



REGULAR COUNCIL MEETING

Monday, January 18, 2021 at 7:30 pm

MEETING LOCATION: 520 N. Commercial Ave

(Council Chambers)

Council Meeting will be broadcast on Facebook Live

Click here to visit our: [Facebook Page](#)

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Bryan Chapman called the meeting to order at 7:30 PM. The Mayor conducted the Pledge of Allegiance.

Governing Body Members Present: **Council Members Brenda DeHaven, Monty Leonard, Kirby Stucky, Randi Tolin and Carol Truesdell**

Also attending: **Joseph Turner, City Administrator; Janise Enterkin, City Clerk; Brad Jantz, City Attorney; Beth Sharbutt; Jimmy Sharbutt; Bill Bush, Harvey County Independent; Brian Daily, Police Chief; Lee Nygaard, Police Sergeant**

2. ADDITIONS / DELETIONS TO AGENDA

Sample Motion

Motion to approve the agenda as presented.

Motion _____

Second _____

3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

a. Presentation/Introduction

Introduction of Sergeant Lee Nygaard

b. Public Forum

4. STAFF REPORTS

a. Brad Jantz, City Attorney

b. Joseph Turner, City Administrator

Attachments:

- **Administrator Report** (Administrators_Report_1-18-2021.pdf)

5. CONSENT AGENDA

Sample Motion:

Motion to approve the consent agenda as presented.

Motion by _____

Second by _____

a. Minutes of January 4, 2021, Regular Meeting

Attachments:

- **Regular Council Meeting Minutes January 4, 2021** (regular-council-meeting_minutes_2021-01-04_172729.pdf)

b. Approval of Payroll January 8, 2021 amount \$13,371.28

c. Approval of General Disbursement Checks amount \$20,602.90

General Disbursement Check Reports

Attachments:

- **General Disbursement Checks** (Checks.pdf)

6. UNFINISHED BUSINESS

a. Parcel Discussion - South Commercial

7. NEW BUSINESS

a. Halstead First Response Agreement

Sample Motion:

Move to approve the Halstead First Response Agreement as presented.

Motion by _____

Second by _____

Attachments:

- **Halstead First Response** (7b._BAI_Halstead_First_Response_Agreement.pdf)
- **Exhibit A: Halstead First Response Agreement** (7b._Exhibit_A._Medical_First_Response_Agreement.pdf)

b. Surplus Property Discussion

Attachments:

- **Disposal of Surplus Property** (7c._BAI_Disposal_of_Surplus_Property.pdf)

8. OTHER BUSINESS

a. Community Announcement

Ribbon Cutting - 501 N. Commercial

A ribbon cutting will be held on Saturday, January 23, 2021 at 10 AM.

9. EXECUTIVE SESSION

a. Executive Session - Non-elected Personnel

Sample Motion:

Motion to recess into executive session pursuant to the PERSONNEL MATTERS of non-elected personnel exception, K.S.A. 75-4319(b)(1), in order to discuss matters involving a current City of Sedgwick employee and to include the following

persons: Governing Body, City Attorney and City Administrator with the open meeting to resume in the City Council chamber at _____ (Time).

Motion by _____

Second by _____

10. ADJOURN

Sample Motion:

Move to adjourn Council Meeting at _____(Time)

Motion by _____

Second by _____

CITY ADMINISTRATOR'S REPORT

To: Honorable Mayor and City Council

From: Joseph Turner, City Administrator

Re: City Administrator Report for January 18th Regular City Council Meeting

Date: January 15, 2021

Here is an update on some of the most noteworthy items since our last meeting.

Biodiesel Plant/Warehouse Property

City Attorney Brad Jantz has been in touch with Kaw Valley Engineering and has attempted to contact representatives from Reich Bros regarding this property. I have been in touch with representatives from Central National Bank.

Kaw Valley Engineering is in the process of re-working the parcel survey to satisfy the concerns raised by Sedgwick County. CNB has informed me that they received the funds from the purchase. They are satisfied and no longer involved. This is a complicated transaction and though it is dragging out, I expect it to be completed to our satisfaction.

519 N. Commercial Code Enforcement

City Attorney Jantz has been in contact with parties involved and the required legal notice was published on January 5th. Based on my communication with Mr. Jantz I expect formal transfer of this property to begin within the next 30 days.

Street Improvements

Decent weather allowed our contracted vendor to complete some pothole patching and asphalt repairs. Work areas included: Hymer, South Commercial, North Commercial between 1st and 4th St., and several intersections along Madison.

Harvey County informed me that they plan to open bids later this month and that we should hopefully expect to have all of this year's work done no later than June (e.g., sealing of Commercial and The Reserve, and Washington mill and overlay).



REGULAR COUNCIL MEETING

Minutes

Monday, January 4, 2021 at 7:30 pm

MEETING LOCATION: 520 N. Commercial Ave

(Council Chambers)

Council Meeting will be broadcast on Facebook Live

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1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Minutes:

Council President Carol Truesdell called the meeting to order and welcomed the public via Facebook Live.

Governing Body Present: **Mayor Bryan Chapman** via Zoom, **Council Members Brenda DeHaven, Monty Leonard, Kirby Stucky, Randi Tolin**

Also Attending: **Joseph Turner, City Administrator; Janise Enterkin, City Clerk; Brian Daily, Police Chief; Brad Jantz, City Attorney** via Zoom

2. ADDITIONS / DELETIONS TO AGENDA

Minutes:

Motion by **Council Member Randi Tolin** to approve the agenda with deletion of **7C Halstead First Response and 9 Executive Session - Non-elected Personnel**

Second by **Council Member Monty Leonard**

Vote results:

Ayes: 4 / Nays: 0

3. HEARINGS & PRESENTATIONS

4. STAFF REPORTS

a. Brad Jantz, City Attorney

Minutes:

City Attorney Brad Jantz updated Council on the Brunner property (519 N. Commercial Ave) proceedings. Green Energy property (Industrial Park 1) update, has not heard anything from them, waiting on Sedgwick County to do division of property.

b. Joseph Turner, City Administrator

Minutes:

City Administrator, Joseph Turner reported that the city has received 2 AED units. The Fire Chief, Zane Hansen is getting them ready for service. Audio, cameras and display in Council room is installed. IT will be out to finish installation. Staff will contact Cox Communications to get access to the City Channel and staff will be trained on the program. The fee schedule policy update will be on the next agenda for approval. We have received requests to connect utilities to new customers not already on our service. This will need to be addressed. Turner asked Council to consider holding one Council meeting a month and a workshop on the second meeting of the month to have more discussion and tackle issues.

5. CONSENT AGENDA

Minutes:

Moved by **Council Member Brenda DeHaven** to approve the consent agenda as presented. Second by **Council Member Kirby Stucky**

Vote results:

Ayes: 5 / Nays: 0

- a. Minutes of December 21, 2020, Regular Meeting
- b. Approval of Payroll December 24, 2020 amount \$19,977.84
- c. Approval of General Disbursement Checks amount \$57,229.49

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. Ordinance 880 - GO Bond Series A, 2021

Minutes:

Council Member Monty Leonard moved to approve **Ordinance #880**, General Obligation Bond Series A, 2021, in the amount of \$53,981.00 for the purpose of providing financing for unpaid costs of Redbarn Farms Subdivision improvements. Second by **Council Member Kirby Stucky**

Vote results:

Ayes: 5 / Nays: 0

- b. Resolution 01042021

Minutes:

Council Member Randi Tolin moved to approve **Resolution 01042021**, with amendment of 3% interest to 3.5% interest rate, authorizing the sale and delivery of General Obligation Bond A, 2021, previously by Ordinance 880.

