



REGULAR COUNCIL MEETING

Monday, February 1, 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 opened the Council Meeting in the Council Chambers and Facebook Live at 7:30 pm.

Mayor Chapman led the Pledge of Allegiance.

Council Members present **Kirby Stucky, Monty Leonard, Brenda DeHaven**

Council Member absent **Randi Tolin, Carol Truesdell**

Others present **Joseph Turner, City Administrator; Janise Enterkin, City Clerk; Brad Jantz, City Attorney; Brian Daily, Police Chief; Bill Bush, Harvey County Independent**

2. ADDITIONS / DELETIONS TO AGENDA

Sample Motion

Motion to approve the agenda as presented.

Motion _____

Second _____

3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

a. Quarterly Report - 4th Quarter 2020

Attachments:

- **2020 4th Quarter Report** (Quarterly_Reports_2020_4th_Qtrr.pdf)

4. STAFF REPORTS

- a. **Brad Jantz, City Attorney**
- b. **Joseph Turner, City Administrator**

Attachments:

- **Administrator's Report** (Adminstrators_Report_2-1-2021.pdf)

5. CONSENT AGENDA

Sample Motion:

Motion to approve the consent agenda as presented.

Motion by _____

Second by _____

a. Minutes of January 18, 2021, Regular Meeting

Attachments:

- **Minutes for Regular Council Meeting, January 18, 2021** (regular-council-meeting_minutes_2021-01-18_164126.pdf)

b. Approval of Payroll January 22, 2021 amount \$15,864.70

c. Approval of General Disbursement Checks amount \$72,652.05

General Disbursement Check Reports

Attachments:

- **Checks** (Checks.pdf)

6. UNFINISHED BUSINESS

7. NEW BUSINESS

a. Fee Schedule Update

Sample Motion:

Move to approve the 2021 Fee Schedule as presented.

Motion by _____

Second by _____

Attachments:

- **Exhibit A: 2021 Fee Schedule Changes** (7a._Exhibit_A._2021_Fee_Schedule_Changes.pdf)

b. Surplus Property

Sample Motion:

Move to approve sale of Fire Department surplus property as presented.

Motion by _____

Second by _____

Attachments:

- **7b: Surplus Property - Fire Department** (7b._BAI_-_Surplus_Property_-_Fire_Department.pdf)

8. OTHER BUSINESS

9. EXECUTIVE SESSION

10. ADJOURN

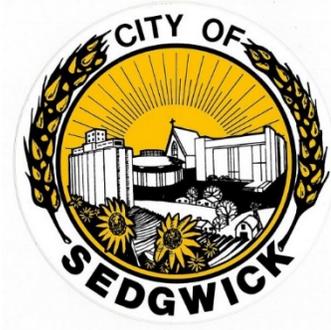
Sample Motion:

Move to adjourn Council Meeting.

Motion by _____

Second by _____

Contact: Janise Enterkin (janise@cityofsedgwick.org 316-772-5151) | Agenda published on 01/29/2021
at 4:36 PM



To: Honorable Mayor & City Council
From: Joseph Turner, City Administrator
Date: January 29, 2020
Re: 2020 Q4 Reports

Below you will find narratives summarizing activities for each department for the 2020 4th Quarter along with the included statistical data tables.

ADMINISTRATION

COVID continues to present some challenges. Most notably, every person in my household contracted the virus in December and I spent nearly the entire month out of office due to illness or working remotely. As stated in Q3, revenues have been much better than anticipated (see page 8). I still have some concerns about how fallout from the national shutdown will impact our revenues in 2021 and 2022.

I have spent significant time on industrial park related issues, CARES Act expenditures, the Redbarn Farms development, fire and EMS items, code enforcement and downtown corridor rehabilitation, and grant projects.

CARES Act

Project management and fiscal reporting requirements of the CARES Act consumed considerable staff time throughout the entire organization. Thankfully, President Trump and Congress agreed to extend the deadline for fund expenditures of these funds until the end of February.

We have received 100 percent of our allocation from the County and have nearly completed all our required obligations, save for finalizing the renovations at the new police department building and completion of technical training for the audio/visual system in the council chambers.

Redbarn Farms

Significant staff time was spent on this project and we have finally neared the finish line. Last week the bond issue closed. We are waiting on some final documents from bond counsel concerning the formal allocation of the assessments to each parcel that must be communicated to Harvey County.

Industrial Park/Bio-diesel Plant

I worked closely with Central National Bank and their prospective buyer to hammer out a deal that was advantageous to the City of Sedgwick. The City will acquire the warehouse building and receive other concessions for its role in facilitating the transaction. Various hiccups and snags along the way have delayed closing. However, we will take possession of the building in Q1 2021 and I am very proud of this accomplishment. The City will benefit greatly in the future from acquiring this asset.

Staff Contributions

City Clerk Janise Enterkin has helped facilitate the audio/visual system installation during my absence from COVID and worked with our software vendors and IT services provider to update our systems as we have migrated to new computers, laptops, and a server. In addition to year-end financial duties, she is also responsible for Hillside Cemetery District matters.

Unfortunately, December was a busy month, and she did a commendable job wearing both hats this quarter.

Deputy City Clerk Amanda Mabry was instrumental in spearheading the updates to our zoning and subdivision regulations. Without her efforts, this project would not be completed.

Members of the planning commission and the firm we hired to facilitate these updates were extremely complimentary. Additionally, she spent considerable time managing the ATT cell tower issue as it navigated its way through public hearings.

Court Clerk Shelia Agee has really had a full plate this quarter as she has had to juggle a litany of COVID related scheduling issues for municipal court personnel and defendants. Not only has court activity increased, but sessions have also now been pushed to Zoom due to COVID and this has forced her to adapt. Additionally, she has overseen financial tracking and reporting for CARES Act expenditures.

FIRE DEPARTMENT

The fire department's current roster of 18 active members responded to sixty-five calls for service in Q4.

Vehicles

We purchased a 2009 LaFrance engine with only 600 hours on the engine for \$80,000. Though we had a need, I had not entered 2020 planning to acquire an engine for the department. However, the universal consensus was that we had found and negotiated a fantastic deal for the City. The vehicle has been rebranded and placed in service and the plan is to set up an open house so that children and members of the community can inspect the vehicle in the latter part of Q1 or early Q2 as the weather warms up and hopefully COVID begins to subside.

The department also took possession of a surplus UTV from the state forestry service for free and will be available as needed for other City purposes.

With the arrival of our new engine and the demise of the bio-diesel plant, the department will be looking to surplus out the old engine and the foam trailer unit.

POLICE DEPARTMENT

Chief Daily has continued his efforts to modernize our department and bring about a change in organizational culture. Most notably, the department has become much more proactive in its efforts to police our community and serve our citizens with expanded services and offerings. Last quarter, Daily introduced a courtesy vehicle lockout service. This quarter he introduced a VIN inspection program that will add a level of convenience for local residents and allow our officers to create positive engagements with citizens.

Since arriving in Sedgwick, I have had numerous internal discussions with our current and previous leadership about the need to vary our patrol coverage and not be so predictable. Chief Daily began making some progress on this front and this will continue into the next quarter and the foreseeable future.

I have been very happy with the developments within our department since his arrival and believe that in nearly every metric we are seeing improvements.

Personnel

During the reporting period, Lee Nygaard was promoted from a part-time officer to a full-time sergeant. Chief Daily has been effusive in his praise of Sgt. Nygaard and we are thrilled to have him on our team.

Tasers

We are still waiting on a larger agency to complete their taser upgrade program so that we can receive their donated surplus equipment and outfit each of our officers with their own taser. We have been assured that we are first in line to receive these when they come available and we expect to receive them in 2021 Q1.

AED Units

During the Fall, I applied for a private grant to fund the purchase of AED units and we were successful in being awarded \$1,980 towards the purchase of two units with the City picking of the remaining amount. The police department now has one of these units and will be able to provide immediate life saving aid, if called upon.

