15" & 18" WRENCH		21-42-3020		139.98	63137	3/01/21
194834	1	2/02/21		AAA & D BATTERIES		11-11-3120		22.98	63137	3/01/21
194891	1	2/03/21	19368	PAINT PARKING LINES BALL FIELD		11-23-3030		19.73	63137	3/01/21
194892	1	2/03/21		PIPE TEE/UNION		21-42-3050		15.58	63137	3/01/21
194975	1	2/03/21		READY BOLT, NUTS, REDSTICK9GM		15-40-3060		28.48	63137	3/01/21
195041	1	2/04/21		STRING CORD		15-42-3120		.52	63137	3/01/21
195062	1	2/04/21		POWER STRIP		21-42-3120		43.98	63137	3/01/21
195578	1	2/09/21		HOSE CLAMP, COUPLER, HOSE		21-42-3050		19.28	63137	3/01/21
195582	1	2/09/21		OIL SEAL		15-42-3060		15.35	63137	3/01/21
195602	1	2/09/21		BATTERY CABLE		11-07-3170		34.60	63137	3/01/21
195709	1	2/10/21	18544	SHELF/CREDIT		11-17-3120		35.97	63137	3/01/21
195713	1	2/10/21	18544	SHELF/CREDIT		11-17-3120		3.00-	63137	3/01/21
195750	1	2/10/21		14IN/18IN PIPE WRENCH GLOVES		15-40-3120		97.71	63137	3/01/21
195758	1	2/10/21		PIPE WRENCHES, HAMMER, SHOVEL		21-42-3020		164.95	63137	3/01/21
195851	1	2/11/21		WHEEL NUT		15-42-3060		.98	63137	3/01/21
195872	1	2/11/21		GLOVES, SHOP TOWELS		11-11-3120		175.36	63137	3/01/21
195882	1	2/11/21		SERVICE CART, DIESEL ADDITIVE		21-42-3020		366.33	63137	3/01/21
195979	1	2/12/21		CENTRAL ASSEMBLY/FREIGHT		15-40-3060		1001.71	63137	3/01/21
196240	1	2/15/21		SNOW SHOVEL X 3		15-40-3120		62.10	63137	3/01/21
196284	1	2/15/21		HEATING CABLES		15-40-3120		135.12	63137	3/01/21
196313	1	2/16/21		PIN CLIPS		11-11-3120		13.04	63137	3/01/21
196417	1	2/17/21		ABS MAT 15X50, SPILL SHOP ROLL		15-40-3120		35.71	63137	3/01/21
196502	1	2/17/21		SILICONE RED		15-40-3060		20.90	63137	3/01/21
196539	1	2/18/21		EXTRACTOR KIT SPLIT LOCK COLLA		15-40-3060		25.59	63137	3/01/21
196573	1	2/18/21		ACETONE		15-42-3120		19.61	63137	3/01/21
196690	1	2/19/21		SAND PAD		15-42-3120		27.03	63137	3/01/21
196848	1	2/22/21		AIRPORT SIGN ALUM RIVETS		11-13-3030		7.29	63137	3/01/21
196852	1	2/22/21		AIR FILTER UNIT #10		11-11-3060		30.16	63137	3/01/21
196861	1	2/22/21		CREDIT AIR FILTERS #10/#30		11-11-3060		48.54-	63137	3/01/21
196870	1	2/22/21		RIVET		11-11-3070		18.99	63137	3/01/21
196913	1	2/22/21	19464	ADAPTER #10		11-11-3060		5.85	63137	3/01/21
196928	1	2/22/21		5W20 OIL		15-40-3170		32.23	63137	3/01/21
196986	1	2/23/21		GLOVES, WTR SPLITTER, HOSESEAL		15-40-3120		109.69	63137	3/01/21
197046	1	2/23/21		WINDOW FOAM		15-40-3060		30.50	63137	3/01/21
197122	1	2/24/21		SAFETY GOOGLES, EAR PLUGS		21-40-2310		93.17	63137	3/01/21
197175	1	2/24/21		ADHESIVE, MANUAL APP GUN NOZZL		15-42-3060		154.00	63137	3/01/21

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427 SHORES NAPA										
197202	1	2/24/21		BAGS/FILTER		15-40-3120		37.38	63137	3/01/21
197259	1	2/25/21		OIL ABSORBENT		15-40-3120		23.96	63137	3/01/21

SHORES NAPA								3716.95		
432 SMITH AND LOVELESS, INC.										
150134	1	1/22/21	19164	LIFT STATION COMPRESSOR		23-43-3050		2277.86	63138	3/01/21

SMITH AND LOVELESS, INC.								2277.86		
2784 USD # 352										
GEN21-106	1	3/01/21		SCHOOL TAX/FEBRUARY 2021		11-02-2050		28649.78	63139	3/01/21

USD # 352								28649.78		
2895 VISION CARE DIRECT ADM.										
PR20210212	1	2/12/21		VISION CARE DIR		11-00-0012	N	103.85	63091	2/19/21
PR20210212	2	2/12/21		VISION CARE DIR		15-00-0012	N	96.79	63091	2/19/21
PR20210212	3	2/12/21		VISION CARE DIR		23-00-0012	N	9.78	63091	2/19/21

VISION CARE DIRECT ADM.								210.42		
640 WAL*MART										
02247	1	1/27/21		PENS, DESKPAD		15-42-3120		22.13	63140	3/01/21
03289	1	2/01/21		LEGO'S		11-07-2170		24.94	63140	3/01/21
03837	1	1/27/21		ENVELOPES		15-44-3120		91.36	63140	3/01/21
07780	1	1/26/21		DOG FOOD		11-03-3250		45.96	63140	3/01/21
07813	1	1/25/21		CUPS, COFFEE, BOUNTY TOILET PP		15-40-3120		119.70	63140	3/01/21
08185	1	2/11/21		CLEANING SUPPLIES		11-11-3120		66.10	63140	3/01/21
08244	1	2/08/21	18541	PAINT/CLEANING SUPPLIES		11-17-3120		47.85	63140	3/01/21
09124	1	2/05/21		CREDIT RETURN ENVELOPES		15-44-3120		91.36-	63140	3/01/21
09240	1	2/05/21		CLEANING/OFFICE SUPPLIES		15-44-3120		97.45	63140	3/01/21

WAL*MART								424.13		
478 WANE'S CARPET AND DRAPERY										
762239	1	2/01/21		WELCOME CENTER CARPET		11-21-3030	M	625.00	63141	3/01/21

WANE'S CARPET AND DRAPERY								625.00		
1854 WEIS FIRE & SAFETY										
183582	1	2/10/21		JOYSTICK BRACKET CONNECTOR		11-07-3020		1173.09	63142	3/01/21

WEIS FIRE & SAFETY								1173.09		
3861 WITHINGTON, TY										
15543	1	3/01/21		REIMBURSE SCHOOLING		15-42-2170		300.00	63143	3/01/21

WITHINGTON, TY								300.00		

***** REPORT TOTAL *****								198270.58		

JRNL ID/ ACCOUNT NUMBER	OTHER NUMBER/ ACCOUNT TITLE	OTHER REFERENCE/ REFERENCE	DEBIT	CREDIT	BANK #
PAYROLL					
11-00-0011	GENERAL EMP TAX A/P	SS/MED EMPE GEN	4,030.06		
11-00-0001	GENERAL OPERATING CASH	SS/MED EMPE GEN		4,030.06	1
15-00-0011	ELECTRIC EMP TAX A/P	SS/MED EMPE ELE	2,141.80		
15-00-0001	ELECTRIC CASH	SS/MED EMPE ELE		2,141.80	1
21-00-0011	WATER EMP TAX A/P	SS/MED EMPE WAT	530.09		
21-00-0001	WATER CASH	SS/MED EMPE WAT		530.09	1
23-00-0011	SEWER EMP TAX A/P	SS/MED EMPE SEW	276.46		
23-00-0001	SEWER CASH	SS/MED EMPE SEW		276.46	1
11-00-0011	GENERAL EMP TAX A/P	SS/MED EMPE GEN	4,030.06		
11-00-0001	GENERAL OPERATING CASH	SS/MED EMPE GEN		4,030.06	1
15-00-0011	ELECTRIC EMP TAX A/P	SS/MED EMPE ELE	2,141.80		
15-00-0001	ELECTRIC CASH	SS/MED EMPE ELE		2,141.80	1
21-00-0011	WATER EMP TAX A/P	SS/MED EMPE WAT	530.09		
21-00-0001	WATER CASH	SS/MED EMPE WAT		530.09	1
23-00-0011	SEWER EMP TAX A/P	SS/MED EMPE SEW	276.46		
23-00-0001	SEWER CASH	SS/MED EMPE SEW		276.46	1
11-00-0011	GENERAL EMP TAX A/P	FED TAX GEN	3,873.85		
11-00-0001	GENERAL OPERATING CASH	FED TAX GEN		3,873.85	1
15-00-0011	ELECTRIC EMP TAX A/P	FED TAX ELE	1,931.15		
15-00-0001	ELECTRIC CASH	FED TAX ELE		1,931.15	1
21-00-0011	WATER EMP TAX A/P	FED TAX WAT	393.78		
21-00-0001	WATER CASH	FED TAX WAT		393.78	1
23-00-0011	SEWER EMP TAX A/P	FED TAX SEW	232.34		
23-00-0001	SEWER CASH	FED TAX SEW		232.34	1
11-00-0011	GENERAL EMP TAX A/P	STATE TAX GEN	2,001.13		
11-00-0001	GENERAL OPERATING CASH	STATE TAX GEN		2,001.13	1
15-00-0011	ELECTRIC EMP TAX A/P	STATE TAX ELE	1,102.83		
15-00-0001	ELECTRIC CASH	STATE TAX ELE		1,102.83	1
21-00-0011	WATER EMP TAX A/P	STATE TAX WAT	241.91		
21-00-0001	WATER CASH	STATE TAX WAT		241.91	1
23-00-0011	SEWER EMP TAX A/P	STATE TAX SEW	132.70		
23-00-0001	SEWER CASH	STATE TAX SEW		132.70	1
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	STOP LOSS 02/16	3,419.69		
07-00-0001	SELF INSUR CASH	STOP LOSS 02/16		3,419.69	1
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	STOP LOSS 02/23	32,095.99		
07-00-0001	SELF INSUR CASH	STOP LOSS 02/23		32,095.99	1
07-00-0006	SELF INSUR PRIOR YR ENC	STOP LOSS 12/01	2,218.34		
07-00-0001	SELF INSUR CASH	STOP LOSS 12/01		2,218.34	1
12-01-6020	BOND & INT. BOND INT.	ST BOND INT	24,762.50		
12-00-0001	BOND & INTEREST CASH	ST BOND INT		24,762.50	1
38-01-4080	CAP IMP RES FUND WATER UTILITY	WATER BOND INTEREST	41,518.75		
38-00-0001	CAP IMP RES FUND CASH	WATER BOND INTEREST		41,518.75	1
		Journal Total :	127,881.78	127,881.78	
		Sub Total	127,881.78	127,881.78	
		** Report Total **	127,881.78	127,881.78	

FUND	NAME	DEBITS	CREDITS
07	SELF INSURANCE	37,734.02	37,734.02
11	GENERAL	13,935.10	13,935.10
12	BOND AND INTEREST	24,762.50	24,762.50
15	ELECTRIC UTILITY	7,317.58	7,317.58
21	WATER UTILITY	1,695.87	1,695.87
23	SEWER UTILITY	917.96	917.96
38	CAPITAL RESERVE	41,518.75	41,518.75
TOTALS		127,881.78	127,881.78

** Transactions affected cash may need to be entered in Bank Rec! **
** Review transactions that have a number in the Bank # column. **

ACCOUNT NUMBER	ACCOUNT TITLE	DEBITS	CREDITS	NET
07-00-0001	SELF INSUR CASH	.00	37,734.02	37,734.02-
07-00-0006	SELF INSUR PRIOR YR ENC	2,218.34	.00	2,218.34
07-01-5030	SELF INSUR BCBS STOP LOSS PYMT	35,515.68	.00	35,515.68
11-00-0001	GENERAL OPERATING CASH	.00	13,935.10	13,935.10-
11-00-0011	GENERAL EMP TAX A/P	13,935.10	.00	13,935.10
12-00-0001	BOND & INTEREST CASH	.00	24,762.50	24,762.50-
12-01-6020	BOND & INT. BOND INT.	24,762.50	.00	24,762.50
15-00-0001	ELECTRIC CASH	.00	7,317.58	7,317.58-
15-00-0011	ELECTRIC EMP TAX A/P	7,317.58	.00	7,317.58
21-00-0001	WATER CASH	.00	1,695.87	1,695.87-
21-00-0011	WATER EMP TAX A/P	1,695.87	.00	1,695.87
23-00-0001	SEWER CASH	.00	917.96	917.96-
23-00-0011	SEWER EMP TAX A/P	917.96	.00	917.96
38-00-0001	CAP IMP RES FUND CASH	.00	41,518.75	41,518.75-
38-01-4080	CAP IMP RES FUND WATER UTILITY	41,518.75	.00	41,518.75
TRANSACTION TOTALS		127,881.78	127,881.78	.00

PAYROLL REGISTER

ORDINANCE #2021-P05

2/19/2021

<u>DEPARTMENT</u>	<u>GROSS PAY</u>
GENERAL	53,577.35
ELECTRIC	28,629.80
WATER	7,022.05
SEWER	3,662.89
TOTAL	<u>92,892.09</u>

PASSED AND SIGNED THIS _____ DAY OF _____, 2021

CITY CLERK

MAYOR



AGENDA ITEM # 4C-E
CITY COMMISSION COMMUNICATION FORM

FROM: Jessica Bonner, Administrative Assistant

DATE: 3/1/2021

ITEM: Cara Daie, Tracy Hillmer, and Harold Gillihan reapplying for Goodland Housing Authority Board

NEXT STEP: Approval under Consent Agenda

ORDINANCE
 MOTION
 INFORMATION

I. REQUEST OR ISSUE:

II. RECOMMENDED ACTION / NEXT STEP: Approval of these reappointments to the Goodland Housing Authority Board under Consent Agenda

IV. BACKGROUND INFORMATION: Commission discussed at last meeting – now under Consent Agenda for approval.

VII. SUMMARY AND ALTERNATIVES:

Commission may take one of the following actions:

1. Approve the proposal as requested.



City of Goodland

204 W. 11th St.
P.O. Box 59
Goodland, KS 67735

785-890-4500
785-890-4532(F)

Board and Commission Form

Please print clearly or type. Use additional sheets if necessary. Return form to the address above.

I am seeking:

New Appointment

Reappointment

Please indicate the Boards or Commissions in which you are interested:

Airport Board

Cemetery Board

Construction Board of Trades/Appeals

Library Board

Housing Authority Board

Parks & Recreation/Tree Board

Museum Board

Planning Commission/BZA

Economic Dev./Tourism Board

Full Name: CARA G. DAISE E-mail: cdaise@st-tel.net

Street Address: 613 HARRISON AVE, GOODLAND, KS 67735-2137

Phone: Home N/A Cell 785-821-1910 Work 785-829-2342

Years lived in Goodland: 48 yrs Education: High School - 12 yrs.

Occupation: CEO BANK Employer: BANKWEST OF KANSAS

Business Address: 924 MAIN AVE, PO Box 499, Goodland KS 67735

Prior Appointed or Elected Offices held (if any): Chairman

Please describe any present or past community involvement: Alumni Board, Sugar Hills Board, Housing Authority Board, BANKWEST OF KANSAS Board

Why would you like to serve? I've served on this Board since 1998 & enjoy serving

Referred by (if any): _____

Date 2/9/21 Signature: Cara G. Daise



City of Goodland

204 W. 11th St.
P.O. Box 59
Goodland, KS 67735

785-890-4500
785-890-4532(F)

Board and Commission Form

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I am seeking:

New Appointment

Reappointment

Please indicate the Boards or Commissions in which you are interested:

Airport Board

Cemetery Board

Construction Board of Trades/Appeals

Library Board

Housing Authority Board

Parks & Recreation/Tree Board

Museum Board

Planning Commission/BZA

Economic Dev./Tourism Board

Full Name: Tracy Hillmer

E-mail: trikiemsw@hotmail.com

Street Address: 1120 Harrison Ave

Phone: Home none

Cell 785-821-4183

Work 785-899-5991

Years lived in Goodland: 20+

Education: Masters of Social Worker

Occupation: Out patient Therapist

Employer: High Plains Mental Health

Business Address: 723 Main St

Prior Appointed or Elected Offices held (if any): _____

Please describe any present or past community involvement: On board of Genesis, do commodities program for Sherman County, Active member of First Christian Church

Why would you like to serve? To be helpful

Referred by (if any): _____

Date 2/9/2021 Signature: Tracy Hillmer



City of Goodland

204 W. 11th St.
P.O. Box 59
Goodland, KS 67735

785-890-4500
785-890-4532(F)

Board and Commission Form

Please print clearly or type. Use additional sheets if necessary. Return form to the address above.

I am seeking:

New Appointment

Reappointment

Please indicate the Boards or Commissions in which you are interested:

Airport Board

Cemetery Board

Construction Board of Trades/Appeals

Library Board

Housing Authority Board

Parks & Recreation/Tree Board

Museum Board

Planning Commission/BZA

Economic Dev./Tourism Board

Full Name: Harold Gillihan E-mail: hlgillihan@gmail.com

Street Address: 724 E 11th

Phone: Home _____ Cell 785 821 3283 Work _____

Years lived in Goodland: 44 Education: Grade School

Occupation: Retired Employer: City of Goodland

Business Address: _____

Prior Appointed or Elected Offices held (if any): Plumbing Board

Please described any present or past community involvement: UFW

Why would you like to serve? TO continue from prior years

Referred by (if any): _____

Date 02/09/2021 Signature: Harold Gillihan



AGENDA ITEM #
CITY COMMISSION COMMUNICATION FORM

FROM: Mary Volk, City Clerk

DATE: February 19, 2021

ITEM: FAA Reimbursable Agreement #AJW-FN-CSA-20-CE-004100

NEXT STEP: Commission Motion

ORDINANCE
 MOTION
 INFORMATION

I. REQUEST OR ISSUE:

This is the Reimbursable Agreement with the Tech Ops section of the FAA for the relocation of the PAPI lights on the Runway 23 end of the Runway 5-23 reconstruction project. This is a 90/10 grant with the FAA.

II. RECOMMENDED ACTION / NEXT STEP:

The agreement needs approval from the Commission in order for the FAA to continue with the Final Execution Package. Once that is received, the City of Goodland is required to pay the FAA total estimated costs in the agreement in order to get in line for FAA Tech Op's to get the project on their schedule. Once funds for this grant are released, the City will submit a request for reimbursement of 90% of the total estimated costs. They anticipate the grant being available in the near future, but no later than September 2021.

III. FISCAL IMPACTS:

The City is required to pay \$176,275.53 (total estimated costs) up front. Once the FAA grant is available, we will submit a request for reimbursement of 90% of costs or \$158,647.98.

IV. BACKGROUND INFORMATION:

This is part of the Rehabilitation of Runway 5-23 but requires a separate grant to relocate the PAPI (Precision Approach Path Indicator) on the east end of this runway. They are being moved due to the extension being added to the east end of the runway. They are a NAVAID that is FAA equipment so costs are required to have FAA on sight during this section of the project. The PAPI houses four boxes that display either green or red visual lights for the pilots coming in to land on the runway and let them know they are on the correct glide slope into the runway. That being said, only actual costs will be paid for the project. So if the actual costs come in lower than estimate, costs will be reimbursed to the City.

V. LEGAL ISSUES:

None known

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None known

VII. SUMMARY AND ALTERNATIVES:

Commission may take one of the following actions:

1. Approve the proposal as requested.
2. Reject the proposal and move to deny the request.
3. Direct staff to pursue an alternative approach.

Recommend approval of the Reimbursable Agreement with the FAA for total estimated costs in the amount of \$176,275.53 to get the City on the schedule for FAA Tech Op's.

NON-FEDERAL REIMBURSABLE AGREEMENT

BETWEEN

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

AND

**CITY OF GOODLAND
GOODLAND MUNICIPAL AIRPORT
GOODLAND, KANSAS**

WHEREAS, the Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which the **City of Goodland** (Sponsor) requires, has funds available for, and has determined should be obtained from the FAA;

WHEREAS, it has been determined that competition with the private sector for provision of such material, supplies, equipment, and services is minimal; the proposed activity will advance the FAA's mission; and the FAA has a unique capability that will be of benefit to the Sponsor while helping to advance the FAA's mission;

WHEREAS, the authority for the FAA to furnish material, supplies, equipment, and services to the Sponsor upon a reimbursable payment basis is found in 49 U.S.C. § 106(l)(6) on such terms and conditions as the Administrator may consider necessary;

NOW THEREFORE, the FAA and the Sponsor mutually agree as follows:

ARTICLE 1. Parties

The Parties to this Agreement are the FAA and **City of Goodland**.

ARTICLE 2. Type of Agreement

This Agreement is an "other transaction" authorized under 49 U.S.C. § 106(l)(6). It is not intended to be, nor will it be construed as, a partnership, corporation, joint venture or other business organization.

ARTICLE 3. Scope

- A. The purpose of this Agreement between the FAA and the Sponsor is to provide the FAA engineering review, environmental, construction/installation oversight, and flight inspection support for the Sponsor's planned project to extend Runway (RWY) 23. The project will relocate the RWY 23 PAPI (Precision Approach Path Indicators) and Remote Radio Control System (RRCS).

FAA support may be affected by government shutdowns, pandemics, natural disasters or other items outside of FAA control. FAA engineer and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions. No construction work shall be performed involving FAA facilities, systems, and equipment during FAA maintenance moratorium periods, which will be provided by FAA. Waivers will not be approved during an FAA moratorium.

The Sponsor is required to provide funding and equipment to support impacted facilities, perform all engineering for this project, procurement, construction/ installation activities, provide the Air-to-Ground/Ground-to-Ground Units for the PAPIs and provide Remote Radio Control System (RRCS) equipment for all FAA facilities affected per this agreement.

This Agreement is limited in scope to provide technical services, consultation, environmental reviews, engineering reviews, site visits, project planning, additional environmental work, if required; construction services, construction oversight, equipment installation and tune up, and flight inspection. This Agreement provides funding for the FAA to establish these services. Therefore, this Agreement is titled:

“Goodland, KS (GLD) - Engineering Design Review, Environmental Assessment, Construction/Installation oversight and Flight Check of Runway 23 extension impacting PAPI and RRCS”

B. The FAA will perform the following activities:

1. Provide technical assistance to the Sponsor to enable the Sponsor to meet applicable FAA rules, regulations, orders, requirements, standards, and specifications during the construction phases of the project.
2. Provide applicable FAA directives, specifications, drawings and other information required to assist the Sponsor in designing and preparing the site-specific plans and specifications for the project.
3. Meet with the Sponsor to coordinate and discuss project planning and engineering.
4. Provide a schedule of engineering deliverables when the design packages will be available for FAA review. The FAA will require 21 calendar days for review of the 50% and 100% packages and 60 calendar days for review of the 90% design plans submission.
5. Electronically locate and physically mark all FAA power and control cables in the area affected by the Sponsor's construction. Any excavation required for cable location confirmation will be executed by the Sponsor with FAA oversight.
6. Coordinate with the Airport Sponsor in order to ensure that National Environmental Policy Act (NEPA) documentation for the project incorporates associated FAA F&E actions. Also, ensure NEPA documentation meets FAA requirements and approvals. Conduct environmental due diligence reviews for FAA F&E facilities impacted by this project. Also, each party has responsibilities

- to remediate all identified hazardous substance contamination defined in provisions of the MOA.
7. If the FAA finds the new sites acceptable as replacements for the existing sites, the FAA will establish a no-cost land Memorandum of Agreement (MOA) for the new facility sites.
 8. Provide a Resident Engineer (RE) to oversee the construction effort of all FAA impacted FAA facilities. No work will be accepted unless performed under the oversight of the RE. Provide RE services during all construction phases of the project necessary to establish and/or restore service(s) to affected FAA facilities, systems, and equipment. It is the RE's responsibility to protect the FAA's interests during the construction phases of the project which impact FAA facilities, systems, equipment, and their infrastructures. In furtherance of these responsibilities the RE will:
 - a. Be the FAA's primary point of contact for the Sponsor during these phases of the project to ensure that all necessary information is coordinated with the appropriate FAA parties;
 - b. Ensure all reasonable efforts are made to minimize the impact to FAA operations and existing facilities;
 - c. Notify the Sponsor and FAA personnel about any observed discrepancy and document significant discrepancies between the approved design plans and specifications and the actual work performed;
 - d. Notify the Sponsor of any failure of the work or materials to conform to the contract, the design plans and specifications, drawings, and any delays in the schedule;
 - e. Keep a construction diary and provide weekly status reports on the FAA facilities, systems, and equipment affected by the project;
 - f. Ensure compliance with all FAA rules, regulations, orders, standards, requirements, and agreements; and
 - g. Witness key events in the project such as, but not limited to, the placement of rebar and pouring of concrete, the splicing, connecting, and testing of all FAA field cables, and the exothermic welding of grounding, bonding, and lightning protection connections.

The RE does NOT have authority to:

- a. Revoke, alter, or waive any requirement(s) of the design plans and specifications, drawings, and the construction contract let by the Sponsor;
- b. Act as the contractor's foreman, or perform any other duties for the contractor;
- c. Enter into or take part in any labor dispute between the Sponsor and its construction contractor; and
- d. Participate in, settle, or otherwise decide contractual matters in dispute between the Sponsor and its construction contractor.

9. The FAA will review and approve the Contractor's construction "As-Built" drawings for that portion of the project that includes FAA facilities, systems, equipment, and/or infrastructure.
10. Participate with the Sponsor in any and all Contractor Acceptance Inspection(s) (CAI) and Joint Acceptance Inspections (JAI) of all FAA impacted facilities for the purpose of identifying any deficiencies or corrections required, otherwise noted as exceptions.
11. Participate in, coordinate with, and perform all activities associated with the restoration of any and all affected FAA facilities, systems, and/or equipment.
12. Contact the supplier to initiate the transfer of the electrical service account from the Sponsor to the FAA at the end of the project. This transfer action is to be accomplished based on required information furnished by the Sponsor and obtaining an approved funding obligation to pay for the recurring charges. The FAA will recover all costs associated with the transfer of electrical services via this MOA for all impacted FAA facilities.
13. A Technical Onsite Representative (TOR) will be available as necessary and available per Agency guidelines during installation, tune up, checkout, optimizing, and flight inspection activities of the project to inspect the installation and observe the establishment of FAA facilities per FAA Orders and specifications.
14. Perform disposition equipment and capitalization of new assets.
15. Executed the following activities for the listed FAA facility and geographic area:

RWY 23 PAPI

- a. Inspect and technically support the installation of the relocated PAPI;
- b. Verify Air-to-Ground/Ground-to-Ground controls function properly;
- c. Inspect and technically support final grading of new sites;
- d. Inspect and support the demolition of old sites;
- e. Inspect and technically support the construction of access roads, maintenance pads, and walkways
- f. Coordinate flight check operations and flight inspect the PAPI including commissioning;
- g. Review the Sponsor's engineering designs and perform construction oversight for the installation and alignment of the PAPI;

C. The Sponsor will perform the following activities:

1. Provide funding for all activities outlined in this Agreement.
2. Prior to the commencement of any construction, the Sponsor must grant necessary land rights and enter into or modify a no-cost land MOA with the FAA for identified facilities (new or relocated) for a 20-year term. The land rights granted within airport boundaries are to include, but not limited to essential land sites, and

- associated easements for any access road, cable route and/or restricted critical areas. The Sponsor must have an all land rights no-cost MOA, including easements, fully executed between the Sponsor and the FAA prior to the commencement of any construction under this Agreement. Also, each party has responsibilities to remediate all identified hazardous substance contamination defined in provisions of the MOA.
3. Perform all appropriate surveys and construction for the relocation of FAA impacted facilities; this includes all associated components, hardware, and associated infrastructure.

RWY 23 PAPI

- a. Survey, stake, layout and construct the foundations;
 - b. Reconstruct the existing PAPI unit per the approved FAA PAPI drawings;
 - c. Construction of PAPI structures and erection of hardware per approved FAA drawings;
 - d. Aim PAPI LHA and set tilt switch;
 - e. Provide and install power cables, and control cables including intra-cabling and grounding conductors;
 - f. All power and control cable shall be tested for insulation resistance per the specifications in the presence of the FAA RE;
 - g. Construct final grading of new and old sites;
 - h. Relocate and reuse the RRCS system which includes PAPI Air-to-Ground controls and Ground-to-Ground control systems;
 - i. Verify that the PAPI will operate normally in local and remote control. Test the photocell;
 - j. Remove old PAPI foundations;
 - k. Construct final grading of new and old sites;
 - l. Perform all Tune-up activities for the PAPI equipment.
4. Facilitate, document, and mitigate issues as identified by the FAA in a timely manner.
 5. Coordinate schedule and construction sequencing plan with the FAA Construction/Installation Center before finalizing it to ensure that everyone is in agreement on the critical path, schedule, and milestones. This should be done during the project design phase, before construction contract award. In addition, provide a schedule within 30 days of the effective date of this Agreement, and updated monthly (or as soon as changes occur), including the following tasks:
 - a. Construction bid;
 - b. Construction award;
 - c. Construction start;
 - d. Dates for foundation work and work on buried infrastructure the FAA is to assume;
 - e. Construction complete;
 - f. Overall construction sequencing schedule, to include FAA facilities;

- g. RWY commissioning dates;
6. Survey and provide drawings of areas involved with FAA work to include all equipment critical or image forming areas.
 7. Provide to the FAA detailed information, exhibits, diagrams, drawings, photographs, plans, elevations, coordinates and heights for all of the proposed, planned or related for this project at the airport.
 8. Submit Airspace Obstruction Evaluations for the proposed location of all impacted FAA systems and shelters and any construction activities requiring separate review and approval.
 9. Submit FAA Form 6000-26 *Airport Sponsor Strategic Event Submission Form* no less than 45 days prior to the start of construction that will impact NAS facilities, result in a full or partial runway closure, or result in a significant taxiway closure. This form is available on the OE/AAA website. This form may also be used to notify the FAA of any changes to the project schedule.
 10. Provide to the FAA three (3) sets of ANSI size "D" design drawings, one copy of ANSI B size drawing and three sets of the project's plans and specifications in hard-copy format/along with a soft copy of the drawing for the FAA's coordination and review at 50%, 90% and 100% design phases. The FAA will require 21 calendar days for review of the 50% and 100% packages, and 60 calendar days for review of the 90% submission. Within 21 working days of receipt of the FAA's comments, or within such other period as the parties may agree, the Sponsor will provide to the FAA a written response to each of the FAA's comments, suggestions, and/or requirements. The FAA Contracting Officer will notify the Sponsor when the drawings and specifications are final. No work may proceed that affects operational FAA facilities until the drawings and specifications are final.
 11. The Sponsor's design and construction shall be completed in accordance with all FAA, state, and local requirements.
 12. Complete the contract, offer, & award process for the construction phase of the project using approved FAA plans and specifications for FAA impacted facilities.
 13. Before starting any construction, provide 6 copies each of the construction package to the following offices:

FAA Central Regional Office
ATTN: Matt Sibert, AJW-2C14H
901 Locust St.
Kansas City, MO 64106
Phone: 816-329-3536
Email: matt.sibert@faa.gov

14. Provide to the FAA final project plans and specifications as soon as they are issued. The complete/finalized project plans and specifications shall be provided to the FAA no later than 30 days prior to the start of the construction project. The complete/finalized project drawings and plans and specifications shall be sent to the addresses in this agreement. No work may be performed that affects any FAA

- systems or facilities until copies of the final drawings are fully approved, signed and returned to the sponsor. Advise the FAA of any proposed changes before/during construction.
15. Notify and coordinate with the FAA all requests to shut down any FAA navigation facilities, systems, and/or equipment no less than 45 days prior to the start of construction. A construction schedule must accompany any request for the shutdown of any FAA navigation facility, system, and/or equipment. There may be times when a request for shutdown of a facility will not be granted due to air traffic operations. A request to shut down a specific FAA navigation facility, system, and/or equipment is not automatically associated with the shutdown of any other RWY, threshold displacement, and/or pavement or grading work.
 16. Verify marked FAA power and control cables by hand digging at multiple locations in the construction zone to establish the depth and routing of FAA cables. Replace FAA power and control cables for FAA facilities, systems, and/or equipment impacted by the project activities. The replacement of the FAA power and control cables shall be done in accordance with applicable FAA rules, regulations, orders, requirements and standards. Any excavation within 5 feet horizontally of a marked FAA power or control cable that will remain in use must be accomplished via hand digging or other approved method until the cable has been uncovered.
 17. Provide copies of all critical shop drawings, as required.
 18. Notify the FAA NAVAIDS Construction & Installation Manager, **Matt Sibert**, 816-329-3536 via email at: **matt.sibert@faa.gov**, at least 60 calendar days in advance of when FAA construction oversight services are required. A RE will be required when any construction associated with or on FAA facilities, systems, and/or equipment or the infrastructure associated with the foregoing takes place. The presence or absence of an FAA construction inspector does not relieve the Sponsor or its Contractor from any requirement contained in this Agreement, nor is the RE authorized to change any term or condition of the Agreement without the Contracting Officer's written authorization. Any work performed on FAA infrastructure in the absence of an FAA RE shall be documented with photographs and an explanation of what was done and why the work could not wait for the FAA RE to be present should be submitted.
 19. Ensure its Contractor maintains an adequate inspection system and perform such inspections to ensure the work performed under the contract conforms to requirements in this Agreement. The Sponsor's Contractors shall maintain complete inspection records and make them available to the FAA. All work is subject to FAA inspection at all places and at all reasonable times before acceptance.
 20. Provide all appropriate documentation on make/model numbers and manuals on all systems installed as required.
 21. Participate in a mutual or joint inspection of the relocated FAA facilities and prepare a plan for the correction of any items that are identified as not acceptable to the FAA.
 - a. If the Sponsor's contractor will correct these items, the Sponsor will be responsible for payment to their contractor(s);