Vote results:

Ayes: 5 / Nays: 0

8. OTHER BUSINESS

- a. Sedgwick Housing Authority Minutes

9. EXECUTIVE SESSION

10. ADJOURN

Minutes:

Council Member Monty Leonard moved to adjourn the Council meeting at **7:43 p.m.** Second by **Council Member Kirby Stucky**

Vote results:

Ayes: 5 / Nays: 0

Contact: Janise Enterkin (janise@cityofsedgwick.org 316-772-5151) | Minutes published on 01/12/2021
at 4:56 PM

January 18, 2021

PAYROLL CHECKS - DIRECT DEPOSIT
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Payroll January 8, 2021

TOTAL PAYROLL CHECKS

\$ 13,371.28

GENERAL DISBURSEMENT CHECKS-AABHF

\$ 17,106.54

GENERAL DISBURSEMENT CHECKS-AABHG

\$ 3,496.36

TOTAL DISBURSEMENT CHECKS

\$ 20,602.90

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)

Batch: AAABHF

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
B & B LUMBER	SHOP SUPPLIES	12/31/2020	2012-601900	67372	\$2.85
CDW GOVERNMENT	COUNCIL RM SYSTEM	12/31/2020	5792942, 5871502	67373	\$550.00
ESO SOLUTIONS, INC	ESO SOFTWARE SUPPOR	12/31/2020	ESO-46317	67374	\$1,590.00
FELD FIRE	FIREFIGHTING LIGHTS	12/31/2020	0379260-IN	67375	\$536.31
GT DISTRIBUTORS - AUSTIN	PD VEST LEE NYGAARD	12/31/2020	130779	67376	\$753.75
JUAN PAULO ESPARZA	PD/COURT BLDG DRYWAL	12/31/2020	123120DRYWALL	67377	\$4,050.00
KANSAS PUBLISHING VENTURES, LL	LOCAL ADS	12/31/2020	91273	67378	\$102.00
M & M REPAIR, INC	MISC SUPPLIES	12/31/2020	123120MMREP	67379	\$201.27
NORTHRIDGE SAND, LLC	SAND/ROCK/GRAVEL	12/31/2020	472390	67380	\$682.82
R. E. PEDROTTI CO., INC.	SVC TOWER LEVEL READ	12/31/2020	10730	67381	\$1,691.52
WICHITA WINWATER WORKS	WATER VALVE INSTALL	12/31/2020	244686 01	67382	\$6,946.02

Total Direct Expense:

\$17,106.54

Total Immediate Payments:

\$17,106.54

Report Summary

Report Selection Criteria

Report Type: Detailed

Start

End

Transaction Number: Start

End

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City of Sedgwick (SEDGKS)
Batch: AAABHF

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
11	B & B LUMBER / B & B LUMBER	12/31/2020 12/31/2020		2012-601900	\$2.85
1	01-11-70-7130	HEAVY DUTY SWITCHES 2	1.0	\$2.8500	\$2.85
6	CDW-G / CDW GOVERNMENT	12/31/2020 12/31/2020		5792942, 5871502	\$550.00
1	01-00-00-4711	COUNCIL RM AUDIO/VISUAL SYSTEM-WALL MOUNT	1.0	\$130.0000	\$130.00
2	01-00-00-4711	COUNCIL RM AUDIO/VISUAL SYSTEM-HDMI CABLE	1.0	\$420.0000	\$420.00
4	ESO / ESO SOLUTIONS, INC	12/31/2020 12/31/2020		ESO-46317	\$1,590.00
1	01-04-60-6200	ESO FIRE INCIDENTS REPORTING SOFTWARE	1.0	\$995.0000	\$995.00
2	01-04-60-6200	FIRE SETUP & ONLINE TRAINING	1.0	\$595.0000	\$595.00
1	FELD / FELD FIRE	12/31/2020 12/31/2020		0379260-IN	\$536.31
1	01-04-70-7420	4 SURVIVOR FLASHLIGHTS	1.0	\$338.4000	\$338.40
2	01-04-70-7420	VULCAN FIREFIGHTING LANTERN	1.0	\$197.9100	\$197.91
12	GT DISTRIBUTORS / GT DISTRIBUTORS - AUSTIN	12/31/2020 12/31/2020		130779	\$753.75
1	01-03-70-7306	PD VEST & PATCHES-LEE NYGAARD	1.0	\$753.7500	\$753.75
7	JUAN PAULO ESPARZA / JUAN PAULO ESPARZA	12/31/2020 12/31/2020		123120DRYWALL	\$4,050.00
1	01-00-00-4711	HUNG & FINISHED DRYWALL-PD/COURT BLDG	1.0	\$4,050.0000	\$4,050.00
5	KS PUBLISHING / KANSAS PUBLISHING VENTURES, LL	12/31/2020 12/31/2020		91273	\$102.00
1	01-01-60-6290	WINTER SPORTS CALENDAR	1.0	\$50.0000	\$50.00
2	01-01-60-6290	LETTERS TO SANTA POSTS	1.0	\$52.0000	\$52.00
3	M & M REPAIR / M & M REPAIR, INC	12/31/2020 12/31/2020		123120MMREP	\$201.27
1	01-00-00-4711	61931 ELECTRICAL END	1.0	\$3.7500	\$3.75
2	01-00-00-4711	61917 PD/COURT BLDG SUPPLIES-VALVES, PIPE, BLADES	1.0	\$70.9600	\$70.96
3	10-00-70-7130	61943 MAINTENANCE FLAGS	1.0	\$6.4900	\$6.49
4	01-03-70-7120	61966 PD CAR CROWN VIC-WIRE, BRACKETS	1.0	\$5.1600	\$5.16
5	01-00-00-4711	61966 PD/COURT BLDG SCREWS	1.0	\$7.9900	\$7.99
6	10-00-70-7130	61894 WATER HYDRANT INSTALL QUICKRETE, GRIND WHEEL	1.0	\$78.0600	\$78.06
7	01-00-00-4711	61894 PD/COURT BLDG SCREWS	1.0	\$28.8600	\$28.86
10	NORTHRIDGE SAND / NORTHRIDGE SAND, LLC	12/31/2020 12/31/2020		472390	\$682.82
1	01-10-70-7230	ROAD GRAVEL-STREETS	1.0	\$79.1900	\$79.19
2	10-00-70-7230	FILL SAND-WATER LEAK	1.0	\$47.6000	\$47.60
3	01-10-70-7230	AB3-STREETS	1.0	\$324.9000	\$324.90
4	10-00-70-7230	HARD ROCK-WATER LEAKS	1.0	\$231.1300	\$231.13

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City of Sedgwick (SEDGKS)
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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
9	R E PEDROTTI / R. E. PEDROTTI CO., INC.	12/31/2020	12/31/2020	10730	\$1,691.52
1	10-00-60-6110	TROUBLESHOOT TOWER LEVEL READINGS/VALVE	1.0	\$1,691.5200	\$1,691.52
2	WICHITA WINWATER / WICHITA WINWATER WORKS	12/31/2020	12/31/2020	244686 01	\$6,946.02
1	10-00-60-6130	WATER VALVE INSTALL-FIRE HYDRANT	1.0	\$6,762.5000	\$6,762.50
2	10-00-60-6130	SCREW TYPE VALVE BOX-FIRE HYDRANT	1.0	\$183.5200	\$183.52
Grand Totals					
				Total Direct Expense:	\$17,106.54
				Total Immediate Payments:	\$17,106.54

Report Summary

Report Selection Criteria

Report Type: Detailed
Start End
Transaction Number: Start End

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)

Batch: AAABHG

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
CDW GOVERNMENT	AUDIO/VISUAL LABOR	12/31/2020	6119204	67383	\$3,227.00
UNITED STATES TREASURY	941 TAX 9-30-19	12/31/2020	CP128	67384	\$175.63
JOSEPH TURNER	MTG MILEAGE REIMBURS	12/31/2020	123120JTURNER	67385	\$93.73

Total Direct Expense: \$3,496.36

Total Immediate Payments: \$3,496.36

Report Summary

Report Selection Criteria

Report Type: Detailed

Start

End

Transaction Number: Start

End

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City of Sedgwick (SEDGKS)
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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
Line	GL Expense Account	Desc/Inv Stock/Alloc/Cost Code	Quantity Bought	Cost Per Unit	Line Extension
2	CDW-G / CDW GOVERNMENT	12/31/2020	12/31/2020	6119204	\$3,227.00
1	01-00-00-4711	AUDIO/VISUAL INSTALL LABOR	1.0	\$3,227.0000	\$3,227.00
1	IRS / UNITED STATES TREASURY	12/31/2020	12/31/2020	CP128	\$175.63
1	03-00-00-6010	941 TAX SEPT 30, 2019	1.0	\$175.6300	\$175.63
3	TURNER, JOSEPH / JOSEPH TURNER	12/31/2020	12/31/2020	123120JTURNER	\$93.73
1	01-01-60-6720	SG CO EMS DIRECTOR MTG MILEAGE-TURNER	44.0	\$0.5750	\$25.30
2	01-01-60-6720	SG CO ASSIST CAO EMS MTG MILEAGE-TURNER	44.0	\$0.5750	\$25.30
3	01-01-60-6720	DON OSENBAUGH MTG MILEAGE-TURNER	28.0	\$0.5750	\$16.10
4	01-01-60-6720	STIFEL BONDS MTG MILEAGE-TURNER	47.0	\$0.5750	\$27.03
Grand Totals					
				Total Direct Expense:	\$3,496.36
				Total Immediate Payments:	\$3,496.36

Report Summary

Report Selection Criteria

Report Type: Detailed
Start End
Transaction Number: Start End

Agenda Item No. 7b

**City of Sedgwick
City Council Meeting
January 18, 2021**

TO: Mayor and City Council
SUBJECT: Halstead First Response Agreement
PREPARED BY: City Administrator
AGENDA: New Business

Background: The City of Halstead provides EMS service to the City of Sedgwick through a multi-year contractual agreement. This agreement currently prohibits anyone from responding to a medical call unless they are on the Halstead EMS roster. Furthermore, due to insurance liability risk assessments, Halstead EMS members living in Sedgwick cannot respond unless they have a Halstead vehicle.

Halstead does not station a vehicle in Sedgwick unless there is an anticipated weather event.

Analysis: In an effort to improve response times for emergency calls, Chief Zane Hansen would like to enter into an agreement (see Exhibit A) with Halstead Fire/EMS that would allow Sedgwick Fire Department volunteers and Halstead EMS roster members to respond to calls in Squad 34.

All medical supplies are provided by Halstead. Individuals responding would be on a pure volunteer basis and not receive any compensation for calls. Chief Hansen would like to see how this arrangement works out and assess volunteer support as we continue to take steps towards exploring the viability of taking EMS service back in-house.

Financial Considerations: Minimal expense related to additional vehicle maintenance.

Legal Considerations: None.

Recommendations/Actions: Staff recommends Council approve the medical first response agreement with the City of Halstead and reduce volunteer compensation for medical calls to \$0.

Attachments: Exhibit A: Medical First Response Agreement with Halstead Fire/EMS



Sedgwick Fire Department

316 N. Washington Ave

Sedgwick KS, 67135

(316) 772-5700

Director Lowe,

Sedgwick Fire Department would like to formally request affiliation with Halstead Fire/EMS. Through this affiliation and in accordance with KSA 65-119, 65-120, 65-121, and 65-144. Sedgwick Fire Department will provide prehospital care to the citizens the encounter within the course of their duties. The provision of care would be under the auspices and in accordance with Halstead Fire/EMS medical director approved Standard Operating Guidelines/Stand orders. This request once approved shall remain in effect until such time one or both parties deem this agreement null and void.

Respectfully Submitted,

Zane Hansen, Fire Chief
Sedgwick Fire Department

Date

Approved and Affirmed,

Anderson Lowe, EMS Director
Halstead Fire/EMS

Date

Approved and Affirmed,

Dr. Doyle D. Detweiler MD
Medical Director Halstead EMS

Date

Agenda Item No. 7c

**City of Sedgwick
City Council Meeting
January 18, 2021**

TO: Mayor and City Council
SUBJECT: Disposal of Surplus Property
PREPARED BY: City Administrator
AGENDA: New Business

Background: Currently, the City does not have a policy governing the disposal of surplus property. Absent this policy, City Attorney Brad Jantz recommends all matters pertaining to surplus property be brought before the governing body for a vote.

Analysis: Staff seeks guidance from the Council regarding their desired level of input in this area.

Financial Considerations: None.

Legal Considerations: None.

Recommendations/Actions: Staff recommends the creation of a formal surplus property policy that makes an allowance for the city administrator to dispose of items without seeking Council approval if the estimated value falls below a specific dollar amount.

Attachments: