

## **Community Development Report for the March 13, 2018 Commission Meeting**

From Susan Wettstein

We have been working on updating agricultural lease agreements for the airport and Cedar Valley Reservoir. Chris is in negotiations with the lessees.

Now that both spring and summer clean-up weeks have been approved by both the city and county commissions, we will work to get the word out to have success clean-up of our community during the week of April 16-20 and 10-14. With the high winds forecasted we continue to be in a burn ban.

Director of Electric Distribution, Troy Hart, and I met with Bo and C.B. Harris on February 8th to plan a project where the Lake Garnett Grand Prix Revival, with the help of the City's Electric Department, will be installing a speaker system on the east side of Lake Garnett to help with the audio transmission of announcements at their event.

We did some marketing and preparation on the water plant Town Hall meetings in which a total of 38 people attended the two meetings on February 26th. Marketing efforts included news releases, e-blasts, social media posts, advertisements in local newspapers, emails to businesses and community champions, and special letters inviting the rural water districts to attend these meetings.

I prepare the fuel adjustment report monthly for the Billing Department. I also prepare the annual Vested Water Rights Use Reports which were submitted to the State at the end of February.

On Friday, February 23rd we received an email about the State accepting proposals for the Kansas Opportunity Zones. I prepared a proposal letter for City Manager Chris Weiner. That proposal was signed and submitted on March 1st.

We initiated follow up on the Scope of Services for the revised Master Plan for the Garnett Industrial Airport. Garver has provided this document and will be reviewed and discussed by the Airport Board during this Friday's meeting. Hopefully it can be submitted to the FAA soon.

Joe Owens, Power Plant Operator, has been doing a fine job in reporting the monthly discharge report that is required by KDHE by the 28th of the following month. The State was having website issues but have since been resolved. Joe kept on top of this and is to be commended for keeping on task. This is one of those reports that can easily be overlooked, and has been one of the things I have always kept on radar to make sure it is done timely to avoid penalty. Joe makes my job easier and I appreciate that.

On February 27<sup>th</sup>, interviews for the Chamber Director/City Tourism Administrative Assistant position were conducted. Another interview is set for this afternoon (March 6). The advertising and selection process has taken time. It is a decision that both the Chamber and the City must feel is best for each entity. The new person to fill this position will not start before current

employee, Desiree Donovan leaves. She is leaving detailed instructions for the new hire. We hope that we can fill this position soon.

The Neighborhood Revitalization Program term ends on June 30, 2018. City Manager Chris Weiner has visited with the governing body and plans to speak with the County Commission and School Board in the coming weeks so that the program agreement can be extended under whatever terms are agreed upon. Once this is determined the agreement can be signed by all entities and filled before June 30th. We will be creating an updated brochure on this program.

We have 22 new banners sponsored so for this year. Deadline to sponsor a patriotic banner through the Project: Garnett Remembers project is March 30th.

We are working securing a company to handle the June 30th Libertyfest fireworks display and then will begin the task of asking for donation to help defray the costs and allow us to have a nice, big fireworks show.

**Tourism:** The last report for tourism was sent to the Commission with the tourism agenda. The calendar is filling up with events, including some new ones for this year.

Parks and Recreation:

Parks/Recreation/Cemetery

Monthly Report

March 6, 2018

The summer is fast approaching and work at the pool continues. When there are some nice days we continue to patch the pool. Due to all the patching we will probably need to paint the pool as well before we open. I think this will make the pool look good and give a fresh start to the season. We have also started the process of hiring our summer help for the ball fields and the pool. I am very optimistic going into this summer that we have hired some great employees which in turn will lead to a great summer.

The guys continue to cut brush around the lakes and the reservoirs to help clean up the shoreline and also keep the dams clear of any trees. They have also done some dirt work at the complex, building a dirt border around the playground which should look better and also help with some drainage issues that we have in that area.

Basketball has wrapped up and overall I think it was a very successful season. Which means on to the next sport which is soccer. We are finishing up the signups and will placing kids on teams in the next week so they can start practicing and start games by the end of March. As the soccer signups finish we will be getting out information on the summer ball season. I have already been contacted by the neighboring communities about our leagues and the planning has begun. I look forward to a very busy spring and summer.

Baseball and softball have already started at the High School level and we are busy getting things ready for their season as well. I met with Superintendent Don Blome and the school has agreed to help us in redoing the surface of the ball fields. We will be putting down approximately 10 tons of new surface material. This will help with playability, drying, and the safety of the fields. The school has agreed to pay for a bulk of this material which is good for us as we can use the money we saved in other areas. Like I have said before having a good working relationship with the school is vital for us to do the things we need to do. We have also purchased two new batting cage nets and they will be hung when the weather allows us to do so. I hope to have them up in the next few days.

The fitness classes are going very well also. We have had great attendance in all the classes and I am very pleased with the way that they are going. The new low impact cardio class seems to be very popular as well, I am hopeful that it will continue to be and this will be a program that becomes one we offer on a regular basis.

We are making great progress in making the Recreation Center a 24 hour facility. The cameras are being installed and I have one more meeting with a software company then we can go over their proposals and narrow it down or choose the company that we want to use. There are some very good choices for us to decide on and I am looking forward to getting this in place and draw closer to when we can go to a 24 hour facility.

We have had a few burials at the cemetery over the last month and with the recent rains some of the graves have settled a bit so we can do final dirt work on them and get them seeded. We have also had requests to straighten a few stones and do some cosmetic work to a few as well. The guys do a great job at the cemetery and take great pride in making sure it always looks good.

If you have any questions about the parks or the things that we are doing do not hesitate to ask.

Thanks,

Phil Bures, Director of Parks and Recreation

**Planning and Zoning:** The Planning Commission will be meeting on March 13th rather than on March 20th. Information from this meeting, if time allows, will be brought to the March 27th Commission meeting for consideration. Director of Planning and Zoning, Gary Giczewski, has been busy with meetings, inspections and research this month. Today he is at a meeting in Manhattan to learn about dam inspections.

**Code Enforcement:** Officer Pat Tate has been updating his spreadsheet and is still in the process of completing his inspection of the entire town. Pat is gone today due to illness, so I am giving you a vague report in his absence. Gary, Pat, Chris and I recently met with a gentleman from the Kansas Department of Health and Environment on some beautification projects.

Airport:

**Airport Report  
Garnett Industrial Airport  
February – 2018  
Gary Ecclefield – Manager**

1. Completed February Report
2. Fuel Transactions and Invoices.
3. Sent Weather Data to the National Weather Service in Topeka.
4. Several inquiries for hangar space again this month.
5. New phone and Internet service are working well.
6. Drove Courtesy car and checked functions.
7. Charged batteries on mowers.
8. Pawnee spray plane, restored from last year's off field landing, back in service.
9. Shawn Byrne, from the National Weather Service in Topeka, was in to clean and service equipment.
10. Drove runway and checked condition of pavements and lights.
11. January moisture was 0.82 inches, February moisture was 1.42 inches.

**Flight Activity**

1. Flight training
2. Currency flights.
3. Very slow month for flying due to weather conditions.

**Projects**

1. Restroom flooring is scheduled for this month.
2. City Hangar and Airport Shop roofs.
3. Pave fueling ramp.
4. Heights and Hazards. (trees in approach to runway 19)
5. Pursue Master Plan.

As always, I invite the Commission to visit or email me any time you have questions, ideas or concerns. As we begin the process of preparing *Town Talk* for print, I invite Mayor Cole to provide an article for the quarterly newsletter. If there is anything that comes to mind that the Commission would like to see included, please let me know.

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### Electric Distribution Department 3/7/18

The line crew continues to work on cutting trees to maintain proper primary line clearance. Cutting from Pine to Main between 2<sup>nd</sup> & 3<sup>rd</sup>, Kings Hwy between 7<sup>th</sup> & 9<sup>th</sup>, and 1<sup>st</sup> & 3<sup>rd</sup> on Lincoln. Removed 4 trees on 1<sup>st</sup> between Walnut & Elm per customer request.

Had a report that the furnace at Town Hall Center was not working. The crew checked the furnace and discovered the blower motor had burned up. I contacted Tom Wolken about a replacement motor. Tom had a used motor that he loaned the city while he ordered a replacement motor. We received a new blower from Tom a few days later and installed it. Returned the loaner motor back to him.

We had to have some work done to our stick saw. Jason Wettstein was able to find cylinder and piston it needed and the necessary repairs were completed.

The cable tv Vyve has installed some new line on south Walnut up to W 9<sup>th</sup> to south Oak Street. We were able to move some secondary lines up to maintain our line clearances as well as to give them the line clearances that they needed. We discovered a broken pole on South Walnut between 11<sup>th</sup> & 10<sup>th</sup> Street. This pole was part of our old Center, East Inner, East Outer and 2400 volt Circuits. It currently supports cable tv main line, we were able to replace with a newer pole without any difficulties.

The Ice Storm could have been a whole lot worse. The past several years the line crew has done a great job of keeping our main circuits cut back. There are a lot of branch circuits and taps circuits that still need to be cut back. The crew continues to make this one of its highest priorities to maintain proper primary line clearance. By working diligently over the past years we have been able to reduce after hours call out drastically due to tree related outages throughout our system.

The wind we experienced this last week caused some havoc to the electric distribution system. 2 poles were reported broken. 1<sup>st</sup> pole was a 480 volt 3 wire open at Cedar Valley Reservoir. The 2<sup>nd</sup> was a whole lot more complicated. Single phase primary, 240 volt 3 wire open circuit with transformer, and cable tv. We were able cut the primary and tie it back for a temporary dead end. We restored power to almost 3 blocks. We were then able to secure the broken pole and call in an emergency one call to dig safe. We blocked the street off north and south of the pole. With the help of Ken Amaya and the street department we were able to replace the pole, hang a new transformer, resag 240 volt 3 wire open, splice primary wire and restore power.

The Line Crew works very hard to insure that our customers are receiving the highest standard of electric service we can provide.

Electric Distribution Department

Troy S Hart

Garnett firefighters continue their training as weather permits. We are getting ready to begin hands on training with 5 chapters of book work and homework behind us.

Unfortunately the dry weather is also causing issues in town as well as this part of the nation.

Garnett City Fire does utilize the county brush trucks for ease and mobility and they are equipped to handle the grass and brush. The burn ban is in effect again . Very little precipitation has fallen since last October making everything very dry.

Garnett Fire has responded to one automatic alarm, one medical emergency, and four grass /brush fires and one power pole down in February and the early part of March.

We encourage citizens to be mindful of the burn ban and be safe.



March 7, 2018

#### Gas and Water Utilities Report

In the month of February, we had a total of nine Kansas One Call locates, one of which saw the removal of a bare steel service line from the system, fourteen work orders from City Hall, and a single gas leak complaint. With weather permitting, the crew was able to eliminate two more water leaks on the list. One out on Westgate and the other out in the middle of the Garnett Country Club golf course. They also saw to the removal and replacement of a forty-foot lead water service line under 5<sup>th</sup> Avenue near Vine.

As Spring approaches, we are getting ready to start this years rounds of Gas Leak Surveys. This entails a complete over-the-line, both mains and services, inspection of the gas distribution system. The city is divided up into eight different sections, and one section per month, for the next eight months will be surveyed. This is done on a yearly basis and is one of the many state requirements for running a gas system. As mentioned in previous reports, our equipment must be inspected and calibrated, on a monthly basis, along with making sure all records are properly documented. I am also making sure we continue our in-house training in operator qualification and emergency procedures, along with evaluations and maintenance on our equipment.

At our water plant, the large circular basin has recently been inspected by an outside entity and will need to be taken off-line in the next few weeks, long enough to replace a bearing seal on the paddle motor. The goal is to have this done as soon as we are finished draining, cleaning, inspecting, and hopefully repairing our rectangular basin's drag chain. This particular project is high on my list and will require the assistance of the distribution crew to see it through. These are just a couple of the many maintenance issues that will need to be addressed this year to ensure our current plant remains in compliance for the foreseeable future as we work towards our goal of a new water plant for the city.

Apart from that, training continues for both myself, and Mr. Mead in the area of water certification. Though realistically, I still need to find at least one more individual for the role of water plant operator. It does not look as though I am going to find that additional operator among our current staff, so we may seriously have to continue our search outside of the city. The City Manager and myself will have to weigh our options here in the very near future on the best course of action on this matter. Class III operators are not in abundance, and if we could find one, our current pay scale for operators could pose a problem. Which leaves us with home growing our own, but that is a very time intensive endeavor. Whatever we decide, I will do my best to keep you informed.

Sincerely,

Kenneth J. Amaya

Director of Gas and Water Utilities

**From:** Andrea Sobba Garnett Library  
**To:** [Chris Weiner](#)  
**Subject:** Library Report  
**Date:** Wednesday, March 7, 2018 11:57:22 AM

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February was an extremely busy month for us. We conducted 14 programs for all ages. The month started out with our new Teen Tech afterschool program, Katy had four sessions with 42 kids attending. She plans to make this a once a month program for the 5-8th graders. The program teaches various aspects of science, similar to the STEM programs taught in school, but no tests!!

The FOL sponsored our 2nd puzzle contest. We had 6 teams, with the winning team putting together a 500 piece puzzle in 1 hr. and 29 minutes. IT was amazing wto watch. The Adult reading program midway party was held on the 12th. Around 40 people joined us for supper and a breakout game. The Remember When Wednesday was all about Valentines and how people have celebrate through the years. We had some vintage valentines that the historical society brought for us to look at as well as many memories about past valentines from our participants. We also had our monthly Caffeine & Colors session and our Book Club met to discuss the book "Girl of the Limberlost". I presented two breakout sessions to the high school physics class. The kids have to work out various clues and formulas to unlock all the locks on a box to get to the prize. It was a learning experience for them and me! March is looking busy as well - remember we have Pi(e) Day coming up on March 14th!

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*'Be Yourself - Everyone Else is Taken'*

## February Monthly Report

for the

### Power Plant

We rebuilt and refinished the solid oak table that was in Town Hall Center and put it in the break room at city hall. The table has quite a history behind it. It came to Garnett Ks, in July 1905.

We met with Jim Todd who has Navi-Call Solutions LLC to help us figure out what we need at the power plant for cameras and security.

Met with Jerry Robison from Midwest Machinery Co. to look at the cooling tower so we can get a firm price on a replacement tower. He suggested the new tower be built out of stainless steel, as it would last a lot longer with fewer problems.

Attended the KMEA Ex. Board meeting on the 21st Via conference call

We are still working on number 3 engine

Bob Mills

## Monthly Report

### February – 2018

As you know the Street Dept. has been busy patching pot holes and picking up wind-blown limbs as well as spreading salt when necessary. The motor pool has been doing the usual oil changes, brake repair, motor tune up and repairing a tree saw.

John has the 98 trash truck ready to be delivered to Chanute on the 26<sup>th</sup> for a brake overhaul and to have a front leaf spring repaired. He and Jason are going to order the parts to repair the 06 international truck which has been down since last year. Though this leaves them with one trash truck, John feels he can continue providing the usual service as long as there are no more mishaps.

The Sewer Department is still tweaking the plants a little after having a mixer down for so long (6 months), it is a slow process with the cold winter temperatures. We are having problems with our polymer mixing unit that provides a water polymer blend that is used to separate the water from the sludge when running the belt-press. Being we only have 5-6 days holding time in reserve, I have called in Tom Lasser, who is a Rep. from Hawkins, Inc. to see if the unit is fixable. This is something he has done since the company came to town and he is very knowledgeable about these kind of mixers being they install this type of apparatus on a regulator basis. If a quick fix cannot be found, we are hoping we can run the old vac-bed manually if the need arises, part of it went down when the incident in 2017, on Park Road, slapped the power wires together causing minor damage to the belt-press and vac-bed controls. The belt-press damage was repaired, but because of budget concerns, we were waiting for the 2018 budget to start before

having someone check the system. This could be a very pricey order. After calling the company to find out who is qualified to work on this system, I was given the name and number of the only qualified person in the area. I am going to give him a call and see what the rates will be, if they have gone overboard on pricing, I have another person in mind who is very sharp with electronics and maybe he can do the job instead.

John L Olson