

CITY OF ALTAMONT

407 HOUSTON P.O. BOX 305 ALTAMONT, KS 67330
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ALTAMONT CITY COUNCIL

Mayor Richard Hayward

Councilmembers: Craig Carnahan, Ben Cochran, Raymond Coffey, Jeff Garretson, and Paul Souders

April 8, 2021

7:00 PM Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE & PRAYER

MINUTES - Regular meeting of March 25, 2021

INVOICES - \$771,860.39

CITIZENS & GUESTS

A.

DEPARTMENT REPORTS

A. City Administrator

B. Police Department Quarterly Report

C. Utility Department Quarterly Report

ORDINANCES/RESOLUTIONS /PROCLAMATIONS

OLD BUSINESS

A. Tables for Council

B. Bid for Fence at Lagoons

C. Bid for Removal of Hedge Row

D. Bid for 20 Acres Hay Removal

E. Emily Smith Economic Development Incentive

NEW BUSINESS

A. Street Sweeper attachment for Skid Steer

B. 2021 Pool Contract

C. KMU Monthly Safety Meetings

COMMUNICATIONS

A. Payment agreement must be made for April bill by the 16th. LIEAP due May 28th.
ADJOURNMENT

Next City Council Meeting: April 22, 2021 at 7:00 PM



MINUTES
CITY OF ALTAMONT
March 25, 2021

| | |
|----------------------|--|
| REGULAR MEETING | The meeting was called to order at 7:00 PM with Mayor Richard Hayward presiding. Mayor Hayward opened the meeting with the Pledge of Allegiance and Councilmember Souders led the prayer. Councilmembers present: Craig Carnahan, Ben Cochran, Raymond Coffey and Paul Souders. |
| MINUTES | Councilmember Carnahan moved and Cochran seconded to accept the minutes of the March 11, 2021 meeting. Motion carried. |
| INVOICES | Councilmember Cochran moved and Souders seconded to approve the invoices in the amount of \$39,958.65. Motion carried. |
| CABLE | Galen Manners informed Council Wave Wireless will discontinue the cable system in the City of Altamont due to raising costs effective June 1, 2021. Wave Wireless will assist any residents who need help setting up any streaming devices. Mayor Hayward thanked Galen for everything he has done for the City. |
| DISC GOLF | Aaron Spencer with Altamont Disc Golf addressed Council about stopping companies from scuba diving at Idle Hour Lake for golf disc and then selling them. Mr. Spencer would like to have something set in place to prevent companies from taking and selling the discs. Attorney Jones stated as long as swimming is allowed the City can't regulate it. Attorney Jones suggested the City could require a permit for scuba diving. Mr. Spencer would like to have deposit boxes at the Lake for found discs. Council concurred with allowing the boxes. Councilmember Souders stated the Kansas Wildlife and Parks owns the water. The City will need to get with them to see what rules we can consider. Micheal Carson stated it could be a safety issue if someone is scuba diving and someone is boating in the area. Mr. Carson is going to address Big Hill Lake about the same issue. Mayor Hayward stated the City will get with the State to look for an acceptable solution. He asked Mr. Carson to let the Council know if Big Hill has any solutions. |
| USDA FIRE TRUCK LOAN | Michael Billings with USDA presented the required loan documents to close the loan for the new fire truck. Some of the documents requires the Mayor's signature. The loan is for \$260,000 with a 2.125% interest rate through the end of March. If the interest rate drops, it could be lower but is guaranteed no higher than 2.125%. Mr. Billing stated by signing the documents, the City could still back out of the loan if they so choose. |
| CITY ADMINISTRATOR | <p>Report written by Audree Aguilera. Natural gas/energy crisis – penalty exempt if payment or payment arrangement have been made by April 28th; need to define payment arrangement maximum span. Audit was completed – no major issues. Update of Personnel Handbook and new signs for Police and Fire Departments have been ordered. Bids are online for hedge row removal, 20 acres and fence installation at the lagoon; close date is April 5th at 2:00 PM. CIC Annual Renewal will be presented at next meeting; the agreement and invoice are being changed to reflect the court and server backup being removed from CIC. USDA Loan for fire truck in final stages; funds are now available. Fire Truck is anticipated to arrive mid-summer. Will begin using new court software on April 1st. Electric fund – tabled to May 13th, in meantime will work on liability questions and other possible options with cost.</p> <p>Audree informed Council the City Park Building was broken into this week. There was damage to the West door but nothing was stolen.</p> |
| ANIMAL ORDINANCE | <p>The revised Animal Ordinance #625 was presented to Council for review after the work session. Audree stated in section five, the following will be omitted: "provided proof they have been spayed or neutered. An annual license tax of \$5.00 will be assessed for each animal that has not been spayed or neutered." Audree stated educating the public will be very important.</p> <p>Councilmember Cochran moved and Souders seconded to approve Ordinance #625 regulating the keeping of animals in the City of Altamont. Cochran - yes, Souders - yes, Coffey - yes, Carnahan - no. Motion carried.</p> |
| USDA FIRE TRUCK LOAN | <p>Councilmember Cochran moved and Souders seconded to approve the Mayor's signature on Form 1940 for the USDA fire truck loan. Motion carried.</p> <p>Councilmember Cochran moved and Carnahan seconded to approve the Mayor's signature on Form 1942 for the USDA fire truck loan. Motion carried.</p> |
| GAS EMERGENCY | Audree presented the pay agreement for the gas crisis bill and how the City Office will track debt. Audree asked how Council would like to address penalty exemption and payment agreements for the upcoming April utility billing. Councilmember Carnahan stated the City needs to have a standard of how much will be due in the month of April. LeaAnn Myers would like to try to start level payments in May and include the gas payment on top of the level payment amount for the residents. Attorney Jones stated the City needs to make sure everyone has equal access to relief. Councilmember Cochran stated in the event the City gets money back he wants it given back to the citizens. Audree stated |

MINUTES
CITY OF ALTAMONT
March 25, 2021
Page 2

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|--------------------|---|
| GAS EMERGENCY | <p>according to the loan guidelines, the money would have to go to the loan first. If money is returned, the City Council will address how to handle that at that time. KMEA has filed a grievance for the bill but if money is refunded it would be months. Councilmember Souders agreed with a 60-month payment plan with 20% of the payment down with review in a year.</p> <p>Councilmember Carnahan informed the public the gas for April is \$75.13 per unit, and the electric is charged at 43.83 cents per kilowatt hour. Councilmember Carnahan stated the City found out about two weeks ago the electric rates were very high.</p> <p>Councilmember Cochran moved and Souders seconded to set a 60-month payment agreement for the April billing with 20% of the April bill due in April and an application for extension if needed. Motion carried.</p> <p>Councilmember Carnahan moved and Souders seconded that the City access a 10% late fee on the 20% portion of the bill due in April if not paid by April 27. Carnahan - aye, Souders - aye, Coffey - no, Cochran - no. Mayor Hayward breaks the tie with a yes. Motion carried.</p> <p>Councilmember Coffey out at 8:43 PM. In at 8:47 PM.</p> |
| STREAMING QUOTE | <p>A recommendation was presented from Wave Wireless for purchasing equipment to allow the City to stream Council meetings via Facebook Live. The quote included iPad - \$350, 8 wireless microphones system - \$1300, iRig audio converter - \$40, miscellaneous cables - \$40, iPad case/tripod mount - \$20. Total quote \$1750. If the City wanted to stream to multiple platforms some additional software would be needed; Switcher and Restream, which have monthly subscription fees with overall cost of around \$580 per year.</p> <p>Mr. Manners stated he would purchase the equipment for the City and help move Council to a streaming platform and show us how to use it.</p> <p>Councilmember Cochran moved and Carnahan seconded to accept Wave Wireless’ proposal as written and discussed. Motion carried.</p> |
| COUNCIL ROOM | <p>Audree would like to look into getting new council tables. Council concurred.</p> |
| LAKE | <p>Council discussed the placement of the swing set at the Lake. Councilmember Carnahan stated an additional light would be beneficial by the trash dumpster near the South campsites. Councilmember Souders didn’t believe the light was necessary. Councilmember Souders would like to place the swing set where the existing light is already on high ground. Councilmember Carnahan was concerned about the liability of the City building a swing set. Audree suggested the City could apply for a Kansas Wildlife and Parks grant in the future.</p> <p>Councilmember Cochran moved and Souders seconded to approve the quote Brad received to build a swing set by the South Shelter. Motion carried.</p> |
| EXECUTIVE SESSION | <p>Councilmember Cochran moved and Carnahan seconded the City Council recess into executive session to discuss Attorney – Client privilege matter exception, K.S.A. 75-4319(b)(2) to include the City Attorney and City Administrator. The open meeting will resume in the City Council room at 9:15 PM. Motion carried. No action at this time.</p> |
| LIEAP | <p>Low Income Energy Assistance Program (LIEAP) applications are due May 28th. Maximum monthly income guidelines were raised to allow more people to qualify.</p> |
| COUNCIL MEETING | <p>The next Council meeting will be April 8 at 7 PM.</p> |
| DARRELL WINTER II | <p>Mayor Hayward congratulated Darrell Winter II for passing his EMT written and practical for the Fire Department.</p> |
| OPEN COUNCIL SEATS | <p>Councilmember Carnahan thanked the Council for the professional matter as they worked through the gas situation. It is hard making decisions that will have negative impacts for citizens. Councilmember Carnahan stated there will be two council seats and a mayor seat open this year. The deadline to file for City Council is June 1st.</p> |
| ADJOURNMENT | <p>Councilmember Cochran moved and Souders seconded to adjourn the Council meeting at 9:17 PM. Motion carried.</p> |

