



AGENDA

Call Meeting to Order

Additions to the Agenda

Citizen Comments

Consent Agenda

1. **Approve Minutes**
 - a. Regular Council Meeting – November 15, 2016.
2. **Appropriation Ordinance**
 - a. Ordinance #12-06-2016 for \$86,626.79.
3. **Approve two invoices for prior year encumbrance fund, which was over the authorized spending authority.**
 - a. HD Supply-#0399906-\$2,398.21-Automatic Meter Reading
 - b. Bob's Hauling Service Inc.-#23535-\$3,039.36-West St. Repair

Solid Waste Contract for upcoming year-Unruh Brothers

Department Head & Committee Reports

1. **Grocery Store Task Force – Report**
2. **Grant Administrator –Report**
3. **Police – Report**
4. **Fire - Report**
5. **City Clerk – Report**
 - ❖ Fair Labor Standards Act-Overtime Rule
 - ❖ Update on CDBG Sidewalk Grant
6. **Interim-City Superintendent**
 - ❖ Repairs of #5 Engine Governor
 - ❖ Skid Steer Lease
 - ❖ Progress updates on e. 1st; Catch Basin and Curbs; and Street Patches
 - ❖ Nonconforming Electric Services meters and new meter change out
 - ❖ Jetting and cleaning of catch basins
7. **City Attorney- Report**

Old Business

- ❖ Axman's Land Donation and Sidewalk Project
- ❖ Annexation of Short Stop.

New Business

Executive Sessions

- ❖ Interim-City Superintendent-fifteen minute for non-elected personnel to discuss employee performance.
- ❖ City Clerk-Fifteen minute for non-elected personnel to discuss employee performance
- ❖ City Clerk-Fifteen minute for non-elect personnel to discuss employee compensation.

November 15, 2016, 7:00 pm | Meeting called to order by Mayor Bobby Stimatz | Tom Harrison opened with prayer.

Attendance

Council members present;

- | | |
|------------------------|-------------------------------|
| ⌘ Bobby Stimatz, Mayor | ⌘ Shari Williamson, President |
| ⌘ Kevin Davis | ⌘ Mark Bryant |
| ⌘ Ryan Christie | ⌘ Marshal Sanders |

Additions to the Agenda-

- ⌘ Under City Attorney- Five minute executive session under attorney client privilege to discuss health nuisance violation.

Sanders moved to approve the additions to the agenda. Seconded by Christie. No discussion. Motion carried 5-0.

Citizen Comments-No Comments

Consent Agenda

- ⌘ Approve Minutes of Regular Council Meeting on 11-01-2016.
- ⌘ Approve Appropriation Ordinance #11-08-2016 in the amount of \$12,266.70.
CDBG Sidewalk-\$12,266.70
- ⌘ Approve Appropriation Ordinance #11-15-2016 in the amount of \$69,236.89.
General-\$10,807.20; Library-\$634.94; Sewer Utility-\$628.18; Water & Light-\$57,166.57
- ⌘ Approve Cindy Friesen's request to reserve the skating rink during 9:30 am to 11:30 am on January 3rd and 9th; 7:30 am-3:30 pm on March 1st for Elementary Physical Education Class.

Bryant moved to approve these items included in the consent agenda. Seconded by Williamson. No discussion. Motion Carried 5-0.

Greg Wright with Energy Management Group, INC

- ⌘ Greg advised on Midwest Energy's investment opportunity for cities to participate in their Kingman Wind Farm Project.
- ⌘ There was discussion between Williamson, Wright, and Council.
- ⌘ Wright and Williamson recommended the city purchasing ½ or ¼ qtr. megawatt upon reviewing the contract.

Sanders moved to approve the city participate in the Midwest Energy Kingman Wind Farm Investment with a purchase of ½ qtr. Megawatt subject to the review of the contract. Second by Bryant. No discussion. Motion Carried. 5-0

Grant Unruh with Unruh Brother's Waste Collection, LLC

- ⌘ Unruh inquired about the upcoming end of the year and how council felt about their performance over the past year.
- ⌘ There was discussion between, Unruh, Garcia, and Council.
- ⌘ Consensus of the council was to continue with Unruh Brother's Waste Collection, LLC and renew the contract for the upcoming three years.
- ⌘ Unruh will provide their proposal and/or recommendations at the December 6, 2016 meeting.

Committee & Department Head Reports

Grocery Store Task Force- Tonya Sanders, President-No Report

Grant Administrator- Lisa Cornwell-

- ⌘ Cornwell discussed the Sunflower Foundation Grocery Store Grant, which Stafford County Economic Development was invited to participate in.

- ⌘ If awarded the \$15,000.00 grant the funds would be used for strategy planning and developing a layout.
- ⌘ This grant is a stepping stone which main lead to more beneficial grants.
- ⌘ Cornwell updated on the status of USDA Grant for the tennis courts and the Safety Routes for School Grant

Police Department-Chief Adam Sayler-No Report

Fire Department-Chief Michael Sanders-No Report

Administration-

City Clerk-La Dona Garcia

- ⌘ Garcia present the proposal from Sentext Solutions.
- ⌘ There was discussion between Garcia and Council.
- ⌘ Consensus of council is to table this issue pending the approval of the INK Board Grant.
- ⌘ Garcia discussed the cities obligations under the New Fair Labor Standard Act's Overtime Rule which will take effect on December 1, 2016.
- ⌘ This would affect the Chief of Police and City Clerk.
- ⌘ There was discussion between Beverlin, Garcia, Williamson, and Council.

Sanders moved to increase the Chief of Police and City Clerk's salary to \$47,500.00 effective December 1st to regulate with the FLSA Overtime Rule qualifications. Seconded by Williamson. No discussion. Motion carried 5-0.

- ⌘ Garcia reviewed the past procedures regarding employee's time off during the Christmas Holiday.
- ⌘ Garcia requested the city employee's be able to have Friday, December 23rd and Monday, December 26th off since the holiday falls on the weekend.
- ⌘ There was discussion between Garcia and Council.

Sanders moved to approve the closing of the city office on Friday, December 23rd and Monday, December 26th for the Christmas Holiday. Seconded by Bryant. No discussion. Motion carried 5-0.

Sanders moved to for a five minute executive session to include City Clerk, Interim City Superintendent, City Attorney, Mayor, and Council; pursuant to discussion of nonelected personnel to review employee performance and possible salary increase, with the regular open meeting to convene at 8:27 pm. Seconded by Williamson. No discussion. Motion carried 5-0.

Mayor Stimatz reconvened the regular council meeting at 8:27 pm

Sanders moved to approve the increase of Pam Watson, Utility Billing Clerk wage from \$11.12 to \$13.00, to coincide with her anniversary date. Seconded by Bryant. No discussion. Motion carried 5-0.

Interim City Superintendent-

- ⌘ Williamson request the purchase of a Heated Asphalt Distributor and Spray Bar for \$12,712.00 plus freight paid with a portion of the funds generated from the government auction through Purple Wave on November 1st.

Sanders moved to approve the purchase of a heated asphalt distributor and 5-tip spray bar from Thorworks Industries Inc. for \$12,712.00 plus freight paid with a portion of the funds generated from the Purple Wave. Second by Christie. No discussion. Motion Carried 5-0.

- ⌘ Williamson updated on the cost of replacing of the overhead door at the power plant.
- ⌘ As long as it is under his spending limit, consensus was to replace the door with the remainder generated funds for the auction and sell of copper pipes.
- ⌘ Noxious Weed Department's would like to locate their new water well closer to their new building to avoid damage to the well. Williamson requested the council approval because it will be out of the recommended range.

Davis moved to approve the location of the Noxious Weed Department's new water well, pending the state's approval of the location. Second by Sanders. No discussion. Motion Carried 5-0.

- ⌘ Williamson updated on the status of the new contractors for the roofing. The consensus of council was to move forward

City Attorney-John D Beverlin II Reports were moved to after Old Business.

Old Business

- ⌘ Williamson updated on the Axman's Sidewalk project.
- ⌘ There was discussion between Williamson and council.
- ⌘ Consensus of council was to table this issue to next meeting.
- ⌘ Beverlin updated the status on annexation of the short stop.
- ⌘ There was discussion between Garcia, Beverlin, and council.
- ⌘ Garcia presented her findings on the council's question about the Dental and Life Insurance. Consensus of council was to not make any additional changes to the insurance policy.

City Attorney-John D Beverlin II

Sanders moved to for a five minute executive session to include Chief of Police, City Clerk, Interim City Superintendent, City Attorney, Mayor, and Council under attorney client privilege to discuss health nuisance violation with the regular open meeting to convene at 9:13pm. Seconded by Williamson. No discussion. Motion carried 5-0.

Mayor Stimatz reconvened the regular council meeting at 9:13pm

New Business-No New Business

With no further business, Sanders moved to adjourn the meeting at 9:14 pm. Seconded by Bryant. No discussion. Motion Carried 5-0.

Next regular council meeting will be Tuesday, December 6, 2016, at 7:00 pm.

Bobby Stimatz, Mayor

LaDona S Garcia, City Clerk

APPROPRIATION ORD. #12-06-2016

My Report Subtitle

Friday, December 02, 2016

| Check | Vendor | Invoice ID | Invoice Date | Invoice Description | Invoice Amount |
|--------|---------------------------------------|----------------|--------------|--|----------------|
| 109591 | ADVANCE INSURANCE COMPANY | 12/2016 | 11/15/2016 | December Premium | \$52.50 |
| 109592 | Bankers' Bank of Kansas | 12/2016 | 11/29/2016 | Documentation services rendered to SJN Bank in connec | \$300.00 |
| 109593 | Black Hills Ammunition, Inc. | 231063 | 11/21/2016 | Duty Ammunition | \$479.50 |
| 109594 | BLUE CROSS & BLUE SHIELD OF KS | 1709565 | 11/7/2016 | December Premium | \$10,285.49 |
| 109595 | CENTRAL KANSAS SURVEYING & MAP | 16-206 | 11/10/2016 | Continued work on Short Stop Annexation, Axman's, DG, | \$767.00 |
| 109596 | Century Link | 11/2016 | 11/11/2016 | November Statement | \$1,183.29 |
| 109597 | CHIEF SUPPLY CORPORATION | 309595 | 11/11/2016 | Badge | \$99.58 |
| 109598 | Cintas Corporation | 5006483541 | 11/14/2016 | Cabinet Supplies | \$84.91 |
| 109599 | CLARKE WELL & EQUIPMENT INC | 15397 | 11/9/2016 | Pipe for Storm Drains | \$219.20 |
| 109600 | DOLLAR GENERAL-MSC 410526 | 11/11/2016 | 11/11/2016 | Charmin for EL Dept.; Water; Halloween Candy for Hallo | \$22.00 |
| 109601 | Double Tree By Hilton Wichita Airport | 11/14/16 - 11/ | 11/22/2016 | Lodging for Treasurer while @ Clerk's School (IIMC) in W | \$469.80 |
| 109602 | DPC ENTERPRISES, L.P. | DE28000410- | 10/31/2016 | Chlorine | \$10.00 |
| 109603 | Emergency Reporting | 2016_5508 | 11/1/2016 | Monthly invoice for Fire Package - December 2016 | \$99.00 |
| 109604 | ENVIRON COMPLIANCE SOLUTIONS | 204014 | 11/15/2016 | PCB Compliance Audit & One Year Consultation Retaine | \$815.00 |
| 109605 | Hampel Oil | 90845021 | 11/30/2016 | Police Department Fuel | \$286.06 |
| 109606 | KANSAS DEPT OF HEALTH & ENVIR | 12/31/2016 | 11/29/2016 | Annual Registration Renewal for 2 nonexempt active tank | \$20.00 |
| 109607 | KANSAS GAS SERVICE | 11/2016 | 11/29/2016 | November Statement | \$291.41 |
| 109608 | KANSAS HIGHWAY PATROL | 11/2016 | 12/1/2016 | 24 Vehicle Inspections @ 2.00 (Aug. 1 - Nov.15.2016) | \$48.00 |
| 109609 | KANSAS ONE-CALL SYSTEM, INC., | 6110463 | 11/30/2016 | 8 Locates @ 1.00 | \$8.00 |
| 109610 | KANSASLAND TIRE OF GREAT BEND | 198185 | 10/27/2016 | 4 Tires for Police Vehicle - LT265/70R17 121S E WRL A | \$732.64 |
| 109611 | KANZA CO-OPERATIVE ASSOCIATION | 11/2016 | 10/14/2016 | Diesel Fuel for Fire Dept. | \$121.10 |
| 109612 | Key Equipment & Supply Co. | 248157 | 11/4/2016 | Main Broom - Johnston | \$454.30 |
| 109612 | Key Equipment & Supply Co. | 248192 | 11/8/2016 | Dirt Shoes | \$903.90 |
| 109613 | Lisa Cornwell | 12/2016 | 11/18/2016 | Total hours for Sept., Oct., & Nov. (27 @ 30.00 per hr.) | \$810.00 |
| 109614 | MANSEL CONSTRUCTION INC. | 11/29/2016 | 11/29/2016 | Driveway of E. 1st - (Bill Edward Koelsch) | \$400.00 |
| 109615 | MIDWEST ENERGY, INC. | 11/2016 | 11/18/2016 | 92,971 kWh | \$50,951.73 |
| 109616 | Nex-Tech | 4839345 | 11/16/2016 | November Statement | \$371.82 |
| 109617 | OFFICE PRODUCTS, INC. | 254626 | 11/30/2016 | Maintenance Agreement | \$272.95 |
| 109617 | OFFICE PRODUCTS, INC. | 705122 | 11/14/2016 | Pens and Folders | \$234.03 |

My Application

This software is registered to My Report Subtitle

12/2/2016 3:15:08 PM

Page 1 of 2

| Check | Vendor | Invoice ID | Invoice Date | Invoice Description | Invoice Amount |
|--------|--|---------------|--------------|---|----------------|
| 109617 | OFFICE PRODUCTS, INC. | 705122-01 | 11/16/2016 | Folders | \$31.89 |
| 109617 | OFFICE PRODUCTS, INC. | G11917-01 | 11/17/2016 | Office Chairs for City Treasurer & Utility Clerk; Jacket fold | \$471.47 |
| 109617 | OFFICE PRODUCTS, INC. | G12939 | 11/28/2016 | Ink Cartridge for Police Department | \$199.17 |
| 109618 | Pitney Bowes Global Financial Services | 3302175171 | 11/28/2016 | Lease Payment on Postal Machine | \$441.81 |
| 109619 | RC Computers LLC | 2016-251 | 11/15/2016 | Universal Ceiling Mount Projector Accessory;Optoma 10 | \$1,594.98 |
| 109620 | Shred-it USA, LLC | 8121273703 | 11/22/2016 | Shredding Services | \$86.40 |
| 109621 | Stafford County Clerks' Office | 110216 | 11/2/2016 | October Utility Bill | \$65.20 |
| 109621 | Stafford County Clerks' Office | 112116 | 11/21/2016 | October Gas Bill | \$12.82 |
| 109622 | STANION WHOLESALE ELE CO | 4194972-00 | 11/14/2016 | Strain Clamp - Line Material | \$229.78 |
| 109622 | STANION WHOLESALE ELE CO | 4194972-01 | 11/14/2016 | copper c-type compression tap | \$91.38 |
| 109623 | STAUBACH AGENT FOR BNSF | 12/2016 | 11/29/2016 | Lease for Contract #80965 | \$415.27 |
| 109624 | TBS Electronics, Inc. | 00086973 | 11/15/2016 | UFH Antenna for 2008 F550 Bucket Truck | \$57.00 |
| 109625 | Triplet Enterprises | 347109 | 10/8/2016 | Replace LED Lights in PD Evidence Room | \$136.00 |
| 109625 | Triplet Enterprises | 347110 | 10/6/2016 | Mig Welder parts at Power Plant | \$10.75 |
| 109626 | Unifirst Corporation | 240 0666672 | 11/10/2016 | Jason's Uniform - Overalls | \$111.14 |
| 109626 | Unifirst Corporation | 240 0667259 | 11/10/2016 | Jason's Uniform - Hat | \$6.21 |
| 109626 | Unifirst Corporation | 240 0667896 | 11/10/2016 | Electric Dept. Uniforms - Includes shirt & pants, special si | \$177.17 |
| 109626 | Unifirst Corporation | 240 0667904 | 11/10/2016 | Reuben, David, Champ, and Chris Uniform | \$34.12 |
| 109626 | Unifirst Corporation | 240 0669258 | 11/17/2016 | Laundry Supplies | \$37.80 |
| 109626 | Unifirst Corporation | 240 0669493 | 11/17/2016 | Electric Dept. Uniforms | \$41.58 |
| 109626 | Unifirst Corporation | 240 0669500 | 11/17/2016 | Reuben, David, Champ, Chris Uniforms | \$34.12 |
| 109626 | Unifirst Corporation | 240 0671028 | 11/24/2016 | Reuben, David, Champ, & Chris Uniforms | \$34.12 |
| 109626 | Unifirst Corporation | 240 0672604 | 12/1/2016 | Electric Dept. Uniforms | \$41.58 |
| 109627 | UNIVERSITY OF KANSAS | LE170251-40 | 11/4/2016 | Walking the Narrow Road of Leadership Registration - A | \$25.00 |
| 109627 | UNIVERSITY OF KANSAS | LE170251-40 | 11/7/2016 | Walking the Narrow Road of Leadership Registration - A | \$25.00 |
| 109628 | Unruh Brothers Waste, LLC. | 12/2016 | 11/28/2016 | December Trash Service | \$8,524.26 |
| 109629 | US Postal Service (Postage By Phone) | 11/29/2016 | 11/29/2016 | Postage for Postage Machine | \$500.00 |
| 109630 | VERIZON WIRELESS | 3484020807 | 11/2/2016 | WIFI Hotspot for Electric Dept. | \$71.64 |
| 109631 | Vickii Rios | 11/14-18//20 | 11/22/2016 | Mileage to and from IIMC Clerk's School in Wichita Nove | \$100.12 |
| 109632 | VISA | 10/31/16 - Ca | 10/31/2016 | 10/31/16 - Card #0679 - Kunz Long Guantlet 148; 10" Ed | \$524.20 |
| 109632 | VISA | 10/31/16 - Ca | 10/31/2016 | 10/31/16 Statement - Card #0687 - 2 Yr. SAM Governme | \$908.75 |
| 109632 | VISA | 10/31/16- Car | 10/31/2016 | 10/31/16 Statement - Card #0695 - Fuel, Meal, & Lodging | \$792.85 |
| | | | | | \$86,626.79 |

Water meter supplies for the new Automatic Meter System.
 Approved Prior year Encumbrance total for Auto Meter = \$25,000.00

HD SUPPLY

WATERWORKS

INVOICE

Invoice # G399906
 Invoice Date 11/16/16
 Account # 084207
 Sales Rep JOSEPH DECKER
 Phone # 620-241-3865
 Branch #344 McPherson, KS
 Total Amount Due \$2,398.21

1830 Craig Park Court
 St. Louis, MO 63146

Remit To:
 HD SUPPLY WATERWORKS, LTD.
 PO BOX 28330
 ST LOUIS, MO 63146

CITY OF ST. JOHN KANSAS 000/0000
 PO BOX 367 00000
 SAINT JOHN KS 67576-0367

Shipped To:
 115 EAST FOURTH AVENUE
 ST. JOHN, KS

Thank you for the opportunity to serve you! We appreciate your prompt payment.

| Date Ordered | Date Shipped | Customer PO # | Job Name | Job # | Bill of Lading | Shipped Via | Invoice# |
|--------------|--------------|---------------|----------|-------|----------------|-------------|----------|
| 11/07/16 | 11/15/16 | SEE BELOW | | | | JOE 701 | G399906 |

| Product Code | Description | Quantity | | B/O | Price | UM | Extended Price |
|---------------|---|----------|---------|-----|----------|----|----------------|
| | | Ordered | Shipped | | | | |
| | CUSTOMER PO#- MTR BOX LID&EXT QUOTE | | | | | | |
| 7518109I5232 | 18" 109 IMPORT CI FLAT LID BLACK COATING | 46 | 36 | 10 | 27.50000 | EA | 990.00 |
| 20110ICI | 20" 110 IMPORT CI FLAT LID | 10 | 10 | | 36.25000 | EA | 362.50 |
| JMP183PVCEXT | 18X3 PVC METER TILE EXT WHITE | 1 | 1 | | 11.94000 | EA | 11.94 |
| 80MP184PVCEXT | 18X4 PVC METER TILE EXT WHITE | 20 | 20 | | 13.08000 | EA | 261.60 |
| 80MP186PVCEXT | 18X6 PVC METER TILE EXT WHITE | 7 | 7 | | 15.35000 | EA | 107.45 |
| 80MP188PVCEXT | 18X8 PVC METER TILE EXT WHITE | 2 | 2 | | 17.63000 | EA | 35.26 |
| 80MP214PVCEXT | 21X4 PVC METER TILE EXT WHITE | 5 | 5 | | 15.78000 | EA | 78.90 |
| 80MP216PVCEXT | 21X6 PVC METER TILE EXT WHITE | 3 | 3 | | 18.95000 | EA | 56.85 |
| 80180PIP | 18" WHITE PVC PIP PIPE SDR51 18.7 OD 17.98ID .366 WALL QTY:18 -18X5 SDR51 EXT @\$14.21 | 126 | 126 | | 2.03000 | IN | 255.78 |
| 80180PIP | 18" WHITE PVC PIP PIPE SDR51 18.7 OD 17.98ID .366 WALL QTY:7 -18X7 SDR51 EXT @ \$16.49 | 63 | 63 | | 1.83000 | IN | 115.29 |
| 80180PIP | 18" WHITE PVC PIP PIPE SDR51 18.7 OD 17.98ID .366 WALL QTY:1 - 18X9 SDR51 EXT | 11 | 11 | | 1.95000 | IN | 21.45 |
| 802180PIP | 21" WHITE PVC PIP PIPE SDR51 22.047 OD 21.19 ID .432 WALL QTY:3 -21X5 SDR51 EXT @ \$17.36 | 21 | 21 | | 2.48000 | IN | 52.08 |
| 802180PIP | 21" WHITE PVC PIP PIPE SDR51 22.047 OD 21.19 ID .432 WALL QTY:1 -21X8 SDR51 EXT | 10 | 10 | | 2.22000 | IN | 22.20 |

SUPPLY WATERWORKS

INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # G399906
 Invoice Date 11/16/16
 Account # 084207
 Sales Rep JOSEPH DECKER
 Phone # 620-241-3865
 Branch #344 McPherson, KS
 Total Amount Due \$2,398.21

Remit To:
 HD SUPPLY WATERWORKS, LTD.
 PO BOX 28330
 ST LOUIS, MO 63146

CITY OF ST. JOHN KANSAS
 PO BOX 367
 SAINT JOHN KS 67576-0367

000/0000
 00000

Shipped To:
 115 EAST FOURTH AVENUE
 ST. JOHN, KS

Thank you for the opportunity to serve you! We appreciate your prompt payment.

| Date Ordered | Date Shipped | Customer PO # | Job Name | Job # | Bill of Lading | Shipped Via | Invoice# |
|--------------|--------------|---------------|----------|-------|----------------|-------------|----------|
| 11/07/16 | 11/15/16 | SEE BELOW | | | | JOE 701 | G399906 |

| Product Code | Description | Quantity | | B/O | Price | UM | Extended Price |
|--------------|-------------|----------|---------|-----|-------|----|----------------|
| | | Ordered | Shipped | | | | |

CUSTOMER PO#- MTR BOX LID&EXT QUOTE

| | | | | | | | |
|-----------|--|----|----|--|---------|----|-------|
| 802180PIP | 21" WHITE PVC PIP PIPE SDR51 22.047 OD 21.19 ID .432 WALL QTY:1 -21X11 SDR51 EXT | 13 | 13 | | 2.07000 | IN | 26.91 |
|-----------|--|----|----|--|---------|----|-------|

Prior Year Encumbrance

41-42-4000

| Freight | Delivery | Handling | Restock | Misc | Subtotal: | 2,398.21 |
|---------------|----------|----------|---------|------|----------------|------------|
| | | | | | Other: | .00 |
| | | | | | Tax: | .00 |
| Terms: NET 30 | | | | | Invoice Total: | \$2,398.21 |

This transaction is governed by and subject to HD Supply Waterworks' standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://waterworks.hdsupply.com/TandC>

25044

Bob's Hauling Service Inc.

Invoice

P.O. Box 277
St John ,Ks. 67576
Phone 1-620-549-3228-Office
Phone 1-620-793-4017 -Bob's Mobil

| | |
|------------|-----------|
| Date | Invoice # |
| 11/10/2016 | 23535 |

| |
|---|
| Bill To |
| City of St John St John, Ks 67576 PO Box 317 St. John, KS 67574 |

* Rock to help repair West St
* Approved Total for Prior year encubrumance is \$8,100.00

| | | |
|-----------|--------|-----------|
| Project | Terms | PO Number |
| Haul Rock | Net 30 | |

| Item | Qty | Description | Rate | Amount |
|------------|-------|---|-------|--------|
| Dump Truck | 120 | Haul 1 load of AB3(State Spec) from Florence -- 11/7/16 | 3.75 | 450.00 |
| Rock | 25.32 | 25.32 Ton of AB3 from Florence | 12.00 | 303.84 |
| Dump Truck | 240 | Haul 2 loads of AB3 (State Spec) from Florence -- 11/8/16 | 3.75 | 900.00 |
| Rock | 25.11 | 25.11 Ton of AB3 from Florence | 12.00 | 301.32 |
| Rock | 25.95 | 25.95 Ton of AB3 from Florence | 12.00 | 311.40 |
| Dump Truck | 120 | Haul 1 load of AB3 (State Spec) from Florence -- 11/9/16 | 3.75 | 450.00 |
| Rock | 26.9 | 26.9 Ton of AB3 from Florence | 12.00 | 322.80 |

Thanks Bob

✓
Prior year Exp. West St.
10-14-4000

| | | |
|------------------------------|--------------|------------|
| Thank you for your business. | Total | \$3,039.36 |
|------------------------------|--------------|------------|

Currently the average citizen pays 17.25 = \$16.00 for Unruh + \$1.25 for City Fee

December 1 2016

Unruh Brothers Waste LLC

I have put together a few options for the upcoming contract agreement. However not required I would like to make changes to the current rate or method, or both to better serve and manage the residents waste removal needs. Please review.

Option 1: UBW proposes a residential price increase of \$1.00 per account per month to \$17.00. This increase will help to offset the cost incurred from open top trash containers. The weight added from rainwater and other natural material warrants a rate increase.

Option 2: UBW proposes a residential Price increase of \$4.00 per account per month to \$20.00 monthly. This option and price increase will include UBW purchasing and providing a 95gal tote for each account. Any residents who purchased a tote in the previous year from UBW will be reimbursed. This will eliminate the issue of having any open top containers.

Option 3: UBW proposes a residential price increase of \$1.00 per account per month to \$17.00 monthly. This option also includes a new 95 gal. tote for each account only this option allows the city to purchase the totes. The city could charge as required to maintain the equipment. UBW will provide the totes at a rate agreed upon with the city council.

The option to keep the agreement and service as is may be possible, with a little persistence we think the minor will improve. Please consider each option presented and feel free to suggest any changes you feel may help. UBW looks forward to serving St. John for years to come and is excited for any changes to better the services provided. Thank you for your time.

Sincerely,

Grant Unruh

Vendor Payment History for year: 2016

City of St. John

Vendor Number 32639 Vendor Name Unruh Brothers Waste, LLC.

Active Yes One Check No Onetime No

1099:

| Year | Yearly Business | 1099? | 1099 Amount |
|------|-----------------|-------|-------------|
| 2016 | \$99,550.22 | Yes | \$99,550.22 |

\$96,733.59 for Trash Service
= \$2,816.63 for Roll off
Dumpster

Checks/Wires:

| Check/Wire No | Bank | Check/Wire Date | Status | Addr ID | Amount |
|---------------|------|-----------------|--------|---------|------------|
| 109530 | 1 | 11/1/2016 | O | MAIL | \$8,994.61 |
| 109494 | 1 | 10/18/2016 | R | MAIL | \$336.33 |
| 109451 | 1 | 10/4/2016 | R | MAIL | \$8,704.53 |
| 109384 | 1 | 9/6/2016 | R | MAIL | \$9,458.51 |
| 109275 | 1 | 8/2/2016 | R | MAIL | \$9,063.75 |
| 109198 | 1 | 7/5/2016 | R | MAIL | \$8,445.26 |
| 109129 | 1 | 6/7/2016 | R | MAIL | \$8,699.21 |
| 109030 | 1 | 5/3/2016 | R | MAIL | \$9,217.00 |
| 108942 | 1 | 4/5/2016 | R | MAIL | \$9,515.01 |
| 108857 | 1 | 3/1/2016 | R | MAIL | \$8,959.01 |
| 108782 | 1 | 2/2/2016 | R | MAIL | \$9,833.00 |
| 108714 | 1 | 1/5/2016 | R | MAIL | \$8,324.00 |

Budgeted for 2016 - \$133,000⁰⁰
Remaining - \$36,246⁴¹

Budgeted for 2017 - \$136,225⁰⁰

Invoices:

| Invoice Date | Invoice ID | Pay Seq | Amount |
|--------------|------------------------|----------------------------|------------|
| 10/28/2016 | 11/2016 | 0 | \$8,232.01 |
| | November Trash Service | | |
| | FY 2016 | Check/Wire No 109530 | |
| | Ledger Account(s): | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,232.01 |

Vendor Payment History for year: 2016

City of St. John

| | | | |
|------------|---|----------------------------|------------|
| 10/20/2016 | 2370 | 0 | \$762.60 |
| | 30 yd Rolloff dumped on 9/8/16 & 9/21/16 | | |
| | FY 2016 | Check/Wire No 109530 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$762.60 |
| 9/28/2016 | 10/2016 | 0 | \$8,360.26 |
| | October Trash Service | | |
| | FY 2016 | Check/Wire No 109451 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,360.26 |
| 9/16/2016 | 2161 | 0 | \$344.27 |
| | 30 yd rolloff dumped 8/18/16 | | |
| | FY 2016 | Check/Wire No 109451 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$344.27 |
| 8/31/2016 | 1936 | 0 | \$336.33 |
| | 30 yd. rolloff dumped 7/14/16 | | |
| | FY 2016 | Check/Wire No 109494 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$336.33 |
| 8/29/2016 | 09/2016 | 0 | \$9,457.26 |
| | September Trash Service | | |
| | FY 2016 | Check/Wire No 109384 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$9,457.26 |
| 8/24/2016 | Credit for 06/2016 | 0 | \$1.25 |
| | Credit for used tote fee billed but not ordered | | |
| | FY 2016 | Check/Wire No 109384 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$1.25 |
| 7/29/2016 | 08/2016 | 0 | \$8,756.26 |
| | August Trash Service | | |
| | FY 2016 | Check/Wire No 109275 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,756.26 |

Vendor Payment History for year: 2016

City of St. John

| | | | |
|-----------|--|----------------------------|------------|
| 7/18/2016 | 1715 | 0 | \$307.49 |
| | 30yd Rolloff dumped on 6/6/16 | | |
| | FY 2016 | Check/Wire No 109275 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$307.49 |
| 6/29/2016 | 07/2016 | 0 | \$8,445.26 |
| | July Trash Service | | |
| | FY 2016 | Check/Wire No 109198 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,445.26 |
| 6/6/2016 | 06/2016 | 0 | \$8,350.76 |
| | June Trash Service | | |
| | FY 2016 | Check/Wire No 109129 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,350.76 |
| 5/31/2016 | 1493 | 0 | \$348.45 |
| | 30 yd. rolloff dumpster picked up 4/29/16 | | |
| | FY 2016 | Check/Wire No 109129 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$348.45 |
| 4/27/2016 | 05/2016 | 0 | \$8,499.51 |
| | May Trash Service | | |
| | FY 2016 | Check/Wire No 109030 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,499.51 |
| 4/27/2016 | 1077 | 0 | \$717.49 |
| | 30 yd. Rolloff dumpster pick ups (03/16/16 & 03/31/16) | | |
| | FY 2016 | Check/Wire No 109030 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-3075 | Rolloff Dumpster Fees | \$717.49 |
| 3/30/2016 | 04/2016 | 0 | \$9,515.01 |
| | April Trash Service | | |
| | FY 2016 | Check/Wire No 108942 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$9,515.01 |

Vendor Payment History for year: 2016

City of St. John

| | | | |
|-----------|---------------------------|----------------------------|------------|
| 2/26/2016 | 03/2016 | 0 | \$8,959.01 |
| | March Trash Service | | |
| | FY 2016 | Check/Wire No 108857 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,959.01 |
| 1/28/2016 | 02-2016 | 0 | \$9,833.00 |
| | February Trash Service | | |
| | FY 2016 | Check/Wire No 108782 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$9,833.00 |
| 1/5/2016 | 01/2016 | 0 | \$8,324.00 |
| | January Trash Service | | |
| | FY 2016 | Check/Wire No 108714 | |
| | <i>Ledger Account(s):</i> | | |
| | 36-01-2000 | CONTRACTUAL/ST CTY TRASH S | \$8,324.00 |

POs:

Grant Report

November 28, 2016

Grants to USA Law Enforcement Agencies for Equipment and Training to Protect Officers. Past grants include trained K9, helmets, C_A_T Tourniquet for every officer in the department, AED for patrol car, LED streamlight LED Strion flashlights for patrol, LED flares, Average grant 2500.00

Grants to USA Nonprofits for Capital projects to improve facilities

Funding is intended for renovation, building construction, repairs, and restoration. Does the Witt Center, Seniors, or Rec Comm have a 501C3??? Might be something we could apply for the repairs we visited about.

USTA Grant-Riggs Recreation suggested covering the tennis courts with probounce. They come with a five year warranty. You would not have to do both courts. He estimated the cost at \$49,000.00 per court. They will be coming out to give a firm bid on the school's tennis court and will look at the city's when they are here. The USTA grant will only cover \$10,000.00 so don't know whether you care to pursue that. So you could change that area to one nice court for approximately 39,000.00 or two for approximately 88,000.00.

Grocery store planning grant was written and given to Carolyn to use to apply for the Sunflower Foundation grant.

Grant written to INK for text messaging citizens of St. John

Business and Community Development
1000 S.W. Jackson St., Suite 100
Topeka, KS 66612-1354



Phone: (785) 296-5298
Fax: (785) 296-3490 TTY: 711
buscomdev@kansascommerce.com
KansasCommerce.com

Antonio J. Soave, Secretary

Sam Brownback, Governor

November 17, 2016

The Honorable Bobby Stimatz
Mayor, City of St. John
PO Box 367
St. John, KS 67576-0367

RE: City of St. John
#15-PF-070

Dear Mayor Stimatz:

On November 8, 2016, I met with LaDona Garcia, City Clerk, and Leslie Lomas, GPDI to review the above referenced special round project files. This project was for a new sidewalk. This monitoring should be viewed as a cooperative effort between the CDBG staff and the City to identify potential obstructions to successful program implementation. The field staff makes observations by reviewing project files and performing site visits.

This closeout monitoring covered the following areas: Program Progress, National Objective, Financial Management, Environmental Review, Labor Standards, Equal Opportunity, Citizen Participation, Quarterly Status Reports, and Land Acquisition.

The following observations have been made:

Program Progress: The project is complete after 16 months, which is good progress.

National Objective: Based upon target area survey, the City project activity meets the national objective of 53.80% Low-to-Moderate Income (LMI) persons benefiting.

Financial Management: As of the monitoring date, the City had requested and expended \$196,870 of the total \$198,360 in CDBG funds. The City had pledged \$22,040 in local funds and expended \$48,887.54 in cash and force account labor/equipment. Our review of your block grant records indicates that the City's record keeping is accurate and complies with established state grant accounting requirements. All activities were found to be eligible as funded.

Environmental Review: For this project, the City correctly determined and completed a "Categorical Excluded Subject To" which converted to Exempt. The environmental release date was October 21, 2015.

Procurement: The City properly documented the procurement of the administrator and engineering. The file showed compliance in the procurement of the contractor and awarded to low bidder. Letters to the unsuccessful bidders were documented in the file. Although Disadvantaged Business Enterprises (DBE) was contacted, no responses were received. The City adopted a local procurement policy.

Labor Standards: This project utilized Davis-Bacon General Wage Decision #KS160019, dated January 8, 2016. The 10 day-call was delayed by 3 months; however, there were no change in wage decision. Payrolls and two employee interviews were reviewed from Mansel Construction with no concerns noted. The required labor standards provisions were placed in the bid specification book. The proper labor standards provisions and Davis-Bacon wage decision were posted.

Equal Opportunity:

Fair Housing: The City posted a Fair Housing Know your Rights Posters for the 2015 activity. For the 2016 activity the City distributed Fair Housing bookmarks. All activities are up-to-date. The City's had adopted a Code of Conduct and a Civil Rights compliant policy.

Beneficiaries: The project beneficiary demographic data, as it appeared on the City's CDBG application, has been verified and approved.

Certifications: The administration, engineering, and construction contract complied with appropriate civil rights certifications and requirements. The Disclosure Report will need to be corrected to remove the engineering inspection contract

Quarterly Status Reports: Quarterly Status Reports are current and submitted on time.

Citizen Participation: The required pre-application public hearing was held prior to grant submittal. A second public hearing that provides the detailed proposed activity and detailed actual activity to review grant performance must be held prior to closeout.

Land Acquisition: One permanent easement was obtained without following URA. This process will need to be followed and the deed filed.

Administrator Finding:

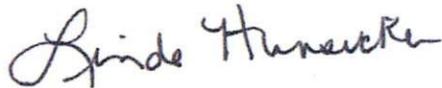
1. The 10-day was not made in a timely manner.

Deficiency requiring resolution:

1. Submit a copy of letter informing land owners of their rights, either their donation or compensation accepted, and copy of filed permanent easement.
2. Submit a copy of the Land Acquisition Report.

Conclusion: The cooperation of the City and the administrator during this monitoring is greatly appreciated. Please feel free to contact LeAnn Thurman at 785-296-3004, if you have any questions, or concerns regarding the project.

Sincerely,

A handwritten signature in cursive script that reads "Linda Hunsicker".

Linda Hunsicker
Field Representative

LH:lh

Cc: LaDona Garcia, City Clerk
Leslie Lomas, GPDI