- b. If the FAA completes these corrections, the FAA will be reimbursed by the Sponsor.
22. Provide any information on hazardous material and/or petroleum product contamination or other environmental conditions that may impact the FAA relocated facilities. This information includes, but is not limited to, previous and current studies/reports conducted on known or suspected areas of environmental contamination located on or adjacent to airport property. The Sponsor agrees to remediate, at its sole cost, all hazardous substance contamination found to impact the proposed FAA facility sites prior to construction and modification to the land rights MOA. In the event that contaminants are discovered on future FAA equipment areas during the course of the FAA's environmental due diligence review, the FAA will require that those areas be remediated. Should this occur, the FAA would coordinate further details with the Sponsor.
23. Provide the FAA unencumbered access to all site areas.
24. Provide to the FAA at the time of the CAI all warranty information and documentation on the FAA facilities, systems, and/or equipment work done by the Sponsor's contractor, including material and equipment provided, cable and grounding/ lightning protection system testing, etc.
25. Establish or modify electrical service for RWY 23 PAPI, incorporated in this project and pay for any one-time costs incurred. Also, the Sponsor shall pay any recurring utility charges until the project is completed and accepted by the FAA. The Sponsor must notify the FAA at the end of the project and provide the essential information listed below, so that FAA can initiate the transfer of the electrical service account. The information to be provided to the FAA is as follows:
 - a. Name, address, and phone number of local electrical service supplier;
 - b. Service address, meter number, and /or account number; and
 - c. Related information (e.g. service type, estimated energy consumption, copy of monthly billing charges, etc.)
26. Provide a secure and weather protected dry storage site or facility as required for all FAA provided equipment and existing equipment once the equipment is removed from its existing location until the equipment is reinstalled or reclaimed.
27. Provide the FAA three sets of ANSI size "D" of "As-Built" drawings of the construction phase in hard copy format and one set in electronic file, using Microstation format. The electronic file shall include all the accompanying library files needed to generate a complete set of drawings. If the Sponsor does not provide the "As-Built" drawings within 30 days of completion of the project, as required by this Agreement, the FAA will complete the "As-Built" drawings and bill the Sponsor. The As-Built drawings must show what was actually built, not just the proposed construction.
28. No construction activities will be performed during the FAA Holiday Maintenance Moratoriums. The FAA will provide the Sponsor the moratorium dates at least 60 days prior to the start of the moratoriums. Also, FAA engineer and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions.

- D. This agreement is in whole or in part funded with funding from an AIP grant [] Yes [] No. If Yes, the grant date is: **will be on or before September 2021** and the grant number is: **3-20-0026-024**. If the grant information is not available at the time of agreement execution, the Sponsor will provide the grant information to the FAA when it becomes available.

ARTICLE 4. Points of Contact

A. FAA:

1. The **FAA Central Service Area, Planning and Requirements** will provide administrative oversight of this Agreement. Vinh Nguyen is the Lead Planner and liaison with the Sponsor and can be reached at 817-222-4618 or via email at vinh.nguyen@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.
2. The **Central Service Area, NavAids Engineering Center** will perform the scope of work included in this Agreement. Matt Sibert is the NavAids Engineering Center Manager and liaison with the Sponsor and can be reached at 816-329-3536 or via email at matt.sibert@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.
3. **FAA Contracting Officer:** The execution, amendment, and administration of this Agreement must be authorized and accomplished by the Contracting Officer, Brad K. Logan who can be reached at 817-222-4395 or via email at brad.logan@faa.gov.

B. Sponsor:

The City of Goodland
Mary P. Volk, City Clerk
204 W. 11th St.
Goodland, KS 67735
Phone: 785-890-4506
Email: mary.volk@cityofgoodland.org

ARTICLE 5. Non-Interference with Operations

The Sponsor understands and hereby agrees that any relocation, replacement, or modification of any existing or future FAA facility, system, and/or equipment covered by this Agreement during its term or any renewal thereof made necessary by Sponsor improvements, changes, or other actions which in the FAA's opinion interfere with the technical and/or operations characteristics of an FAA facility, system, and/or piece of equipment will be at the expense of the Sponsor, except when such improvements or

changes are made at the written request of the FAA. In the event such relocations, replacements, or modifications are necessitated due to causes not attributable to either the Sponsor or the FAA, the parties will determine funding responsibility.

ARTICLE 6. Property Transfer

- A. To the extent that the Sponsor provides any material associated with the Project, and to the extent that performance of the requirements of this Project results in the creation of assets constructed, emplaced, or installed by the Sponsor, all such material (buildings, equipment, systems, components, cable enclosures, etc.) and assets will be transferred to and become the property of the FAA upon project completion. For purposes of this Article 6, "project completion" means that FAA has inspected the specific equipment or construction, and has accepted it as substantially complete and ready for use. The creation of an additional agreement will not be required, unless such other agreement is required by the laws of the state in which the subject property is located. The Sponsor and FAA acknowledge by execution of this agreement the FAA will accept the fundamental responsibilities of ownership by assuming all operations and maintenance requirements for all property transferred to the FAA. The transfer of asset(s) will occur on the date the asset(s) is placed in service. It has been determined the subject transfer(s) to FAA is in the best interest of both the Sponsor and FAA.

- B. In order to ensure that the assets and materials subject to this Article remain fully accounted-for and operational, the Sponsor will provide the FAA any additional documents and publications that will enhance the FAA’s ability to manage, maintain and track the assets being transferred. Examples may include, but are not limited to, operator manuals, maintenance publications, warranties, inspection reports, etc. These documents will be considered required hand-off items upon Project completion.

ARTICLE 7. Estimated Costs

The estimated FAA costs associated with this Agreement are as follows:

DESCRIPTION OF REIMBURSABLE ITEM	ESTIMATED COST
Labor	
WB4010 Program Management	\$9,915.00
WB4020 Engineering	\$60,820.00
WB4030 Environmental Engineering	\$4,958.00
Labor Subtotal	\$75,693.00
Labor Overhead	<u>\$11,984.73</u>
Total Labor	\$87,677.73
Non-Labor	
WB4020/WB4030/WB4050/WB4060/WB4070 Travel	\$18,488.00
WB4050 Construction TSSC	\$45,089.00

DESCRIPTION OF REIMBURSABLE ITEM	ESTIMATED COST
Flight Check	\$10,458.00
Drafting	\$5,000.00
Miscellaneous	\$3,000.00
Non-Labor Subtotal	\$82,035.00
Non-Labor Overhead	<u>\$6,562.80</u>
Total Non-Labor	\$88,597.80
TOTAL ESTIMATED COST	\$176,275.53

ARTICLE 8. Period of Agreement and Effective Date

The effective date of this Agreement is the date of the last signature. This Agreement is considered complete when the final invoice is provided to the Sponsor and a refund is sent or payment is received as provided for in Article 9, Section E of this Agreement. This Agreement will not extend more than five years beyond its effective date.

ARTICLE 9. Reimbursement and Accounting Arrangements

- A. The Sponsor agrees to prepay the entire estimated cost of the Agreement. The Sponsor will send a copy of the executed Agreement and submit full advance payment in the amount stated in Article 7 to the Reimbursable Receipts Team listed in Section C of this Article. The advance payment will be held as a non-interest bearing deposit. Such advance payment by the Sponsor must be received before the FAA incurs any obligation to implement this Agreement. Upon completion of this Agreement, the final costs will be netted against the advance payment and, as appropriate, a refund or final bill will be sent to the sponsor. Per U.S. Treasury guidelines, refunds under \$1.00 will not be processed. Additionally, FAA will not bill the sponsor for amounts less than \$1.00.
- B. The Sponsor certifies that arrangements for sufficient funding have been made to cover the estimated costs of the Agreement.
- C. The Reimbursable Receipts team is identified by the FAA as the billing office for this Agreement. The preferred method of payment for this agreement is via Pay.Gov. The sponsor can use a check or credit card to provide funding in this manner and receipt-processing time is typically within 3 working days. Alternatively, the sponsor can mail the payment to the address shown below. When submitting funding by mail, the Sponsor must include a copy of the executed Agreement and the full advance payment. All payments mailed to the FAA must include the Agreement number, Agreement name, Sponsor name, and project location. Payments submitted by mail are subject to receipt-processing delay of up to 10 working days.

FAA payment remittance address using USPS or overnight method is:

Federal Aviation Administration
Reimbursable Receipts Team
800 Independence Ave S.W.
Attn: Rm 612A
Washington D.C. 20591
Telephone: (202) 267-1307

The Sponsor hereby identifies the office to which the FAA will render bills for the project costs incurred as:

The City of Goodland
Attn: Mary P. Volk, City Clerk
204 W. 11th St.,
Goodland, KS 67735
Phone: 785-890-4506
Email: mary.volk@cityofgoodland.org

- D. The FAA will provide a quarterly Statement of Account of costs incurred against the advance payment.
- E. The cost estimates contained in Article 7 are expected to be the maximum costs associated with this Agreement, but may be amended to recover the FAA's actual costs. If during the course of this Agreement actual costs are expected to exceed the estimated costs, the FAA will notify the Sponsor immediately. The FAA will also provide the Sponsor an amendment to the Agreement which includes the FAA's additional costs. The Sponsor agrees to prepay the entire estimated cost of the amendment. The Sponsor will send a copy of the executed amendment to the Agreement to the Reimbursable Receipts Team with the additional advance payment. Work identified in the amendment cannot start until receipt of the additional advance payment. In addition, in the event that a contractor performing work pursuant to the scope of this Agreement brings a claim against the FAA and the FAA incurs additional costs as a result of the claim, the Sponsor agrees to reimburse the FAA for the additional costs incurred whether or not a final bill or a refund has been sent.

ARTICLE 10. Changes and Amendments

Changes and/or amendments to this Agreement will be formalized by a written amendment that will outline in detail the exact nature of the change. Any amendment to this Agreement will be executed in writing and signed by the authorized representative of each party. The parties signing this Agreement and any subsequent amendment(s) represent that each has the authority to execute the same on behalf of their respective organizations. No oral statement by any person will be interpreted as amending or otherwise affecting the terms of the Agreement. Any party to this Agreement may request that it be amended, whereupon the parties will consult to consider such amendments.

ARTICLE 11. Termination

In addition to any other termination rights provided by this Agreement, either party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring any liability or obligation to the terminated party other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date, by giving the other party at least thirty (30) days prior written notice of termination. Payment of amounts due and owing may include all costs reimbursable under this Agreement, not previously paid, for the performance of this Agreement before the effective date of the termination; the total cost of terminating and settling contracts entered into by the FAA for the purpose of this Agreement; and any other costs necessary to terminate this Agreement. Upon receipt of a notice of termination, the receiving party will take immediate steps to stop the accrual of any additional obligations which might require payment. All funds due after termination will be netted against the advance payment and, as appropriate, a refund or bill will be issued.

ARTICLE 12. Order of Precedence

If attachments are included in this Agreement and in the event of any inconsistency between the attachments and the terms of this Agreement, the inconsistency will be resolved by giving preference in the following order:

- A. This Agreement
- B. The attachments

ARTICLE 13. Legal Authority

This Agreement is entered into under the authority of 49 U.S.C. § 106(l)(6), which authorizes the Administrator of the FAA to enter into and perform such contracts, leases, cooperative agreements and other transactions as may be necessary to carry out the functions of the Administrator and the Administration on such terms and conditions as the Administrator may consider appropriate. Nothing in this Agreement will be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

ARTICLE 14. Disputes

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any dispute through good faith negotiations, the dispute will be resolved by alternative dispute resolution using a method to be agreed upon by the parties. The outcome of the alternative dispute resolution will be final unless it is timely appealed to the Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding (see 49 U.S.C. § 46110).

ARTICLE 15. Warranties

The FAA makes no express or implied warranties as to any matter arising under this Agreement, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this Agreement.

ARTICLE 16. Insurance

The Sponsor will arrange by insurance or otherwise for the full protection of itself from and against all liability to third parties arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf.

ARTICLE 17. Limitation of Liability

To the extent permitted by law, the Sponsor agrees to indemnify and hold harmless the FAA, its officers, agents and employees from all causes of action, suits or claims arising out of the work performed under this Agreement. However, to the extent that such claim is determined to have arisen from the act or omission by an officer, agent, or employee of the FAA acting within the scope of his or her employment, this hold harmless obligation will not apply and the provisions of the Federal Tort Claims Act, 28 U.S.C. § 2671, et seq., will control. The FAA assumes no liability for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf. In no event will the FAA be liable for claims for consequential, punitive, special and incidental damages, claims for lost profits, or other indirect damages.

ARTICLE 18. Civil Rights Act

The Sponsor will comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in federally assisted programs.

ARTICLE 19. Protection of Information

The parties agree that they will take appropriate measures to identify and protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement.

ARTICLE 20. Security

In the event that the security office determines that the security requirements under FAA Order 1600.72A applies to work under this Agreement, the FAA is responsible for ensuring that security requirements, including compliance with AMS clause 3.14.2.1, Contractor Personnel Suitability Requirements are met.

ARTICLE 21. Entire Agreement

This document is the entire Agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment will supersede the terms of this Agreement to the extent of any inconsistency. Each party acknowledges participation in the negotiations and drafting of this Agreement and any amendments thereto, and, accordingly that this Agreement will not be construed more stringently against one party than against the other. If this Agreement is not executed by the Sponsor within 120 calendar days after the FAA transmits it to the Sponsor, the terms contained and set forth in this Agreement shall be null and void. Additionally, the FAA expects this agreement to be funded within 120 days of execution, if funding is not received by that date; the FAA may exercise the right to renegotiate estimated costs.

AGREED:

**FEDERAL AVIATION
ADMINISTRATION**

CITY OF GOODLAND

SIGNATURE _____
NAME _____
TITLE Contracting Officer
DATE _____

SIGNATURE _____
NAME _____
TITLE _____
DATE _____



AGENDA ITEM

CITY COMMISSION COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 03/01/2021

ITEM: Sherman County Speedway Funding Request

NEXT STEP: Commission Motion

ORDINANCE
 MOTION
 INFORMATION

I. REQUEST OR ISSUE:

Tanner Schmidt, representing the Sherman County Speedway, appeared at the last Commission meeting, requesting funding for this year's event. The request was for \$3,000 and the Commission asked the issue formally be brought forward. Last year, the Speedway was funded at the \$1,500 level.

II. RECOMMENDED ACTION / NEXT STEP:

The Commission should make a formal motion stating the funding amount. **"I move to (fund/not fund) the Sherman County Speedway request at the level of ___ for FY2021."** It is the staff's recommendation to fund at the \$1,500 level. The budget has already been adopted and this is an out of process request, reducing the City's ability to adequately evaluate economic impact. In addition, line item 11-02-2200 is a "catch all" for donations and has been contemplated and approved as a support line item. As funding is expanded for any particular event, in this case doubling the amount approved last year, the City's ability to assist, narrows or requires reductions in other areas.

III. FISCAL IMPACTS:

The impact is \$3,000 maximum, as requested, depending upon the amount the Commission would like to fund.

IV. BACKGROUND INFORMATION:

The Commission funded last year's Speedway request the \$1,500 level. Line item 11-02-2200 contains funding for "other" ventures and would support this funding request.

V. LEGAL ISSUES:

None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

Council may take one of the following actions:

1. Approve the proposal as requested.
2. Reject the proposal and move to deny the request.
3. Direct staff to pursue an alternative approach.

Resolution No. _____

A RESOLUTION OF THE CITY OF _____, KANSAS DECLARING A LOCAL STATE OF FINANCIAL EMERGENCY;

WHEREAS, over a two-week period in February, low temperatures with sub-zero wind chills over several days accompanied by snow, sleet, and freezing rain across the state have caused stress to the energy infrastructure; and

WHEREAS, communities across the state including the City saw an increase in the demand for natural gas and electricity; and

WHEREAS, the cost to purchase natural gas exceeded 10 – 200 times the normal prices (*if you have specific data for your city include that here*); and

WHEREAS, without emergency action, the increased prices required to purchase natural gas and/or electricity will result in significantly higher than normal utility bills for the citizens of the City threatening the financial health, and the physical welfare of the City’s residents and businesses; and

WHEREAS, The Governor of the State of Kansas declared a State of Disaster Emergency Proclamation within the state on February 14, 2021; and

WHEREAS, (*If your County has declared a State of Local Disaster Emergency, include that information here. Example: The Chairman of the Board of County Commissioners of _____, Kansas declared a State of Local Disaster Emergency within the county on _____*); and

WHEREAS, the Governing Body of the City of _____, in response to the situation desires to place the public on notice that it is exploring every avenue of relief and is declaring an extraordinary local state of financial emergency.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF _____:

As of (*insert date of passage*) the City of _____ is in an extraordinary financial emergency.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

This resolution shall be published at least once in a newspaper of general circulation in the City.

ADOPTED this ____ day of February 2021 and **SIGNED** by the Mayor.

Mayor

Attested:

City Clerk



City of Goodland
204 W 11th
P.O. Box 59
Goodland, Kansas 67735

Phone: 785-890-4500
Fax: 785-890-4532
cityofgoodland.org
mary.volk@cityofgoodland.org

Date : February 26, 2021
To: City Commission
From: Mary Volk, City Clerk
Subject: Department Staff Report

- Reconcile Month end, run reports
- Training Calli for Front Desk
- City representation at Cemetery Board Meeting and follow-up with questions from meeting
- Continue Scanning and updating Bad Debt Information to store all files electronically
- Submitted information for Work Comp Audit
- Complete final reimbursement, closing documents and submit information to FAA on Land Acquisition Grant
- Work with FAA and Darrin to finalize Reimbursement Agreement for Tech Op's Grant
- Start getting information together for Auditors
- Start getting information together for 2022 Budget
- HR information for new hires to fill open positions
- Work with Sami on Museum Endowment Funds
- Process Bond Interest payments
- Reconcile 2020 Investment Interest
- Continue working with COVID with Health Dept.
- Working with PIC on insurance renewal and required employee meetings
- Work with American Fidelity and AFLAC representatives to meet with employees and renew benefits
- Work through SPP emergency issue with Sunflower and Prairie Land on electricity and gas costs during winter blast and concerns for costs City will be charged and how to deal with customer billings
- Cemetery – questions, sell plots, permits
- Normal Daily/Monthly Operations for office

Electric Distribution report for February 2021

- Cut in new splice box on 3rd & Kansas for new Topside Manor service.
- Pull in one run of primary underground 3 phase wire at the new 24/7, and terminated at the splice box and pole.
- Prepare our trucks for their annual testing.
- Assisted with the change out of a coil inside one of our breakers for Unit# 11, so it could generate during the EEA from SSP.
- Retire the temporary service and pull pole at the new Holiday Inn.
- Performed trailer maintenance when temps dropped.
- Working on replacing old enclosed fused cutouts and arrestors with new drop type cutouts and arrestors.
- Truck testing was performed on Feb 24th, along with all cover material and hotline tools and equipment.
- Repairing any items found during the truck testing. All cover material and hotline equipment passed testing.

Electric Production report for February 2021

- Feb 15th-19th generated for 79 hrs during the SSP regional emergency.
- Plant staff worked around the clock to maintain electricity to our community.
- Conversations with Sunflower, Prairieland and our Gas suppliers, to determine what kind of financial stress this will put on our customers.

Maintenance on our DLA units

Working on annual maintenance on our DLA's. Bearing, Exhaust system, Piston Ring, and Intake Air Box inspections, were performed.

- Performed Crankshaft Web Deflections.
- Cleaned the Catalyst Elements.

Unit 10

- Intake Air box inspections and cleaned.
- Upper piston ring inspections
- Blower Lobe clearance.
- Upper and lower crankshaft timing checks.
- Timing chain inspection.
- Replaced oil filters.
- Cleaned oil strainers.
- Replaced some Lube oil.
- Cleaned catalyst elements.

Miscellaneous

- Daily Data logging.
- Monthly Record keeping.
- Safety inspections.
- General facility maintenance and upkeep.
- Snow removal around Plant buildings.
- Training new staff member as Plant operator.

Fire Department:

- Finish sending fire apparatus to the Technical College to be serviced.
- Write fire reports to NFIRS as fire/rescue calls come in.
- Continue business fire pre-plan reviews and updates.
- Paramedic online CEU classes.
- Monthly fire apparatus inspections.
- Continue testing 1 ½”, 2 ½”, and 3” fire hose per ISO/NFPA regulations and standards.
- New Fire Chief vehicle (2020 Ford Expedition) still at City Shop getting lights and siren installed.
- Regular Fire Department Training on Tuesday – March 2nd, and Tuesday – March 16th starting at 7:00 pm.
- Fire personnel have wildland training Thursday – February 25th, and 26th at 6:00 pm with Kansas State Forestry Service.
- Fire personnel will have live wildland burning training on Saturday – February 27th at 8:00 am at the airport.

Building Department:

- Mail out Electrical Contractor renewal applications.
- Mail out Plumbing, Mechanical, and Building Contractor license cards.
- Continue inspections of 24/7 Travel Shoppe when called for inspections.
- Continue inspections of new Holiday Inn Express when called for inspections.
- Issue CO to Holiday Inn Express when final inspections are complete.
- Building permits for different projects happening around Goodland and performing inspections on these projects.
- Answering questions from the public on building and zoning issues.

Code Enforcement:

- Drive Goodland looking for code violations.
- Investigating code violations that are called or mailed into office.
- Scanning old building permits and code violation letters to M-files.
- Following up on code violations to see if they have been abated and make contact with City Attorney if not.
- Continue working with City Attorney on how to properly deal with inoperable vehicles.
- Take vacation day on Monday – March 1st through Friday – March 5th.

IT Department Report

- General Maintenance and Troubleshooting
 - Computer Issues
 - Printer Issues
 - Network Issues
 - Service Requests and Follow-ups
- Documentation
 - IT Procedures
 - IT Policies
 - Configurations
 - Network, Software, Desktop, Laptop, Server, Phone, Website
 - Diagrams
 - Network, Building, Routing
- System Updates & Maintenance
- Website Updates & Maintenance

Staff Report for City Commission from Goodland Municipal Court

Training - Clerks Conference – March 5, 2021 – To be held virtually thru Zoom.

February 19, 2021 – Judge’s training thru Zoom – “ How Judges should Use Their State Constitutions.”

Cases filed to February 25: 27

Court Held : February 10th & 24th

High Plains Museum Report

- The renovation is almost complete. We had a mess up with one countertop that needs to be fixed and then the wrap will go on and the project will be complete.
- The hunting exhibit has come down and a railroad exhibit has been installed in the temporary gallery.
- Jennifer Tracz with Fair Isle Preservation Services has been working with staff to better preserve and store our textile collection. Over the next few months, staff will be re-storing our entire textile collection so that we are storing up to current museum standards.



These 20 hats were re-housed in hat appropriate storage.



Jennifer Tracz (left) teaching museum staff member Phyllis Prawl (right) how to properly clean a hat.



Phyllis sewing in a new label. She updated every label in all 20 hats.



We used existing storage boxes to re-house the hat collection. Three large hats were placed on the bottom with archival tissue paper rolled up and placed between each hat. Then a layer of tissue paper was placed over the three hats before staff created a shelf to go over these hats.



Staff made four corner pieces and two side braces that were glued in to hold the second layer. The blue board was cut to the size of the box so an extra layer of hats could be stored without getting crushed.



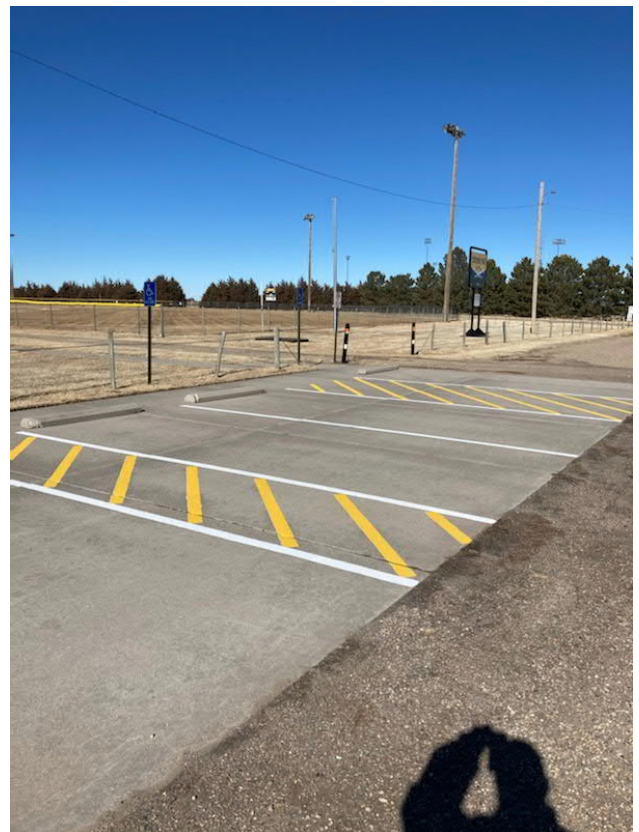
The final box. Tissue paper was rolled between each hat and a layer of tissue paper was placed over the top. A new top was made to go over and the old lid became a new box to house the rest of the hats. We will repeat this process with every hat we have in our collection.

Parks & Recreation Department February Report

Parks Department daily jobs include keeping shop clean, trash picked up in parks, scooping snow off sidewalks, and putting down ice melt at the various buildings. There was some vandalism at the skate park with graffiti that we painted over.

Projects included painting at ballparks - painting lines at parking pads, flag pole, Centennial Park sign, and gate poles. We also helped with some building maintenance at the Welcome Center on colder days and we built some shelving for Sami at the museum.

We will be doing more work at ballparks as ball practice starts this week.

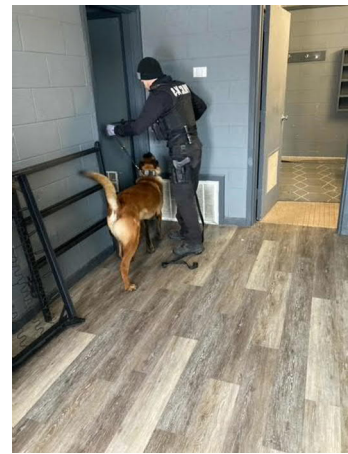
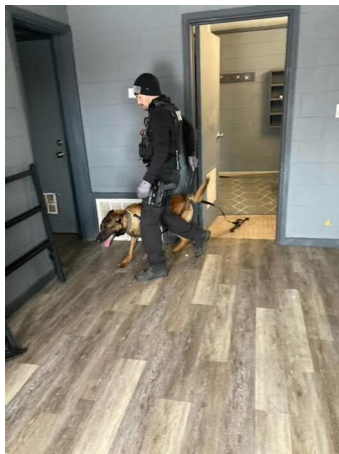


Monthly Report for February

February 1-February 23

- Cases – 57
- Calls for Service – 260
- Arrest – 4
- Citations – 12
- Written Warnings – 1

1. K9 Officer Mader returned from Colorado Springs K9 training with new K9
2. Drug sniff at Northwest Kansas Technical College



3. Officers Tanner Feasel and Chalee Luther graduated from Kansas Law Enforcement Training Center
4. I was invited to the Kansas Law Enforcement Training Center as a guest instructor.
5. Goodland Police Department participated in the SAFE seatbelt program.
6. Officer Pflueger will attend KLETC March 1-March 5.
7. CPR certifications for all officers is complete.
8. Implemented “Employee of the Quarter” program.
9. Working on grants.
10. Will be hosting Kansas Intelligence Association (KIA) in March.
11. Day to day operations

12. Working with Alan and Kenton on a shooting range for the police department.

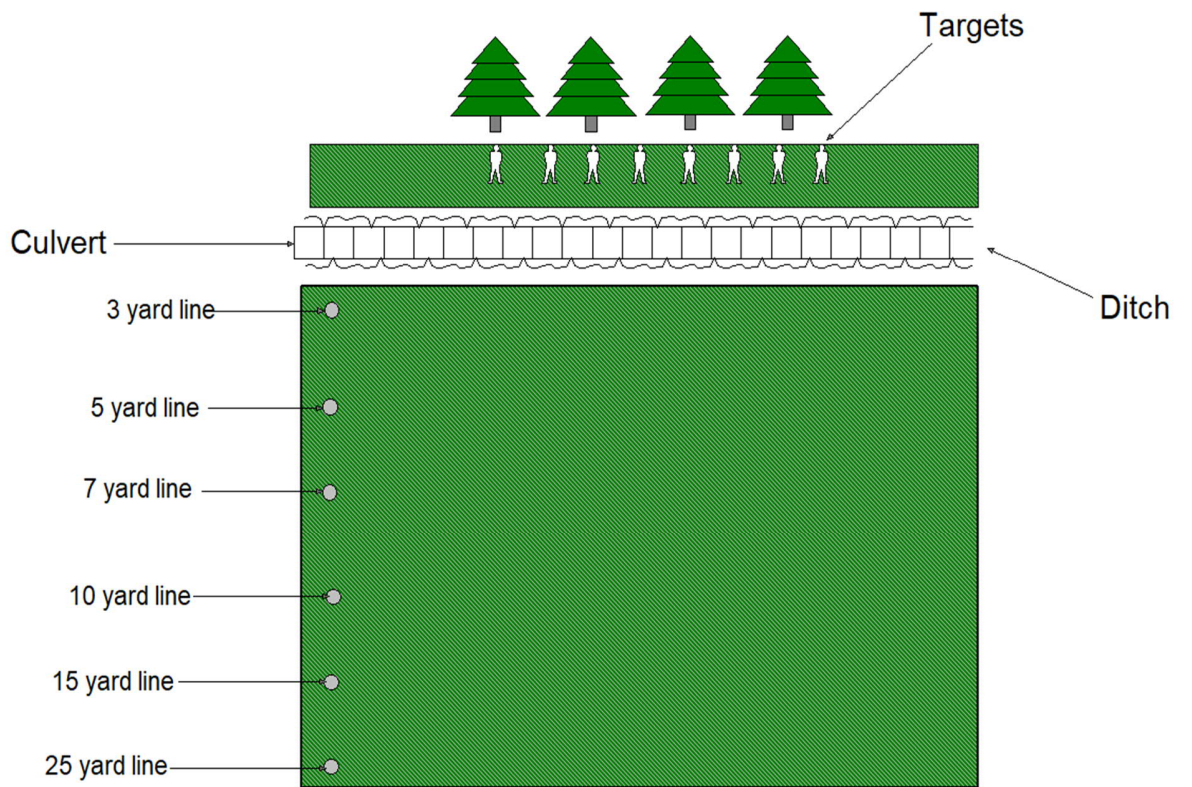




Distance ⓘ
1,050 ft ↕
Start new

100%

Camera: 2,745 m 39°22'04"N 101°41'48"W 1,110 m



STREET & ALLEY

February Monthly Report

PROJECTS

SNOW REMOVAL

- FINISHED HAULING SNOW OFF FROM END OF JANUARY SNOW STORM
- SNOW STORM THE 14TH OF FEBUARY

SNOW STORM PREP AND REMOVAL

1. CLEAN EQUIPMENT UP FROM PREVIOUS STORM
2. CHANGE ANY BLADES ON EQUIPMENT THAT NEEDS REPLACED
3. CLEAN GLASS AND GREASE EQUIPMENT
4. INSTALL TIRE CHAINS
5. FILL SALT SANDERS UP AND MAKE SURE EVERYTHING IS FUELED
6. MOVED SNOW FROM ALL PRIMARY AND SECONDARY ROUTES INCLUDING AIRPORT
7. HAULED RICKS AWAY ALL WEEK FOLLOWING SNOW STORM

NORMAL WORK DUTIES

- Mondays Clean Shop, Vehicle, and Equipment checks
- Friday Main St. trash and recycle bins
- Fixed recycle bins at Walmart
- Time cards and coding bills
- Bulk fuel purchase
- Joey helped Water Dept. train on meter reads
- Installed new mail box post that got damaged in snow removal
- Burned tree pile down east
- Ordered new door for basement at city office
- Cleaned floor pits at shop
- Zach took spraying license test
- Took elevations of culverts at 24/7 and also alley between 9th and 10th on Caldwell
- Swept street on nice days
- Hauled dirty chip seal rock to shop
- Had interviews for street dept.
- Fixed airport entrance sign
- Put new door closer on airport entrance door
- Remade new high voltage cover for airport that got damaged in snow removal
- Cleaned metal pile up and hauled to S&M repair
- CITY ON CALL phone was busy with water leaks from the cold weather, plus helped fire dept. on a diesel spill out at 24/7.
- Monthly Safety meeting

MECHANIC

- Working on Fire Dept. expedition
- Diagnose #9 police car and order parts and fix when parts came in.
- Service Police unit #3
- Service #10 and #30 tandems
- Replaced clutch in Parks Gator



Sewer Plant

Daily maintenance
cleaning + upkeep
Hauling Sludge
Hauling waste to Landfill

Water Dept.

Daily Fuel Inventory
End of the month fuel Report.
Emailed fuel Report to Sarah
worked on time cards
wells + lift stations
End of the month well Readings
Treatment plant checks
log + chlorine Residual
shut water off at 1606 Sherman

Picked up Extra pipe from industrial project
Pressure tested 6" line for industrial project
Distribution meter Readings
coded tickets.
shut Down Plant for Electric project.
Emergency Locate 1525 center
Flushed 6" line sent in sample
ordered parts
Locates
worked on Lagoon storm water lift station

Vehicle Inspection sheets.

State water samples
cleaned the shop

Work orders
Replaced Heater Bulb in well #7
organized store Room

Mutual Aid for Kanorado
Rebuilt chlorine system in Kanorado
checked meter 1526 sherman
changed meter 11d 1516 main

worked on meter at Short + Sons.
cleaned pickups

worked in the shop

checked meter 223 E 1st

worked on frozen meter calls

changed meter 1208 clark

worked on South tower

Replaced Bag Filters at Plant
safety meeting

changed service 415 w 4th
shut meters off

Turned meters on at
numerous locations

worked on stand pipe

changed ball valve well 6

changed meter 808 wyoming

fixed leak 223 clark

Mutual Aid Kanorado water
samples.