DATE

LeaAnn Myers, City Clerk

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|---|----|---|-----------------------------|-------------------|
| ACE HARDWARE (61) | | | | |
| 14140 | | Door Hardware for Park Building | Commodities | \$108.94 |
| Subtotal for Vendor ACE HARDWARE : | | | | \$108.94 |
| Altamont Builders Supply (150) | | | | |
| 04012021 | | Pistol clamps, water heater, hardware for PD Shower | Capital Outlay | \$1,144.53 |
| Subtotal for Vendor Altamont Builders Supply : | | | | \$1,144.53 |
| B&L Waterworks Supply (240) | | | | |
| 129030 | | pipe, coupling, primer, hot cement | Commodities | \$906.59 |
| Subtotal for Vendor B&L Waterworks Supply : | | | | \$906.59 |
| Border States Industries Inc (79889) | | | | |
| 921666534 | | Wedge Clamp | Commodities | \$187.31 |
| Subtotal for Vendor Border States Industries Inc : | | | | \$187.31 |
| BRIAN SINCLAIR (79958) | | | | |
| 032921 | | Overpayment of Al's Fitness | Contractual | \$5.00 |
| Subtotal for Vendor BRIAN SINCLAIR : | | | | \$5.00 |
| CITY OF ALTAMONT (60) | | | | |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$1,675.39 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$1,192.22 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$4,453.09 |
| City of Altamont-2 | | Utility Bills | Commodities | \$1,558.86 |
| City of Altamont-2 | | Utility Bills | Commodities | \$761.91 |
| City of Altamont-2 | | Utility Bills | Commodities | \$92.68 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$1,360.90 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$846.71 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$2,263.78 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$1,068.29 |
| City of Altamont-2 | | Utility Bills | Bldg Cost/ Utilities/ Phone | \$0.00 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|---|----|--|-------------------------------|--------------------|
| CITY OF ALTAMONT (60) | | | | |
| Subtotal for Vendor CITY OF ALTAMONT : | | | | \$15,273.83 |
| City of Altamont Petty cash (40) | | | | |
| 04052021 | | Park Refund | Park Building Deposit Refunds | \$80.00 |
| 04052021 | | Ammo for PD | Commodities | \$60.00 |
| Subtotal for Vendor City of Altamont Petty cash : | | | | \$140.00 |
| Core & Main (79832) | | | | |
| 032621 | | Blue and Yellow Flag Markings | Commodities | \$103.20 |
| 032621 | | Blue and Yellow Flag Markings | Commodities | \$30.60 |
| Subtotal for Vendor Core & Main : | | | | \$133.80 |
| D GERBER COMMERCIAL POOL PRODUCTS | | | | |
| 21052, 21054 | | Chemical, Calcium, Reagent, Indicator, Sunscreen | Commodities | \$4,078.90 |
| Subtotal for Vendor D GERBER COMMERCIAL POOL PR | | | | \$4,078.90 |
| Ditch Witch Financial Services (80064) | | | | |
| Ditch Witch-4 | | Ditch Witch Monthly Payment | Contractual | \$927.72 |
| Subtotal for Vendor Ditch Witch Financial Services : | | | | \$927.72 |
| EVERGY (1000) | | | | |
| Evergy-4 | | Electric Bill | Bldg Cost/ Utilities/ Phone | \$41.44 |
| Evergy-4 | | Electric Bill | Bldg Cost/ Utilities/ Phone | \$24.49 |
| Evergy-4 | | Electric Bill | Commodities | \$356.45 |
| Subtotal for Vendor EVERGY : | | | | \$422.38 |
| GALL'S INC. (565) | | | | |
| 17918185 | | Ammo for PD | Commodities | \$32.33 |
| Subtotal for Vendor GALL'S INC. : | | | | \$32.33 |
| HIGHER CALLING TECHNOLOGIES LLC (691) | | | | |
| 35535, 35539 | | Display Port Adapter, Tech Support | Contractual | \$152.99 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|--|----|-----------------------------|-----------------------------|---------------------|
| HIGHER CALLING TECHNOLOGIES LLC (691) | | | | |
| Subtotal for Vendor HIGHER CALLING TECHNOLOGIES | | | | \$152.99 |
| Industrial Chem Labs (80177) | | | | |
| 324684 | | Degreaser for lift stations | Commodities | \$106.86 |
| Subtotal for Vendor Industrial Chem Labs : | | | | \$106.86 |
| INSURANCE AND BENEFITS GROUP (79967) | | | | |
| 47318 | | Auto Added Utility Trailer | Contractual | \$16.00 |
| Subtotal for Vendor INSURANCE AND BENEFITS GROUP | | | | \$16.00 |
| KANSAS MUNICIPAL ENERGY AGENCY (949) | | | | |
| kmeaam2104 | | Annual Dues | Training/ Conferences/ Dues | \$350.00 |
| Subtotal for Vendor KANSAS MUNICIPAL ENERGY AGEN | | | | \$350.00 |
| Kansas Municipal Gas Agency (950) | | | | |
| kmgaal202102 | | Electric Uiltiy Charge | Utility Costs | \$727,592.20 |
| Subtotal for Vendor Kansas Municipal Gas Agency : | | | | \$727,592.20 |
| KANSAS ONE CALL SYSTEM INC (880) | | | | |
| 1030129 | | Kansas One Call | Contractual | \$6.00 |
| Subtotal for Vendor KANSAS ONE CALL SYSTEM INC : | | | | \$6.00 |
| Labette Avenue (100) | | | | |
| 03312021 | | Ord 624 | Contractual | \$34.00 |
| Subtotal for Vendor Labette Avenue : | | | | \$34.00 |
| LABETTE COUNTY PUBLIC (1057) | | | | |
| Labette County Publi-3 | | Diesel and Gasoline | Vehicle | \$173.16 |
| Labette County Publi-3 | | Diesel and Gasoline | Vehicle | \$173.17 |
| Labette County Publi-3 | | Diesel and Gasoline | Vehicle | \$173.17 |
| Labette County Publi-3 | | Diesel and Gasoline | Vehicle | \$173.17 |
| Labette County Publi-3 | | Diesel and Gasoline | Vehicle | \$684.14 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor | Invoice | PO | Description | Account Description | Invoice Amt |
|--|----------------|----|--------------------------------------|-----------------------------|-------------------|
| LABETTE COUNTY PUBLIC (1057) | | | | | |
| Subtotal for Vendor LABETTE COUNTY PUBLIC : | | | | | \$1,376.81 |
| Labette Hardware (79848) | | | | | |
| | 2013083121 | | pliers | Commodities | \$62.92 |
| Subtotal for Vendor Labette Hardware : | | | | | \$62.92 |
| LeaAnn Myers (1373) | | | | | |
| | 03242021 | | Mileage to CPM | Training/ Conferences/ Dues | \$164.08 |
| Subtotal for Vendor LeaAnn Myers : | | | | | \$164.08 |
| MASTERCARD UTILITY DEPARTMENT (1251) | | | | | |
| | 03182021 | | Gas Meeting | Commodities | \$60.82 |
| | 03182021 | | Jeans | Commodities | \$152.81 |
| | 03182021 | | JB CDL Test | Commodities | \$108.09 |
| | 03182021 | | Cordless Tools | Commodities | \$74.82 |
| | 03182021 | | Pool Supplies | Commodities | \$315.46 |
| Subtotal for Vendor MASTERCARD UTILITY DEPARTME | | | | | \$712.00 |
| MCCARTY'S (1245) | | | | | |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$39.03 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$44.50 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$50.10 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$337.27 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Contractual | \$3.52 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$39.03 |
| | 32921 | | Ink Cartridge, Stamp, copies, labels | Commodities | \$245.97 |
| Subtotal for Vendor MCCARTY'S : | | | | | \$759.42 |
| MIDWEST MINERALS, LLC (1340) | | | | | |
| | 491594, 493811 | | Rock for Rock Pile | Commodities | \$225.91 |
| | 491594, 493811 | | Rock for Rock Pile | Commodities | \$225.91 |
| | 491594, 493811 | | Rock for Rock Pile | Commodities | \$225.90 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|--|----|---|-----------------------------|--------------------|
| MIDWEST MINERALS, LLC (1340) | | | | |
| 491594, 493811 | | Rock for Rock Pile | Commodities | \$225.91 |
| Subtotal for Vendor MIDWEST MINERALS, LLC : | | | | \$903.63 |
| NAPA (1439) | | | | |
| 44334097 | | Altenator, Coil Plug | Vehicle | \$69.47 |
| 44334097 | | Altenator, Coil Plug | Vehicle | \$69.46 |
| 44334097 | | Altenator, Coil Plug | Vehicle | \$69.46 |
| 44334097 | | Altenator, Coil Plug | Vehicle | \$69.46 |
| Subtotal for Vendor NAPA : | | | | \$277.85 |
| O'REILLY AUTOMOTIVE INC (1550) | | | | |
| 34474 | | Oil Change for Truck | Vehicle | \$25.00 |
| 34474 | | Oil Change for Truck | Vehicle | \$28.97 |
| Subtotal for Vendor O'REILLY AUTOMOTIVE INC : | | | | \$53.97 |
| PUBLIC WHOLESALE WATER SUPPLY (1680) | | | | |
| Public Whole Water-3 | | Water Utility Cost | Utility Costs | \$10,000.00 |
| Subtotal for Vendor PUBLIC WHOLESALE WATER SUPP | | | | \$10,000.00 |
| QUALITY PRINTING, INC. (1690) | | | | |
| 99905 | | Ticket Books and Forms for Animal Control | Animal Control | \$609.00 |
| Subtotal for Vendor QUALITY PRINTING, INC. : | | | | \$609.00 |
| Raymond Coffey (9587) | | | | |
| 042021 | | Water Board Meeting Mileage | Training/ Conferences/ Dues | \$52.08 |
| Subtotal for Vendor Raymond Coffey : | | | | \$52.08 |
| SEK Auto Sales, Inc. (1909) | | | | |
| 37801 | | Interceptor Diagnose | Vehicle | \$36.00 |
| Subtotal for Vendor SEK Auto Sales, Inc. : | | | | \$36.00 |
| SEK Shooting Sports (11067) | | | | |
| 11651 | | AMMO and Hearing Protection | Commodities | \$328.50 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|--|----|---|-------------------------------|-----------------|
| SEK Shooting Sports (11067) | | | | |
| Subtotal for Vendor SEK Shooting Sports : | | | | \$328.50 |
| THOMAS IMPLEMENT (2230) | | | | |
| 04022021 | | condenser for backhoe | Vehicle | \$100.00 |
| 04022021 | | condenser for backhoe | Vehicle | \$75.00 |
| 04022021 | | condenser for backhoe | Vehicle | \$75.00 |
| 04022021 | | Water Sample Freight | Contractual | \$42.60 |
| 04022021 | | condenser for backhoe | Vehicle | \$83.84 |
| Subtotal for Vendor THOMAS IMPLEMENT : | | | | \$376.44 |
| Ty Lahey (80178) | | | | |
| 32921 | | Park Deposit Refund | Park Building Deposit Refunds | \$40.00 |
| Subtotal for Vendor Ty Lahey : | | | | \$40.00 |
| VISA - POLICE DEPT (2447) | | | | |
| 041221 | | KNOA Conference, printer, keyless entry door handle | Commodities | \$153.03 |
| 041221 | | KNOA Conference, printer, keyless entry door handle | Training/ Conference/ Dues | \$473.61 |
| Subtotal for Vendor VISA - POLICE DEPT : | | | | \$626.64 |
| Visa 6275- Office (79532) | | | | |
| 41221 | | food for audit and gas emegency | Commodities | \$21.72 |
| 41221 | | food for audit and gas emegency | Commodities | \$50.00 |
| 41221 | | food for audit and gas emegency | Commodities | \$50.00 |
| 41221 | | food for audit and gas emegency | Commodities | \$50.00 |
| 41221 | | food for audit and gas emegency | Commodities | \$20.59 |
| Subtotal for Vendor Visa 6275- Office : | | | | \$192.31 |
| Vision Service Plan (CT) (79945) | | | | |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |

Approved Invoices by Vendor Name- Summary**City of Altamont**

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|---|----|--|-----------------------------|-------------------|
| Vision Service Plan (CT) (79945) | | | | |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |
| VSP-3 | | Vision Plan | Benefits | \$16.76 |
| VSP-3 | | Vision Plan | Benefits | \$16.75 |
| VSP-3 | | Vision Plan | Contractual | \$63.81 |
| Subtotal for Vendor Vision Service Plan (CT) : | | | | \$181.12 |
| WCA Parsons KS Transfer Statn. (2441) | | | | |
| WCA-1 | | Trash Utility Cost | Utility Costs | \$3,058.24 |
| Subtotal for Vendor WCA Parsons KS Transfer Statn. : | | | | \$3,058.24 |
| Wichita State University (79847) | | | | |
| 272588, 281188 | | IIMC Certification Year 1 Max, KACM Winter Seminar | Training/ Conferences/ Dues | \$430.00 |
| Subtotal for Vendor Wichita State University : | | | | \$430.00 |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|-------------------|----|-------------|---------------------|-------------|
|-------------------|----|-------------|---------------------|-------------|

Grand Total: \$771,860.39

Approved Invoices - Fund/Dept. Totals

| Fund | Fund Total | Fund Name |
|-------------------------------------|-------------|-----------|
| 01 General Fund | | |
| 01 General Government | \$2,255.54 | |
| 02 Gen Police | \$8,328.26 | |
| 03 General Court | \$50.10 | |
| 04 General Fire | \$1,603.36 | |
| 05 General Park | \$990.85 | |
| 11 Municipal Pool | \$4,394.36 | |
| | <hr/> | |
| | \$17,622.47 | |
| 03 Municipal Equipment Reser | | |
| 00 NonDepartmental | \$927.72 | |
| | <hr/> | |
| | \$927.72 | |
| 09 Lake Fund | | |
| 00 NonDepartmental | \$675.04 | |
| | <hr/> | |
| | \$675.04 | |
| 50 Water Utility Fund | | |
| 00 NonDepartmental | \$13,482.57 | |
| | <hr/> | |
| | \$13,482.57 | |
| 51 Electric Utility Fund | | |
| 00 NonDepartmental | \$2,624.82 | |
| | <hr/> | |
| | \$2,624.82 | |
| 52 Gas Utility Fund | | |

Approved Invoices by Vendor Name- Summary

City of Altamont

| Vendor Invoice | PO | Description | Account Description | Invoice Amt |
|-------------------|-----------|--------------------------------|---------------------|-------------|
| | 00 | NonDepartmental | \$729,217.81 | |
| | | | \$729,217.81 | |
| | 53 | Sewer Utility Fund | | |
| | 00 | NonDepartmental | \$2,989.78 | |
| | | | \$2,989.78 | |
| | 54 | Sanitation Utility Fund | | |
| | 00 | NonDepartmental | \$4,251.37 | |
| | | | \$4,251.37 | |
| | 65 | Al's Fitness Center | | |
| | 00 | NonDepartmental | \$5.00 | |
| | | | \$5.00 | |
| | 82 | Insurance Reserve Fund | | |
| | 00 | NonDepartmental | \$63.81 | |
| | | | \$63.81 | |
| | | Grand Total: | \$771,860.39 | |

AP Check Register (APLT43)

City of Altamont

| | | Check No | Check Date | Vendor No | Vendor Name | Check Amount |
|-----------------|----------|-----------------|------------|-----------|-------------------------------------|--------------|
| Bank No: | 1 | Account: | 006572 | | | |
| | | 34511 | 4/8/2021 | 61 | ACE HARDWARE | \$108.94 |
| | | 34512 | 4/8/2021 | 150 | Altamont Builders Supply | \$1,144.53 |
| | | 34513 | 4/8/2021 | 240 | B&L Waterworks Supply | \$906.59 |
| | | 34514 | 4/8/2021 | 79889 | Border States Industries Inc | \$187.31 |
| | | 34515 | 4/8/2021 | 79958 | BRIAN SINCLAIR | \$5.00 |
| | | 34516 | 4/8/2021 | 60 | CITY OF ALTAMONT | \$15,273.83 |
| | | 34517 | 4/8/2021 | 40 | City of Altamont Petty cash | \$140.00 |
| | | 34518 | 4/8/2021 | 79832 | Core & Main | \$133.80 |
| | | 34519 | 4/8/2021 | 79927 | D GERBER COMMERCIAL POOL PRODUCTS & | \$4,078.90 |
| | | 34520 | 4/8/2021 | 80064 | Ditch Witch Financial Services | \$927.72 |
| | | 34521 | 4/8/2021 | 1000 | EVERGY | \$422.38 |
| | | 34522 | 4/8/2021 | 565 | GALL'S INC. | \$32.33 |
| | | 34523 | 4/8/2021 | 691 | HIGHER CALLING TECHNOLOGIES LLC | \$152.99 |
| | | 34524 | 4/8/2021 | 80177 | Industrial Chem Labs | \$106.86 |
| | | 34525 | 4/8/2021 | 79967 | INSURANCE AND BENEFITS GROUP | \$16.00 |
| | | 34526 | 4/8/2021 | 949 | KANSAS MUNICIPAL ENERGY AGENCY | \$350.00 |
| | | 34527 | 4/8/2021 | 880 | KANSAS ONE CALL SYSTEM INC | \$6.00 |
| | | 34528 | 4/8/2021 | 100 | Labette Avenue | \$34.00 |
| | | 34529 | 4/8/2021 | 1057 | LABETTE COUNTY PUBLIC | \$1,376.81 |
| | | 34530 | 4/8/2021 | 79848 | Labette Hardware | \$62.92 |
| | | 34531 | 4/8/2021 | 1373 | LeaAnn Myers | \$164.08 |
| | | 34532 | 4/8/2021 | 1251 | MASTERCARD UTILITY DEPARTMENT | \$712.00 |
| | | 34533 | 4/8/2021 | 1245 | MCCARTY'S | \$759.42 |

AP Check Register (APLT43)**City of Altamont**

| Check No | Check Date | Vendor No | Vendor Name | Check Amount |
|-----------------------------|------------|-----------|--------------------------------|--------------------|
| 34534 | 4/8/2021 | 1340 | MIDWEST MINERALS, LLC | \$903.63 |
| 34535 | 4/8/2021 | 1439 | NAPA | \$277.85 |
| 34536 | 4/8/2021 | 1550 | O'REILLY AUTOMOTIVE INC | \$53.97 |
| 34537 | 4/8/2021 | 1680 | PUBLIC WHOLESALE WATER SUPPLY | \$10,000.00 |
| 34538 | 4/8/2021 | 1690 | QUALITY PRINTING, INC. | \$609.00 |
| 34539 | 4/8/2021 | 9587 | Raymond Coffey | \$52.08 |
| 34540 | 4/8/2021 | 1909 | SEK Auto Sales, Inc. | \$36.00 |
| 34541 | 4/8/2021 | 11067 | SEK Shooting Sports | \$328.50 |
| 34542 | 4/8/2021 | 2230 | THOMAS IMPLEMENT | \$376.44 |
| 34543 | 4/8/2021 | 80178 | Ty Lahey | \$40.00 |
| 34544 | 4/8/2021 | 2447 | VISA - POLICE DEPT | \$626.64 |
| 34545 | 4/8/2021 | 79532 | Visa 6275- Office | \$192.31 |
| 34546 | 4/8/2021 | 79945 | Vision Service Plan (CT) | \$181.12 |
| 34547 | 4/8/2021 | 2441 | WCA Parsons KS Transfer Statn. | \$3,058.24 |
| 34548 | 4/8/2021 | 79847 | Wichita State University | \$430.00 |
| Bank Account Totals: | | | | \$44,268.19 |
| Total Of Checks: | | | | \$44,268.19 |

AP Wire Register (APLT44)

City of Altamont

| Wire Nbr. | Wire Date | Vendor No | Vendor Name | Wire Amount |
|-----------------------------|------------------------|-----------|-----------------------------|---------------------|
| Bank No: 1 | Account: 006572 | | | |
| -778 | 4/8/2021 | 950 | Kansas Municipal Gas Agency | \$727,592.20 |
| Bank Account Totals: | | | | \$727,592.20 |
| Total Of Wires: | | | | \$727,592.20 |

City Administrator Report City Council April 8, 2021

Working Items / Projects

- 1) Natural Gas/ Energy Crisis – Payment agreements due by April 16th. 20% of April bill due by April 27th. Extension may be requested with Council approval. Start looking into Gas purchasing agents/ KMGGA.
- 2) We have begun setting up payment plans this month. It is very busy in the office.
- 3) Update of Personnel Handbook. 75% complete.
- 4) New signs for Police Department and Fire Department have been ordered.
- 5) Bids on agenda for tonight.
- 6) CIC Annual Renewal will be presented at next meeting. The Agreement and Invoice are being changed to reflect the Court and Server Backup being removed from CIC. CIC Software was still down and have not provided the update agreement yet.
- 7) USDA Loan for fire truck in Final stages. Funds are now available. Fire Truck is anticipated to arrive in November.
- 8) Will begin using new court software in April.
- 9) We will begin to start the budget process this month. Work with department heads to create department budgets.

Upcoming Items/ Projects

- 1) Electric Fund
 - a. Tabled to May 13th
 - b. In mean time, will work on liability questions and other possible options w/ costs

Altamont Police Department
Quarterly Report
December 2020 through March 2021

The police department has handled numerous calls during this period from dog bites to animal control, civil standby's/child exchanges, citizens assist, lake patrol, and safety checks.

Citations and warnings for traffic violations, conducted motorist assist situations and conducted accident reports.

Assisted other agencies with calls and traffic situations.

During this quarterly period the police dept has conducted numerous investigations and made several arrest. Some ranging from driving while suspended, possession of marijuana and possession of drug paraphernalia.

Other more serious crimes we have investigated and arrested subjects on stem from theft reports, domestic battery, child abuse, agg battery with a knife, criminal threat and distribution of child pornography .

Conducted a class at LCHS pertaining to safe dating and human trafficking .

All officers are finalizing training to maintain their certifications with various trainings

Been working with Audree on designs & signage for the police department and redoing the sign at the fire department, should be seeing and receiving new signage soon.

Officer Sinclair resigned to take a position with Oswego PD, and hired Officer Davis who is attending KLETC for the next 14 weeks. People will see several new faces patrolling the city while officer Davis is gone to the academy.

Michael Shields, Chief of Police, #569

Altamont Police Department

INSTALL WATER, GAS AND SEWER TO NEW GARAGE ON 7TH

MEETING WITH SHERIFF DEP. PD AND FIRE DEP. ON PUBLIC AWARENESS, EMERGENCY RESPONSE CAPABILITIES

101 S WELLS REPLACE WATER VALVE AND MOVE GAS METER TO HOUSE

HAUL ROCK AND SPREAD AT LAKE

ADD CULVERT EXTENSIONS AT RESIDENCE ON N GARTNER

GMC DUMP TRUCK REPAIR TAILLIGHTS, AIR LEAKS AND OIL LEAKS. TO BRING UP TO SPECKS FOR CDL TEST (PLUS WE GOT STOPPED BY PD MOVING SNOW FOR TAILIGHT OUT) *congrats to J.B. passed CDL*

MOVE SNOW

SENT ANNUAL 7100 REPORT TO PHMSA FOR GAS

WE HAD 7 FROZEN WATER METERS AND VALVES IN COLD SPELL

WATER AND WASTE WATER AUDIT FROM KDHE

GAS AUDIT FROM KCC

YEARLY WELDING TESTS AND EMERGENCY PLAN REVIEW (USD)

REPLACE WATER HEATER IN PD, AND TAKE OUT SINK TO MAKE A NEW SHOWER FOR THEM

WORK ON GETTING BIDS FOR LAGOON HEDGE ROW REMOVAL

- mow - weed eat - spray
- cut Trees at Pool + Park
- clean up from sewer project behind pool
- Level spot at Lake for swing set
- going to go to commissioner meeting for chip + seal, sidearm mow + pump, if we need to lower lake for overflow lining
- Starting Bulk Trash.

Door

Chair

Chair

Chair

Chair

Door

Podium



Door

(4) 96" X 18" TABLES

(4) 96" x 18" Tables: \$98.99/ ea

Bid Opening

Subject: Fence at Lagoon

Date: 04/05/2021

Time: 2:00 PM

Location: 407 S Huston, Altamont

| Company | Amount |
|------------------------------|------------|
| Jeremy Bates | \$3,550.00 |
| Jordan Day- Daybreak Fencing | \$4,480.74 |
| Bob Spencer | \$4,001.00 |
| 4-State Fencing | \$5,887.00 |
| | |
| | |
| | |

Recommendation: Jeremy Bates

Bid Opening

Subject: Hedge Row Removal

Date: 04/05/2021

Time: 2:00 PM

Location: 407 S Huston, Altamont

| Company | Amount |
|---------------------|------------|
| Myers Dozer Service | \$9,700.00 |
| Clint Hanigan | \$9,300.00 |
| | |
| | |
| | |
| | |
| | |

Recommendation: Clint Hanigan

Bid Opening

Subject: 20 Acres, Bale/ Hay

Date: 04/05/2021

Time: 2:00 PM

Location: 407 S Huston, Altamont

| Company | Amount |
|----------------|---------------|
| Jeremy Bates | Pay \$102.00 |
| Joe Stice | Pay \$8/ bale |
| Bradley Harold | Pay \$650.00 |
| | |
| | |
| | |
| | |

Recommendation: Bradley Harold

ECONOMIC DEVELOPMENT INCENTIVE APPLICATION

| | | |
|--|--|--|
| BUSINESS NAME: <u>S3 Screen Printing</u> | | |
| BUSINESS OWNER NAME: <u>Emily Smith</u> | | CONTACT PHONE: <u>620-423-5374</u> |
| | | CONTACT EMAIL: <u>emily@s3screenprinting.com</u> |
| BUSINESS ADDRESS: STREET <u>9116 E. 4th St.</u> PO BOX <u>208</u> | | |
| CITY <u>Altamont</u> | STATE <u>KS</u> | ZIP <u>67330</u> |
| <input type="checkbox"/> RENT <input checked="" type="checkbox"/> OWN | BUILDING OWNER (if different from business owner): | |
| BUSINESS PHONE: <u>620-778-1334</u> | | BUSINESS EMAIL: |
| BUSINESS WEBSITE: <u>s3shotcd.com</u> | | |
| TYPE OF BUSINESS: <input checked="" type="checkbox"/> RETAIL <input type="checkbox"/> OFFICE <input type="checkbox"/> MANUFACTURING <input type="checkbox"/> WAREHOUSE <input type="checkbox"/> OTHER: | | |
| SERVICE/ PRODUCT: <u>Screen Printing / Embroidery</u> | | # OF EMPLOYEES: <u>4</u> |
| DAYS OF OPERATION: <u>5</u> | | HOURS OF OPERATION: <u>8 hour</u> |
| INVESTMENTS: <u>Built a building</u> | | |
| TOTAL OF INVESTMENTS: | | SALES TAX # OR FEIN: |
| CONTACT NAME: <u>Emily Smith</u> | | CONTACT PHONE: <u>620-423-5374</u> |
| | | CONTACT EMAIL: |
| Signature: <u>Emily Smith</u> | | Date: <u>4.5.21</u> |
| Printed Name: <u>Emily Smith</u> | | Title: <u>Owner</u> |

Application must include:

Sales Tax Certificate
Kansas State Food License (if applicable)
Utilities Application (if required)
Building Permit (if applicable)

For Office Use Only:

Approved: YES NO DATE:

Signature: _____

City of Altamont Mayor -



shop@altamontks.com

From: Ervin Eicher <sales@circleeauction.com>
Sent: Friday, March 12, 2021 3:43 PM
To: shop@altamontks.com
Subject: Sweeper Quote

Brad,

Circle E Auction will provide the City of Altamont, KS the following:

JCT 72" sweeper broom with bucket. Skid steer quick attach. Brand new. \$2,400

Have a great weekend,
Merlin Eicher

2021 SWIMMING POOL MANAGER CONTRACT

THIS AGREEMENT, made this 8th day of April, 2021, by and between the City of Altamont, Kansas, a municipal corporation existing under the laws of the State of Kansas, hereinafter referred to as "City", and Paige March.

WITNESSETH:

For and in consideration of the salary hereinafter mentioned, Paige March agrees to act as manager of the Altamont Swimming Pool including the bathhouse, concessions and all appurtenances beginning May 16, 2021 and ending August 21, 2021 (dates are subject to change due to the COVID-19 pandemic).

IT IS FURTHER COVENANTED AND AGREED AS FOLLOWS:

SECTION 1: Paige March agrees to operate such facilities in compliance with this agreement, and all State and Federal Laws and Ordinances in effect or which may hereafter be adopted, including all rules and regulations of the Kansas State Board of Health.

SECTION 2: It is agreed and understood that the pool is to be open to the public between the hours of 1:00 PM and 7:00 PM Monday through Saturday; 2:00 PM to 7:00 PM on Sundays and Family Swim 7:00 PM to 8:00 PM on Tuesdays and Thursdays, commencing on May 29, 2021 until August 15, 2021. The pool will not be open on days when school is in session. The Manager shall have the option not to open the pool on those days when the air temperature is 68 degrees or below or during bad weather conditions. The decision to close or re-open will be made by 3:30 PM

SECTION 3: The manager shall cause to be hired duly qualified life guards to assist in the operation of the facilities. All lifeguards & manager will be CPR and First Aid certified and have their Red Cross Lifeguard certificate.

SECTION 4: The City of Altamont shall order chemicals, disinfectants, or other necessary items to properly maintain the premise. The City of Altamont Utility Department will administer and test all chemicals every morning or as required. Anyone working with the chemicals and chlorine for the pool are to wear protective gear including but not limited to rubber gloves, eye protection (safety glasses/goggles), and face mask covering the nose and mouth. No one under the age of 18 is allowed to work with the chemicals and chlorine. Every day, whether the pool is open or not, the pool water is to be tested for safety. These tests must be performed early enough every day so that chemicals and chlorine can be added and safely brought to proper safety standards prior to either the time for swimming lessons, or if no lessons are held, prior to the pool opening to the public. No one is allowed in the pool water if the water tests show the chemicals, or lack thereof unsafe.

SECTION 5: The Pool Manager shall deposit the admission fees, city pool parties, season passes, concession money and any swim lesson money paid at the pool daily in Labette Bank. There will be a true accounting of ALL monies as applicable.

SECTION 6: The manager shall keep the pool, bathhouse, and concession area clean throughout the time of operations, and he/she shall not knowingly permit any gambling to be done or intoxicating liquors to be sold or consumed on the premises. No smoking or use of tobacco products will be allowed in or around the property. No smoking within 10 foot of the pool, pool house or pool fence as described by Kansas State Law.

SECTION 7: The manager shall not permit any running or romping on the cement walks around the pool or within the pool enclosure, and will prevent the throwing of any trash, candy wrappers or other refuse in the swimming pool, and no food or refreshments of any kind shall be carried into or consumed beyond restricted areas within the pool enclosure with exception of pool parties.

SECTION 8: All concessions, candy, pop, chips, candy, frozen ice pops, drinks, etc. will be at the expense of the City of Altamont and the City will retain all profit from them. Lifeguards and pool staff will be provided free bottled water, one bottle of Gatorade per day and may purchase any other concessions at cost.

SECTION 9: The manager will be responsible for scheduling swimming parties. All Swimming Pool party receipts shall be deposited in Labette Bank in the City of Altamont's account. A party of 1 to 25 people, (regardless of swimmers or observers) is \$40; a party of 25 to 50 people is \$60 and a party over 50 people is \$80 Two certified lifeguards are required for parties of 1 to 25 people; three certified lifeguards for parties of 25 to 50 people and four certified lifeguards for over 50 people. Lifeguards will be paid \$20 per pool party. The maximum Pool Party limits may be adjusted at the City discretion due Covid-19 at any time.

SECTION 10: It is agreed and understood between the parties: Paige March, manager and those employed at the Altamont Swimming Pool are the employees of the City of Altamont, and that the Swimming Pool manager is responsible for the hiring of pool staff with the approval of the City. The Swimming Pool manager is also responsible for the control and supervision over their actions, activities and/or work methods and for their conduct in carrying out their prescribed duties. The pool manager will report all incidents and issues to the City. All pool employees will conduct themselves in a professional manner at all times. It is further agreed that the pool manager shall be responsible for the schedule of work.

SECTION 11: There will be a Salary Cap of \$16,300 for the 2021 Pool Season; Except for Pool Parties and Swimming Lessons. Swimming Lesson wages for the 2021 summer season are set at \$15.00 per hour for WSI (Water Safety Instructor) certified lifeguards and \$8.00 per hour for additional lifeguards assisting with lessons.

The Salary Cap and Pay Schedule for 2021 shall be as follows:

| Pay Period | Timesheets Due | Pay Date | Salary Cap |
|----------------------|-------------------------|-----------------|-------------------|
| May 16 – May 29 | May 31 st | June 2 | \$1,000 |
| May 30 – June 12 | June 14 th | June 16 | \$2,700 |
| June 13 – June 26 | June 28 th | June 30 | \$2,700 |
| June 27 – July 10 | July 12 th | July 14 | \$2,700 |
| July 11 – July 24 | July 26 th | July 28 | \$2,700 |
| July 25 – August 7 | August 9 th | August 11 | \$2,700 |
| August 8 – August 21 | August 23 rd | August 25 | \$1,800 |

SECTION 12: The Pool Manager and lifeguards are responsible for cleaning the pool. In order to slow the spread of the Covid-19 virus, lifeguards will be vigilant about taking following steps:

- washing their hands frequently with soap and water for at least 20 seconds, or using hand sanitizer with at least 60% alcohol when soap and water is not available,
- avoiding touching their eyes, nose and mouth,
- social distancing of at least 6 feet whenever possible,
- cover their coughs and sneezes with an elbow or tissues and then wash their hands or use hand sanitizer with at least 60% alcohol as soon as possible and
- cleaning and disinfecting frequently high touched areas as often as possible. Including, but not limited to, ladder and diving board hand rails, bathrooms, patron and lifeguard chairs, concessions counter and tables, front counter and the telephone.

Attendees to the Altamont Swimming Pool will be admitted if temperature is under 100.4. Attendees will sign in at the time of admission. Swim sessions will be 1:00 PM – 3:30 PM and 4:00 PM – 7:00 PM, Monday – Saturday and 2:00 PM – 4:00 PM and 4:30 PM - 7:00 PM, Sunday to allow for cleaning and disinfecting each day due to Covid-19.

SECTION 13: Paige March, Manager and the Altamont Pool Employees are covered by the EMC Insurance Liability Policy through Insurance and Benefits Group except for willful and wanton conduct and/or gross negligence and Kansas Municipal Insurance Trust workman's compensation insurance.

SECTION 14: I understand if the City of Altamont has to close the pool based on recommendations of the State of Kansas, the County Health Department or due to unforeseen circumstances due to Covid-19 my employment with the City of Altamont will be terminated with little or no warning. At the time of pool closure, I will not receive any additional wages.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

THE CITY OF ALTAMONT, KANSAS

By:

Richard O. Hayward,
Mayor

ATTEST:

LeaAnn Myers
City Clerk

Paige March
Pool Manager

Kansas Municipal Utilities Regional Training Group Program *Agreement for Services*

1. Agreement. This agreement is between Kansas Municipal Utilities (KMU), with offices at 2090 East Avenue A, McPherson, Kansas 67460, and The City Altamont, KS (City) with offices at 407 S Huston St, Altamont, KS 67330. This agreement contains the entire agreement between the parties and supersedes prior documentary or oral understanding between them and may not be amended except by a document signed by both parties and referring specifically to this agreement.

2. Services to Be Performed. KMU agrees to provide the comprehensive training & safety services to participants in the Regional Training Program, of which the City is a client, for a minimum two-year period commencing January 1, 2022. Services will include:

a. Monthly Employee Safety Meeting. KMU will provide one monthly on-site training meeting, for a total of 12 training sessions in each year of the agreement. The meetings are to be held at a location deemed appropriate by the City. KMU will notify the utility in advance as to the date and times of these meetings. Monthly meeting topics will be determined by KMU and City leadership.

3. Consideration. In consideration for the services to be provided by KMU, the utility agrees to pay \$3,000 annually to be billed quarterly in the amount

of \$750. Such amount shall not increase by more than 5 percent annually for any subsequent year of the agreement.

4. Disclaimer. KMU shall be excused from performance under this agreement if it cannot complete the services provided above because of acts of God, strikes, lockouts, pandemics or other conditions beyond its control. Safety Meetings and consultation may occur virtually if conditions prevent in person meetings. Under this agreement, KMU is providing safety training services. KMU cannot and does not provide any warranty of any kind that accidents will not occur even after training. KMU shall be held harmless from, and indemnified for, any losses, claims, or injuries arising out of the construction, operation, repair or maintenance of the utility facilities owned and operated by the City.

5. Agreement Binding on Successors. This agreement shall be binding upon and shall inure to the benefit of KMU and its successors and assigns.

6. Renewal and Termination. This agreement shall renew annually on January 1 of each calendar year unless the City provides a minimum 90-day notice of termination prior to the end of the calendar year for termination of services for the subsequent calendar year. Termination at any other time must be upon the mutual written consent of KMU and the City.

City of Eudora, KS Electric Department

Date
Name: _____
Title: _____

Kansas Municipal Utilities

Date
Colin Hansen, Executive Director
Kansas Municipal Utilities