Surplus Property

The department took in \$1,600 in revenue from surplus property sales and those funds will be used to purchase/upgrade equipment.

PUBLIC WORKS

Our public works team has spent considerable time and effort renovating the new police department building. With the assistance and oversight of Mayor Chapman, they are making excellent progress and expect the building to be completed soon.

Street Repairs & Improvements

During the reporting period, our contracted vendor crack sealed the entire town. Weather and scheduling issues prohibited patching and repairing of asphalt, but this was completed in early January and will be reflected in next quarter's report.

Encore Pavement removed and replaced two valley gutters along the north side of 1st Street at Commercial and Harrison. Drainage issues resulted in the project being expanded somewhat at Commercial as additional curb and gutter were replaced to improve water conveyance.

Although we were very happy with the job once completed, it seems that vibrations from the concrete demo work may have caused the hydrant at the corner to begin leaking. The hydrant did not have a valve, nor was there a working valve in the transmission line that allowed us to shut off water and repair the hydrant with minimal inconvenience to residents. In order to complete the repair, a vendor was hired to install a shutoff valve on the live water line near 4th & Commercial.

Water Transmission Lines

Our water transmission lines have aged considerably in some parts of town and the valves that we would need to close in order to conduct repairs need to be inspected, exercised, and repaired, if broken. Additionally, our system lacks valves in various areas, and this prevents us from being able to drill down and shut off small areas to minimize outages to customers.

This year we are going to conduct a thorough examination of our water transmission system and begin to make improvements to our network of valves as we lay the groundwork for future line and hydrant replacements.

Sewer Maintenance

Our annual sewer maintenance was completed in December. Our entire system is cleaned every three years.

