

City of Hays
City Commission
Work Session Notes
Thursday, August 19, 2021 – 6:30 p.m.

Present: Sandy Jacobs, Mason Ruder, Michael Berges, Ron Mellick, Shaun Musil, Toby Dougherty, Kim Rupp, and John T. Bird

August 5, 2021 Work Session Notes

There were no corrections or additions to the minutes of the work session held on August 5, 2021; the minutes stand approved as presented.

2021 Biosolids Handling Truck – Award of Bid

Jeff Crispin, Director of Water Resources, reported the 2021 Department of Water Resources' budget included \$300,000 for the purchase of a biosolids handling truck for the Water Reclamation and Reuse Facility. The new truck would replace two trucks within the Water Reclamation and Reuse Facility fleet currently used for biosolids and liquid hauling. Both pieces of equipment have reached well beyond their useful life.

Bids were opened on July 20, 2021. Summit Truck Group of Salina, Kansas submitted the low bid for a 2022 Model HV613 International Truck with a 2021 Spread All TK20T manure spreader box. Their bid of \$166,220 is below the budget amount of \$300,000 and meets the required specifications.

At the August 26, 2021 Commission meeting, Commissioners will be asked to award the bid for the purchase of a 2022 Model HV613 International truck with a 2021 Spread All TK20T manure spreader box from Summit Truck Group of Salina, Kansas for the total price of \$166,220 to be paid out of the New Equipment Reserve fund.

Commissioner Musil asked if the truck is in stock or if it will be ordered. Mr. Crispin stated it will be ordered and due to COVID-19, delivery could be delayed.

Vine Street – Release of Excess Right of Way

John Braun, Project Manager, stated the North Vine Street Corridor project created a configuration of excess right of way along the West Vine Street Frontage Road between 37th Street and Interstate 70. With the construction of the roundabout at the intersection of 37th and Vine, the West Frontage Road was disconnected from 37th Street leaving a portion of the frontage road and 41st Street right of way north of 37th Street as excess property. During the design and right of way acquisition phase of the North Vine Street Corridor Project, this excess right of way was considered for transfer back to the adjacent property owner, while reserving a public utility easement.

KDOT has determined this right of way to be excess and has deeded it over to the City. The City Attorney has prepared a quitclaim deed that would transfer ownership of the tract to the adjacent property owner at 3701 Vine Street, reserving easements for utilities currently existing within the boundaries of the property. The City Attorney has also prepared a resolution that would approve the transaction and authorize the Mayor to sign the deed.

Commissioner Mellick asked if the property owners could build on this tract of land being transferred to them. Mr. Braun stated they could build on that area, but the standard 25 foot building setback would apply. They also could not build over the water line because it is protected by the utility easement.

At the August 26, 2021 Commission meeting, Commissioners will be asked to approve the Resolution authorizing the Mayor to sign a deed transferring title of portions of Vine Street Frontage Road right of way and reserving a public utility easement.

Solid Waste Baler and Conveyor – Award of Bid

Marvin Honas, Solid Waste Superintendent, stated the 2021 Budget included \$85,000 for the purchase of a new horizontal closed end baler for the Solid Waste Division. This piece of equipment is used for the baling of the paper and cardboard recycling material collected daily by staff.

Four qualified bids were received. The low bid for the baler and conveyor that met all specifications is \$95,000. Staff recommends awarding the bid to TAKNEK, LLC for a new TAKNEK baler/conveyor for the total amount of \$95,000.

Mr. Honas noted that the low bid is over the budget amount by \$10,000. Quotes for this equipment for the 2021 budget were originally obtained in the spring of 2020, prior to the onset of COVID-19, and the related supply and pricing issues caused by the pandemic. Staff contacted vendors to inquire about the unexpected increase in the cost of the baler/conveyor and were told that the increased costs were mainly due to the increases in steel costs and the increased shipping costs that have occurred in the past year.

Mr. Honas added that we can be very proud of our Recycling Program and noted that we have a very good participation rate.

At the August 26, 2021 Commission meeting, Commissioners will be asked to award the bid for the purchase of a new TAKNEK Model TBC-40 from TAKNEK, LLC in the amount of \$95,000 to be funded out of the Solid Waste Reserve.

New Fire Station Architectural Design Services

Ryan Hagans, Fire Chief, stated in May of this year the City Commission approved the issuance of a Request for Qualifications to solicit architectural firms' credentials for the design of a possible second staffed fire station. Thirteen submittals were received. City staff reviewed the submittals and invited finalists to attend a workshop to define the scope of this project. Following the workshop, two firms submitted a fee proposal for architectural design services. Kraybill Associates from Wichita, Kansas submitted the low proposal of \$316,450.

The 2022 City of Hays Capital Improvement Plan includes a budget of \$325,000 for fire station design services. Kraybill Associates proposed fee of \$316,450 is \$8,550 below the budgeted amount. This fee is based on an overall budget of \$4,250,000, with an estimated construction cost around \$3,500,000.

At the August 26, 2021 Commission meeting, Commissioners will be asked to authorize the City Manager to enter a contract with Kraybill Associates in the amount of \$316,450, or not to exceed 9.05% of the station's construction costs, for architectural design services for a new fire station to be funded from the City Commission Capital Reserve.

Rural Opportunity Zone Discussion

Commissioner Musil has brought this topic forward to discuss whether or not the City Commission wishes to allocate any monies for a City of Hays sponsored student loan repayment program. He said if this is a way to attract people to move back to Hays it should be considered.

Collin Bielser, Assistant City Manager, provided an overview of the Rural Opportunity Zone (ROZ).

In 2011, the State of Kansas legislature created the Rural Opportunity Zone (ROZ) program as a tool for communities experiencing depopulation to incentive new citizens to move to the region. The program allows eligible individuals to receive a 100% state income tax credit and/or student loan repayment assistance.

Initially conceived for counties less than 20,000 experiencing population loss, the program was expanded this year to include counties with populations at or under 40,000 residents. This increased the number of eligible counties from 77 to 95. Recently, the Ellis County Commission adopted a resolution announcing their participation in the ROZ student loan repayment program.

Mr. Bielser stated if the City wished to create a City-wide sponsorship opportunity, funds would need to be budgeted. A resolution would be due to KDC by January 31 annually. Due to budget and programing timelines, it would be wise to determine and allocate funds for a student loan program sponsorship during the budgeting process. No Resolution is required if not directly funding a sponsorship.

Commissioner Mellick stated he would like to check with Rooks and Phillips County, who have had their programs in place for years, to see if the program has been utilized.

Commissioner Musil agreed and would like to get more information from counties that have used it. He feels there is not time to add it to the budget this year.

Mayor Jacobs stated it would be interesting to wait a year and see what happens now that the program is available to larger counties.

Toby Dougherty, City Manager, added that the Commission could utilize funds in the Commission Capital Reserves should they decide to participate later, after receiving additional information.

Commissioner Mellick pointed out that any employer can use this as a recruiting tool as well.

2022 Budget Review

City Manager, Toby Dougherty, stated this is the last work session scheduled to discuss the budget. The public hearing will be set for September 9, 2021, at which time the Commission will be asked to adopt the 2022 Budget.

Mr. Dougherty stated Mayor Jacobs had asked for the Commission to consider further extending the sidewalk along 27th Street from Englewood Drive to Thunderbird Drive. He stated the cost for that sidewalk would be approximately \$40,000. The Commissioners agreed to include that area on the priority list of sidewalks for 2022.

Other Items for Discussion

Mayor Jacobs welcomed the Fort Hays State University students back to Hays and stated the Commissioners will join them for a Back to School Picnic on campus on Monday, August 23, 2021.

The work session was adjourned at 7:29 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk