



Small, Serene, Simply Garnett.

October 31, 2018

City Hall Report

As you are aware, we are still short staffed at city hall. Diane, Jenny and Travis do an excellent job working together to make sure our customers are taken care of in a timely and efficient manner. The month of October found new customers moving into town as well as several current customers moving to new addresses. Every time a customer moves additional time and work is added to the day to day operations, including processing the finals and collections.

Human Resource office continues to be busy processing new hire files and employee exit paperwork. CBIZ has been chosen as our Agent of Record. They have begun the task of searching for affordable health care for 2019.

Sincerely,

Nancy Hermreck
Interim City Clerk

Community Development Departmental Reports for October 13, 2018

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

1. Completed October Report
2. Fuel Transactions and Invoices.
3. Sent Weather Data to the National Weather Service.
4. Repaired ramp tie down cables, sorted and repaired wheel chocks.
5. Sorted and discarded Airport Shop items.
6. Used weed eater to clean chafe from ramp area for Autocross event.
7. Remounted fire extinguisher in terminal building.
8. Remounted various other items as coat hangers pencil sharpener etc. all in an effort to finalize the ADA improvements to the rest room in the terminal building.
9. Salvage Company from St. Charles MO. came and removed the C-172 from the ramp. This airplane was damaged beyond repair during the summer storm we had. 80 to 90 mile per hour winds tore the planes tie down straps loose.
10. Air conditioner in Terminal Building will need replaced for next year. (Large window unit)
11. Sprayed Terminal Building for insects.
12. Took my Bi Annual Flight Review with one-hour flight and one hour of ground instruction.
13. Cleaned visibility sensors on AWOS and rebooted system. Was reporting low visibility in severe clear conditions.
14. Still mowing and applying herbicide.
15. Bettis Asphalt inspected the pavements to create bid to repair cracks in taxiway and runway.
16. Total moisture received for the month of October was 11.30 inches.
17. Fascia boards on Terminal Building and Airport Shop need replaced.

Flight Activity

1. Training Flights.
2. Currency flights.
3. Crop spraying and aerial seeding.
4. Helicopter operations.
5. Local pilots cross country trips for business and pleasure.

Projects

1. City Hangar and Airport Shop roofs.
2. Pave Fueling Ramp.
3. Heights and Hazards review.
4. Pursue Master Plan.



October 2018

Economic Development Director Report

- Attended Greeley City Council Meeting
- Made a presentation to Rotary
- Met with Phil Griffin from Garnett Inn
- Participated in KEC Network KS Webinar
- Attended Anderson County Tourism Meeting
- Attended the Garnett Municipal Airport Planning Meeting
- Met with USD School Superintendent
- Continued to update LOIS Property Search Site
- Attended the League on Kansas Municipalities Conference
- Attended Garnett City Commission Meetings
- Attended Joint City Commission and County Commission Meeting
- Worked with Chamber of Commerce and Tourism to create Business & Networking Meeting for local businesses. First meeting was 10.18.18
- Met with Shelley Paasch from NetWork Kansas and E-Communities in Independence, KS and toured the Fab Lab and attended and Ice House Session
- Met with Phyllis Wilson and Matt Self from USD Anderson County High School on Youth Entrepreneur Challenge
- Continued to meet with local businesses
- Registered 6 local business owners for Destination Boot Camp Community Reinvention Program in April
- Met with Craig VanWey and Barbara Anderson from Department of Commerce
- Shelley Paasch attended ACDA October E-Community Meeting to talk about programing
- Working on Economic Indicators Report for Anderson County
- Attended Neosho Community College HVAC Advisory Board Meeting
- Met with Russell Plaschka and Abby Works from Kansas Department of Agriculture about Land in Kansas initiative
- Working with Anderson County Mayor's, they will be meeting on 11.15.18 at the Garnett Commission Room

DIRECTOR'S REPORT

GARNETT AREA CHAMBER OF COMMERCE

Membership-Two new members-Edward Jones and Church of Nazarene, and several inquiries. Working with current members on video/photo promotions.

Continued training in all areas with Susan and City Hall Staff.

Window repair and roof repair complete.

Continue to plan 48th Annual Christmas Parade. Grand Marshall selected (Bud Fraker). Promotion for Small Business Saturday/Shop Small continues.

