

MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF HAYS, KANSAS  
HELD ON MAY 27, 2021

**1. CALL TO ORDER BY CHAIRPERSON:** The Governing Body of the City of Hays, Kansas met in regular session on Thursday, May 27, 2021 at 6:30 p.m.

Roll Call: Present: Mason Ruder

Michael Berges

Ron Mellick

Shaun Musil

Absent: Sandy Jacobs

Vice-Mayor Ruder declared a quorum was present and called the meeting to order.

**2. MINUTES:** There were no corrections or additions to the minutes of the regular meeting held on May 13, 2021; the minutes stand approved as presented.

**3. FINANCIAL STATEMENT:** Kim Rupp, Director of Finance, reviewed the financial summaries of the revenue and expenditure activities of the City of Hays for the month ended April 30, 2021.

Month-to-date (MTD) general fund sales tax collections were at \$549,055 which was a decrease of \$34,960 or -6% as compared to last year. Year-to-date (YTD), general fund sales tax collections are at \$2,561,971, up \$11,182 or .44%. The six month average is at -1.36% which was a decrease of -9.95% when compared to a year ago. MTD county sales tax collections were at \$68,827 with the YTD total at \$311,482.

The report of top ten quarter-to-date (QTD) sales tax collections by classification was down \$367 or -.02%.

The portfolio of certificates of deposit on April 30, 2021 totaled \$32,500,000 with a weighted average interest rate of .04% down -1.75% from a year ago. The total par value of the US Treasury Notes is \$5,025,000 with a

weighted average yield to maturity of .06%. The total balance of the Money Market account on April 30, 2021 was \$19,750,000 with a current yield of .05%. Total investments are down \$6,252,000.

Ron Mellick moved, Shaun Musil seconded, to approve the Financial Statement for the month of April, 2021 as presented.

Vote: Ayes: Mason Ruder  
Michael Berges  
Ron Mellick  
Shaun Musil

**4. CITIZEN COMMENTS:** There were no comments.

**5. CONSENT AGENDA:** There were no items on the Consent Agenda for consideration.

### **NEW BUSINESS**

**6. 2020 AUDIT:** As required by Kansas Statute, the City of Hays hires an outside firm to conduct an annual audit of City finances. The audit represents an unbiased opinion of business practices and the financial soundness of all City funds.

Kim Rupp, Director of Finance, thanked his staff, Lori Hertel, Brenda Kitchen, Jami Breit, Rachel Albin, and Shanna Koster for all they do to ensure a clean audit.

Melissa Romme and Jami Benyshek of Adams Brown presented the 2020 Audit to the Commission.

Shaun Musil moved, Ron Mellick seconded, to accept the 2020 Audit for the City of Hays as presented by Adams Brown.

Vote: Ayes: Mason Ruder  
Michael Berges  
Ron Mellick  
Shaun Musil

**7. WATER PRODUCTION SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) IMPROVEMENTS: DESIGN, INTEGRATION AND INSTALLATION SERVICES – AWARD OF BID:**

Jeff Crispin, Director of Water Resources, stated the SCADA system that operates the water plant and 25 ancillary sites including: production wells, booster stations, and water towers, was installed in 1993. The computer system is used for gathering and analyzing real time data and to monitor and control equipment both at the water plant and in the field. The current system is outdated, unreliable, and requires a substantial upgrade to ensure continuity of operations of the water system. Since installation 28 years ago, there have been many advancements in hardware and connectivity that have left our system behind.

The current system communicates data and allows general control to assets remotely from the water plant via radio frequency and has proven to be unreliable. Currently, the water plant is unable to communicate with 12 sites. Miscommunication is due to outdated equipment, software configuration problems, impairments such as antenna and cable issues, and clear line of site from antenna in the field to the water plant.

Mr. Crispin stated the best solution to ensure reliable communications between the water plant and assets is through a secure fiber optic connection. Connectivity of this manner would be best accomplished through a paid monthly connection call a “Managed Option” from a local provider utilizing their infrastructure. Mr. Crispin stated 18 of our 25 assets have fiber access readily available. City staff is working to have the remaining seven locations connected and the local provider is willing to make those connections at no cost to the City. All 25 sites would have a firewall installed and fiber connection. This will ensure a reliable connection to our assets in all weather conditions. No longer will we have to rely on antennas, radio frequency, and interference.

Staff solicited proposals for the Water Production SCADA Improvements Project. The project included a Base Bid as well as 2 Alternates. Bids were opened on February 2, 2021 with R.E. Pedrotti of Mission, Kansas being the low bidder.

- Alternate 1 Site Surveillance System – To provide one camera at each remote site location, intrusion detection at each remote site location, and four cameras at the Water Treatment Plant.
- Alternate 2 Service Contract Extension – A three year extension to the maintenance/warranty contract.

City Staff recommends approval to authorize the City Manager to enter into an agreement with R.E. Pedrotti in the amount of \$801,225 for the base bid plus Alternate 2. Staff deemed that Alternate 1 is not necessary at this time due to the high costs.

The RFP was created specifying the same hardware and software that was installed with the upgrade of the Water Reclamation and Reuse Facility project. This would ensure that parts between plants could be interchanged if necessary.

Mr. Crispin stated that although the water and wastewater systems are computer operated, they are both separate from the City's Information Technology (IT) Department. The system is not connected to the City's intranet system.

Michael Berges moved, Ron Mellick seconded, to authorize the City Manager to enter into an agreement with R.E. Pedrotti in the amount of \$801,225 for design, installation, and integration of a new SCADA system for the water plant to be funded from Water Capital.

Vote: Ayes: Mason Ruder

Michael Berges

Ron Mellick

Shaun Musil

## **8. AIRPORT APRON REHABILITATION AND BEACON REPLACEMENT –**

**AWARD OF BID:** Jamie Salter, Director of Hays Regional Airport, stated bids were received for the rehabilitation of the apron and replacement of the beacon at the Hays Regional Airport. This project is included in the 2021 Airport Capital Improvement Program and is eligible for Federal funding.

The apron was originally constructed in 1991 and is showing signs of deterioration. It is in need of rehabilitation to extend its service life. The primary purpose of the apron is aircraft parking. The damaged panels produce debris that can damage aircraft and become projectiles, creating a safety hazard for those accessing the areas.

The existing beacon was constructed in 1962 and has exceeded its expected service life of 20 years. Maintenance on the beacon requires the use of a bucket truck, as it is unsafe to climb. Replacement with a new rotating beacon with a tilt-down pole will make it easily accessible for maintenance as no special equipment is necessary for access. A new beacon will result in increased reliability and decreased maintenance costs. A beacon serves as a visual navigational aid to indicate the location of the airport.

The sole bid came from APAC Kansas, Inc. with a total price of \$1,142,393, which is below the engineer's estimate of nearly \$1.4 million. This includes \$23,075 of items ineligible for FAA reimbursement. The ineligible items include portions of Taxiway F adjacent to the apron. Completing these areas at the same time will result in a more quality product and increase longevity in that area. The remaining cost is covered at 100% as part of the Airport Rescue Grants.

The total cost of this project is \$1,514,025. The FAA Airport Improvement Program projects are traditionally funded at 90%, with a local City match of 10% required. As a combination of Airport Improvement Program and American Rescue Plan Act funding, this project will be funded at 100% through the FAA with no City share required other than the \$23,075 for ineligible items.

Assuming a timely award of grant by the FAA, the project will be completed by the end of 2021. Construction will have no impact on commercial air service but will require aircraft to taxi to and from the terminal in a different location for the first 30 days of the project. Construction is also phased to minimize the effect on other airport operations.

Ron Mellick moved, Shaun Musil seconded, to accept the bid from APAC Kansas, Inc in the amount of \$1,142,393 to rehabilitate the apron and replace the

beacon at the Hays Regional Airport, contingent upon the FAA awarding a grant for Federal funding, and authorize the City Manager to carry out this project including the execution of the FAA grant agreement when offered.

Vote: Ayes: Mason Ruder  
Michael Berges  
Ron Mellick  
Shaun Musil

**9. AIRPORT APRON REHABILITATION AND BEACON REPLACEMENT – CONSTRUCTION ENGINEERING SERVICES:** Jamie Salter, Director of Hays Regional Airport, stated the previous agenda item addressed bids received for the rehabilitation of the apron and replacement of the beacon at the Hays Regional Airport. Inspection and observation of the construction needs to be accomplished according to FAA guidelines to satisfy the terms of the grant funding, to assure proper adherence to the plans, and to ensure quality construction. The City’s Airport Engineering Consultant, Burns and McDonnell (BMcD), has presented a scope of services and fee to accomplish the required construction oversight and project documentation. The cost for these services is \$247,000 and is eligible for 100% funding through the FAA.

Shaun Musil moved, Michael Berges seconded, to authorize the City Manager to execute Work Authorization No. 2 with Burns and McDonnell in the amount of \$247,000, contingent upon the award of a Federal grant to be funded 100% through the FAA.

Vote: Ayes: Mason Ruder  
Michael Berges  
Ron Mellick  
Shaun Musil

**10. PROGRESS REPORT:** Collin Bielser, Assistant City Manager, presented a monthly report of city-related activities, services, and programs.

**11. HAYS HAPPENINGS/UPCOMING EVENTS:** Melissa Dixon, Director of the Convention and Visitors Bureau, presented information on events that will be going on in Hays during the month of June. She also shared a three year

summary of visitor and consumer analytics for Hays. She stated the information included in the reports was obtained through mobile device tracking and credit card transaction reporting. The study only included people coming from 50 miles outside of Hays, so local activity was not included. It provided data such as a visitor profile, information on where visitors came from, and what they did when they got to Hays.

**12. COMMISSION INQUIRIES AND COMMENTS:** The Commissioners wished everyone a happy and safe Memorial Day.

Commissioner Berges congratulated the Hays High Baseball team on their state win as well as their track team that received many awards. He also wished good luck to TMP-Marian athletes who will participate tomorrow.

Commissioner Berges also stated the recent remodel of the Hays Public Library is phenomenal and he is looking forward to their open house. He also thanked the Hays Public Library staff for taking care of the kids that were at the library when the storm hit and for keeping them safe.

The meeting was adjourned at 7:39 p.m.

Submitted by: \_\_\_\_\_

Brenda Kitchen – City Clerk