Morning Mingle meetings started with local business owners-Julie, Susan and I all attended. Will have next meeting on November 15th.

Weekly eblasts continue, as well as Chiefs promotion on tickets, which was continued into December. Will continue to spotlight local businesses and meet their advertising/marketing needs.

Continue to keep kiosks and bulletin boards current, as well as keeping brochures etc. supplied where needed.

Monthly duties continue: keeping bank accounts current, social media active, visiting businesses to meet their needs, assisting as necessary in City Hall.

Preparing for Holiday Open House this weekend, and promoting the local businesses participating.

Will attend training workshop next week with Susan and Julie on Grant Writing.

Parks/Recreation/Cemetery
Monthly Report
November 8, 2018

October was a month where we got to catch up a bit on things that had been set aside due to wet weather, special events, and holidays. We were able to catch up on all the mowing and the trimming that needed to be done for the season. With the cold weather towards the end of the month we are hoping that the mowing season is done for us this year. We are now looking forward to our fall and winter projects.

After the recent flood at the reservoir with the help of the street department the reservoir roads have been fixed and a lot of the washed up debris has been removed restoring the campgrounds back to their usual state for the most part. There is still some tree trimming and other small items that need to be done that we will address this fall and winter.

Football season ended this month and we are on to basketball. This is a sport that we rely on the schools for their support with the use of their gyms for practices and games. It is relationships like these that keep our programs successful and those participating in the sport happy to have plenty of space and time to practice.

Charley, Howard, and I have spent countless hours training and getting the new RecDesk software into place for the recreation center to go 24 hours. We have worked out several of the major glitches that we have encountered and still may run into a few smaller ones, but we are comfortable with starting the 24-hour memberships. It will be a few weeks before we adjust the hours at the recreation center so those who are currently members and those eager to join have that opportunity before we start decreasing staff hours.

We had a visit from the President and some staff of the Kansas Recreation and Parks Association. They took a tour of the recreation center and we pointed out all the new things and all the upgrades that we have done since their last visit a few years ago. We really put an emphasis on the new 24-hour system and how we have expanded the things that we offer the community. They were very impressed with the facility and the staff and amazed how we got so much done with so little staff.

With fall also comes trout season. The season opens on November 1st and the first delivery of trout came in on October 24th. We will have two more deliveries over the next few months to make sure that the lake is stocked with trout for the entire season. The season ends in April.

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

Thanks

Phil Bures
Parks and Recreation Director

City of Garnett
Office of Building and Zoning
Gary Giczewski, City Inspector

RE: Activity Report

- Zoning Appeals
 - Anderson County Hospital (St. Luke's) requesting a Variance to property they are wishing to purchase to the south of the existing facility for future parking use. This to be presented to the Planning Commissioners for a vote after all paperwork and public announcement is completed.
- Planning Commission on the City's Comprehensive Plan
 - Awaiting review and comments from the City Commissioners regarding the Comprehensive Plan passed by the Planning Commissioners.
- Inspections & Plan Review
 - Performing inspections and reviews as needed by contractors
 - Observing properties for City Code violations and working with residences to help get them back into compliance when their properties start getting out of hand.

Nuisance Report
October 2018

The weed violations are dwindling down due mostly to nature. The nuisance violations are still noticeable but have lessened. Notices were sent to two property owners and renters. Both are getting compliant, one within a day of being served. Mostly every street south of Second street has been inspected with return inspections required on West 8th.

Two cases will be heard in court tomorrow for violations on 6th and 7th streets.

Community Development and Tourism
From Susan Wettstein

Projects abound during the month of October regarding the airport, rec center, reschedule of the Lake Garnett Grand Prix Revival and the rain/flood event that cause the reschedule. Emergency Management for Anderson County has been working with FEMA and has asked for our assistance in providing information of costs for labor, equipment and repair work that our city incurred during the weather event.

Charley Caron and I gave a presentation at Rotary about the Garnett Community Foundation on October 16.

The number of events, activities, election day and holiday trash route information have kept both Kris and I busy with website and social media work, as well as news releases, etc. Kris has been trained on how to keep up the community calendar. The 2019 special event calendar is almost complete, and the next issue of Town Talk is on the horizon.

Recently, I received information from Constant Contact, our email distribution service, providing results of the last 12 months. We have sent out 40 campaigns totaling 44,825 emails sent. Our average open rate is 23% and average click through rate is 12%. Our highest click through rate was 34%. Of these emails, 39% were opened by a mobile device while 61% by desktop computer. By industry standards, 26.52% is considered "excellent" open rate, while 4.19% is considered "excellent" click through rate.

I attended the Kansas Tourism Conference October 22-25 in Junction City. I also attended the Opportunity Zones meeting in Mulvane on October 26th.

The City Flag Design Challenge Committee will be meeting as time permits for project chairman Eddie Gruver. There are approximately 50 entries for the committee to review. A large percentage of those entries are thanks to Reva Pracht, who encouraged local elementary students to submit entries. We have entries from Burlington, Garnett and Westphalia in Kansas, as well as the state of Illinois, Minnesota, New York, Texas, and these countries: United Kingdom and Czech Republic.

Our thoughts and prayers are with Phil Bures and his family. The Rec Center began 24-hour access on November 1. Staff at the rec center have been real troopers during the transition to online registration.

October 2018 Report

Garnett Fire had scheduled to visit Anderson County Head Start, Garnett Elementary School and St. Rose School. Heavy rain caused the schools to be closed one day and the second day was cancelled due to the wet conditions. The fire prevention material was delivered to the schools.

We were able to have our open house feeding about 250 people. The morning library reading group as well as one Girl Scout troop visited the station.

Pump tests were done the same week as the open house with all three trucks passing.

The department responded to two medical calls. The ladder truck was requested for an early morning house fire in Richmond.

The Garnett Fire Department along with the Anderson County Fire Department did host a fire School here on October 20th. Firefighters from Garnett and surrounding communities benefitted from training provided by the University of Kansas.

Inspections continued at the Dutch Country Café.

Gary and I also inspected Dr. Stevens old office building before their event could be held.



Garnett Police Department

131 West 5th Avenue

Garnett, Kansas 66032-0230

Telephone
(785) 448-6823

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(785) 448-0088

GPD Monthly Report for October, 2018.

On 09/30/18, GPD took a report of a vehicle burglary where a purse was stolen. One of the stolen credit cards was used in two different locations in Garnett. An investigation was conducted and an 18 year old female was arrested for vehicle burglary, theft and criminal use of a credit card. The case was turned over to the Anderson County Attorney office for review.

On 10/03/18, GPD took a report of a stolen moped from the 300 block of E 2nd in Garnett, valued at approximately \$600.00

On 10/5/18, GPD checked on a suspicious person at the North Lake Shelter house. After conducting an investigation, a 45 year old male was arrested for possession of marijuana and possession of drug paraphernalia. He was also arrested on a Franklin County warrant.

10/7/18, GPD responded to the Willow Street Apartments for a domestic disturbance in progress. Once GPD arrived an investigation was conducted and a 32 year old male was arrested for domestic battery.

On 10/9/18, at approximately 1:43 A.M., GPD officer was on patrol and heard a business alarm activate and was in the area. The officer found a broken out window to Strouds Gun Store. The officer located two males walking in the area from out of town. Both subjects were arrested on unrelated charges and the investigation into the gun shop continues. No items were stolen from the gun shop.

On 10/10/18, Officer Baumgardner assisted the Anderson County Sheriff's Office with a DRE evaluation on an injury accident just north of Garnett.

On 10/10/18, GPD responded to a domestic disturbance in the 100 block of W 3rd Ave. An investigation was conducted and a 51 year old male was arrested for domestic battery. This case was turned over to the Andersen County Attorney's Office for review.

On 10/10/18, GPD took a report of a burglary of a residence. The reporting party reported that a television and a few other items were stolen. The case was investigated by GPD and a 17 year old female was arrested 6 days later in connection with the burglary. Another juvenile was identified and is pending charges. This case was turned over to the Anderson County Attorney Office for review.

Based on the above burglary case, the subject admitted to being involved in some other crimes in Garnett and those cases are currently under investigation.

On 10/21/18, GPD took a burglary report from a home near 2nd & Cedar in Garnett was burglarized around noon time. A large amount of coins and jewelry were taken. This case is currently under investigation.

On 10/24/18, Orscheln Farm and Home was the victim of theft. They were given a counterfeit \$20.00 dollar bill.

On Halloween no major incidents were reported throughout the day.

GPD received \$4,249.00 in awards from the State of Kansas for the ongoing participation into the Special Traffic Enforcement Program (S.T.E.P), commonly known as Click it or Ticket. GPD used the much needed funds to purchase traffic related equipment for the Department, such as traffic vests for all the officers, a new Radar for a vehicle, traffic batons, electronic road flares, and stop sticks.

For the month of October, GPD took a total of 183 calls for service, conducted 95 traffic stops, and had 27 calls of service for animal control.

Kurt King
Chief of Police

Garnett Police Department

131 W 5th, Garnett, KS 66032

Activity Totals

10/01/2018 - 10/31/2018

	All Arrests	Felony Arrests	Misd Arrests	Other Arrests	Summons	Traffic	Criminal	Supplement Report	Field Interview	Reports	Total Activity
Totals	26	3	14	9	70	54	13	92	15	35	331

Garnett Police Department

131 W 5th, Garnett, KS 66032

Agency Statistics

October 2018

Reports Today: 1	MTD Reports This Year: 35
YTD Reports This Year: 360	YTD Reports Unapproved This Year: 10
MTD Reports Last Year: 31	YTD Reports Last Year: 414
MTD Arrests This Year: 24	YTD Arrests This Year: 189
MTD Arrests Last Year: 11	YTD Arrests Last Year: 219
MTD Citations This Year: 70	YTD Citations This Year: 668
MTD Citations Last Year: 86	YTD Citations Last Year: 973

Garnett Power Plant October Monthly Report

We have been busy mowing the power and water plant and the south lake

We have repainted the floors of the power plant they were chipped and scratched up during the last engine overhaul

We are in the process of changing out all of our light. We are putting in all LED lights. It will save us 60% on our lighting cost.

We pulled the grate at the south lake when we had the last big rain to drain the lake faster to keep the water out of the plant. In the process of pulling it out with the backhoe we bent and damaged it. We have repaired it and have installed a lift device so if we have to pull it in the future we can do so without damage. It is now reinstalled in the lake.

We also have started working on cleaning up the Donna Harris Park.

We are still working on rebuilding trash dumpsters

We are starting on the Christmas Float

November 8, 2018

Public Works Report

As we are preparing to move into the winter months the Gas and Water Department has begun the process of winterizing our water meters in and around the downtown square. We are hoping to reduce the amount of meters that sometime freeze and break under extreme cold snaps. We have also started a more active effort in old gas meter replacement throughout the entire city proper. The modern meters we use today are designed with temperature compensation which allow for more accurate readings under various temperatures. The bellows inside older meters also become worn and less reliable over the years. Most cities today have meter replacement programs in place to ensure a system is running as accurately as possible in accounting for all gas that is delivered to homes and businesses. This is something I personally am starting to address, and plan on a more active effort towards old meter replacement in Garnett. Another area that was addressed extensively was cathodic protection, and the crew has installed a lot of new anodes throughout the system which will help immensely in maintaining the integrity of our protected steel gas mains and service lines.

The department is running well and nearly all yearly reports and inspections are completed, except for my regulator inspection that is slated for the month of December. I have two new employees, Nicolas Menacho and Steven Salazar, both of which I am extremely glad to have on board. Both share a meticulousness I highly appreciate, and the department has never been more clean and organized since my time in the city. They have already shown to be quick studies towards gas and water operations, including Operator Qualification training, and have completed the tasks required to begin taking call-outs for leak complaints. I look forward to having a well rounded and competent gas and water crew. I would also like to give Raymond Arnett credit for stepping up to the plate and helping me in teaching these new employees on proper procedures and in what I expect from them.

All other items such as Kansas One Calls, line replacements, service calls and work orders are being carried out, as usual, on a daily basis.

The Water Plant is doing well, and at this time I have nothing major to report on the daily operations of the plant. I would however like to point out that Operator in Training, Matt Jones, has just completed his Water Treatment Plant Operation, Volume I course through the Office of Water Programs from the California State University of Sacramento. He has expressed his desire to begin the second course, and plans on testing for his Class I license next year in July. After he has worked in a water plant for two years he will be allowed to test for his Class III, which is what is required for a lead operator in a plant for a city of our size. I have no reason to believe he will not succeed in that particular endeavor.

The Street Department has also been doing well at keeping busy in preparation for the winter months. I must first point out that I was in their shop yesterday and was pleasantly surprised at the amount of cleaning and organization that has been done during the days we had rain. Maintenance has been exceptional, both in the cleaning and greasing of equipment. The salt deicer was thoroughly serviced in preparation for the coming snow and ice that will need to be kept clear of our roadways. There has also been a lot of clearing, both on the streets and alleys, of tree limbs and bushes. We also spent a lot of time in the removal of line of sight obstructions at several intersections throughout town. I fully understand

there is a lot more to take care of in these two areas, and we will get to them as soon as reasonably possible. Unfortunately, there is a plethora of tasks required by our Street Department which prevent us from staying on just a single project. I can assure you though that we are well aware of what needs to be done. There has been quite a bit of rock maintenance of alleys, and there are lot more yet to do. The maintainer has been in use a lot this past month. A lot of potholes have been addressed, but that is another area that seems to be a continual challenge and something almost impossible to stay ahead of in various parts of town. Bettis Asphalt managed to address some of our larger holes caused by various excavations over the past two years, and hopefully next year we can address even more. Bettis has also finished the resurfacing and repairs on Main Street between the ethanol plant and the 169 Highway, and Neosho from 6th Avenue to 169 Highway. Several areas on the base of Neosho Road were redone, and hopefully it will stand up longer under the amount of heavy truck usage in that area.

Storm drains have been kept clean and are monitored regularly to ensure they are working as optimally as possible. We are also working on drainage ditches and will be installing some new culverts to move water from areas prone to standing water. As I stated in my last report, the amount of work orders from City Hall for this department are high, but they are being handled as fast as possible and I can attest they are not piling up. I give full credit to that department for completing almost all of them within a day or two of being issued.

All is well in the Sanitation Dept, but the back-up service truck still needs to have its hydraulic system evaluated and serviced. While it is still usable, it is not ideal at this present time.

Sincerely,

Kenneth J. Amaya

October – 2018

With all the rain we have been getting, there were many manholes over flowing all over town. Keeping track of when and how long each was bypassing is quite a job. This information is used in filling out the state bypass reports that have to be sent in when this happens, and we were busy this time with collecting this information and attending to several phone calls from residents.

5 Star Pump and Controls who has been working on our North Plant dry weather pump for the past seven months, and still doesn't have the pump fixed, has closed its doors, so we are looking for another pump to replace the old out of date one. I was told the pump had been sent to another dealer to be repaired, but cannot reach the 5 star owner to verify if this is going to happen or not. We are giving it a little more time to see, but need to get these pumps up and running soon.

We have started sending in the plant blowers for their tune ups, and No. 2 has been tuned and installed, we will be sending in No. 3 when the weather permits.

The controls for the Vacuum Sludge Drying Bed that went down 2 years ago have been repaired, and need a trial run to confirm everything is working properly. This unit is the backup for the belt press, and is badly needed in the case of a break down happening with the belt press. In some cases parts for the belt press can take weeks to receive and install, and the tank will only hold so much sludge.

We are still having a problem at Head Start, when the sewer main gets full, Head Start will not drain as fast as it needs to. Keep in mind the manhole is something on the order of two feet lower than the floor drains in the building, making it very unlikely that the main is backing up into the building. I will look into the matter once again, and I will induce dye up stream into the main, if the dye doesn't appear inside the building, then we know it is not backing up into it, their own sewage is just not getting away fast enough, which could indicate a partially plugged line on their part.

The pillar on the North Lake dam that was repaired looks good, Eric did a great job on the finishing touches. We won't be able to start on the picnic table this year, but hopefully can this spring.

All and all things are looking good at the plant, new employee Rusty Harvey is working out fine, he is a fast learner and good help.

Rusty and I will attending a two day school in Manhattan on the 7th and 8th of November which will give me the 10 hours needed to maintain my license, and to give Rusty a good head start on the online classes he will be taking this winter.

John L Olson