Sedgwick 2020 Expenses vs. Spending Authority

	Q1 Totals	Q1 Util. %	Q2 Totals	Q2 Util. %	Q3 Totals	Q3 Util. %	Oct	Nov	Dec	Q4 Totals	Q4 Util. %	Total Current Expenses	2020 Budget Authority	Balance Remaining	Net Balance	
ADMIN 01-01																
SALARIES	\$ 37,601.50	27%	\$ 41,958.29	57%	\$ 37,051.06	83%	\$ 18,318.78	\$ 13,335.44	\$ 18,644.25	\$ 50,298.47	119%	\$ 166,909.32	\$ 140,000.00	\$ (26,909.32)		
CONTRACTUALS	\$ 31,438.89	42%	\$ 17,271.22	65%	\$ 8,506.99	76%	\$ 1,746.72	\$ 2,200.01	\$ 4,448.66	\$ 8,395.39	87%	\$ 65,612.49	\$ 75,000.00	\$ 9,387.51		
COMMODITIES	\$ 1,229.96	7%	\$ 465.33	9%	\$ 1,460.45	18%	\$ 307.21	\$ 285.92	\$ 318.64	\$ 911.77	23%	\$ 4,067.51	\$ 17,929.00	\$ 13,861.49		
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	75%	\$ 30,000.00	\$ 40,000.00	\$ 10,000.00	\$ 6,339.68	
EMS 01-02																
CONTRACTUALS	\$ 75,000.00	50%	\$ -	50%	\$ 75,000.00	100%	\$ -	\$ -	\$ -	\$ -	100%	\$ 150,000.00	\$ 150,000.00	\$ -	\$ -	
POLICE 01-03																
SALARIES	\$ 24,696.45	21%	\$ 29,847.43	46%	\$ 28,260.04	70%	\$ 13,596.60	\$ 8,699.03	\$ 8,652.27	\$ 30,947.90	96%	\$ 113,751.82	\$ 119,000.00	\$ 5,248.18		
CONTRACTUALS	\$ 3,605.74	24%	\$ 8,763.41	82%	\$ 1,862.91	95%	\$ 1,064.06	\$ 828.31	\$ 987.68	\$ 2,880.05	114%	\$ 17,112.11	\$ 15,000.00	\$ (2,112.11)		
COMMODITIES	\$ 2,984.17	12%	\$ 2,246.08	21%	\$ 5,348.05	42%	\$ 1,770.31	\$ 1,109.84	\$ 2,772.14	\$ 5,652.29	65%	\$ 16,230.59	\$ 25,000.00	\$ 8,769.41		
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ 4,000.00	20%				\$ -	20%	\$ 4,000.00	\$ 20,000.00	\$ 16,000.00	\$ 27,905.48	
FIRE 01-04																
SALARIES	\$ 3,500.00	18%	\$ 2,580.00	30%	\$ 4,210.00	51%	\$ 850.00	\$ 1,480.00	\$ 700.00	\$ 3,030.00	67%	\$ 13,320.00	\$ 20,000.00	\$ 6,680.00		
CONTRACTUALS	\$ 2,903.43	15%	\$ 5,265.06	43%	\$ 1,067.94	49%	\$ 521.81	\$ 364.35	\$ 2,750.43	\$ 3,636.59	68%	\$ 12,873.02	\$ 19,000.00	\$ 6,126.98		
COMMODITIES	\$ 1,380.39	6%	\$ 204.74	6%	\$ 3,939.49	22%	\$ 79.82	\$ (2,537.64)	\$ 1,668.92	\$ (788.90)	19%	\$ 4,735.72	\$ 25,000.00	\$ 20,264.28		
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ 25,000.00	\$ -	\$ 25,000.00	250%	\$ 25,000.00	\$ 10,000.00	\$ (15,000.00)	\$ 18,071.26	
MUNI COURT 01-05																
SALARIES	\$ 5,505.75	11%	\$ 5,412.00	21%	\$ 3,996.00	29%	\$ 1,748.00	\$ 1,356.96	\$ 1,356.96	\$ 4,461.92	37%	\$ 19,375.67	\$ 52,000.00	\$ 32,624.33		
CONTRACTUALS	\$ 2,136.36	33%	\$ 1,417.88	55%	\$ 3,123.27	103%	\$ 909.20	\$ 895.69	\$ 1,027.60	\$ 2,832.49	146%	\$ 9,510.00	\$ 6,500.00	\$ (3,010.00)		
COMMODITIES	\$ 155.82	6%	\$ 111.17	11%	\$ 288.42	22%	\$ 75.29	\$ 45.88	\$ 52.59	\$ 173.76	29%	\$ 729.17	\$ 2,500.00	\$ 1,770.83		
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	\$ 31,385.16	
POOL 01-06																
SALARIES	\$ -	0%	\$ 6,587.21	24%	\$ 15,971.24	81%	\$ -	\$ -	\$ -	\$ -	81%	\$ 22,558.45	\$ 28,000.00	\$ 5,441.55		
CONTRACTUALS	\$ 1,214.83	8%	\$ 3,308.07	30%	\$ 2,309.81	46%	\$ 147.51	\$ 226.05	\$ 268.56	\$ 642.12	50%	\$ 7,474.83	\$ 15,000.00	\$ 7,525.17		
COMMODITIES	\$ 28.49	0%	\$ 7,268.19	49%	\$ 6,001.99	89%	\$ 30.24	\$ -	\$ -	\$ 30.24	89%	\$ 13,328.91	\$ 15,000.00	\$ 1,671.09		
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	\$ 14,637.81	
COMMUNITY REL. 01-07																
CONTRACTUALS	\$ 6,500.00	54%	\$ 3,000.00	79%	\$ 3,000.00	104%	\$ -	\$ 5,500.00	\$ -	\$ 5,500.00	150%	\$ 18,000.00	\$ 12,000.00	\$ (6,000.00)	\$ (6,000.00)	

Sedgwick 2020 Expenses vs. Spending Authority

	Q1 Totals	Q1 Util. %	Q2 Totals	Q2 Util. %	Q3 Totals	Q3 Util. %	Oct	Nov	Dec	Q4 Totals	Q4 Util. %	Total Current Expenses	2020 Budget Authority	Balance Remaining	Net Balance
PARKS 01-08															
SALARIES	\$ 824.18	13%	\$ 782.76	25%	\$ 772.08	37%	\$ 562.04	\$ 296.16	\$ 296.16	\$ 1,154.36	54%	\$ 3,533.38	\$ 6,500.00	\$ 2,966.62	
CONTRACTUALS	\$ 133.85	3%	\$ 4,427.82	91%	\$ 252.71	96%	\$ 43.67	\$ 43.67	\$ 43.67	\$ 131.01	99%	\$ 4,945.39	\$ 5,000.00	\$ 54.61	
COMMODITIES	\$ 533.96	18%	\$ 322.69	29%	\$ 201.60	35%	\$ -	\$ 83.97	\$ -	\$ 83.97	38%	\$ 1,142.22	\$ 3,000.00	\$ 1,857.78	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	\$ 4,879.01
STREETS 01-10															
SALARIES	\$ 4,945.08	35%	\$ 6,134.78	79%	\$ 6,341.98	124%	\$ 2,604.24	\$ 1,776.96	\$ 1,776.96	\$ 6,158.16	168%	\$ 23,580.00	\$ 14,000.00	\$ (9,580.00)	
CONTRACTUALS	\$ 6,450.21	17%	\$ 12,903.19	51%	\$ 6,672.85	69%	\$ 2,079.40	\$ 28,731.88	\$ 2,091.50	\$ 32,902.78	155%	\$ 58,929.03	\$ 37,900.00	\$ (21,029.03)	
COMMODITIES	\$ 3,610.42	8%	\$ 11,405.26	34%	\$ 4,022.92	44%	\$ 1,569.51	\$ 308.28	\$ 704.91	\$ 2,582.70	50%	\$ 21,621.30	\$ 43,600.00	\$ 21,978.70	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 11,369.67
MAINTENANCE 01-11															
SALARIES	\$ 6,769.35	19%	\$ 6,163.87	37%	\$ 6,439.64	55%	\$ 3,344.32	\$ 2,361.28	\$ 2,369.28	\$ 8,074.88	78%	\$ 27,447.74	\$ 35,000.00	\$ 7,552.26	
CONTRACTUALS	\$ 681.54	14%	\$ 431.22	22%	\$ 482.41	32%	\$ 102.26	\$ 193.84	\$ 426.98	\$ 723.08	46%	\$ 2,318.25	\$ 5,000.00	\$ 2,681.75	
COMMODITIES	\$ 778.38	3%	\$ 1,902.17	11%	\$ 765.48	14%	\$ 692.10	\$ 195.82	\$ 2,201.94	\$ 3,089.86	26%	\$ 6,535.89	\$ 25,000.00	\$ 18,464.11	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 48,698.12
EMP. BENEFITS 03-00															
FICA/KPERS/HEALTH	\$ 46,330.68	22%	\$ 44,080.13	43%	\$ 45,210.66	64%	\$ 17,863.12	\$ 14,155.08	\$ 14,508.37	\$ 46,526.57	87%	\$ 182,148.04	\$ 210,450.00	\$ 28,301.96	
HRA	\$ 2,981.03	7%	\$ 3,996.78	17%	\$ 10,799.31	44%	\$ 112.08	\$ 246.91	\$ 297.64	\$ 656.63	46%	\$ 18,433.75	\$ 40,000.00	Max Exposure	
HRA 2020 Liability												\$ 7,827.31	\$ 24,000.00	66%	\$ 2,040.90
BONDS & INT 06-00															
BOND PRINCIPAL	\$ -	0%	\$ -	0%	\$ 361,000.00	99%	\$ -	\$ -	\$ -	\$ -	99%	\$ 361,000.00	\$ 365,866.00	\$ 4,866.00	
BOND INTEREST	\$ 46,961.01	47%	\$ -	47%	\$ 46,961.01	94%	\$ -	\$ -	\$ -	\$ -	94%	\$ 93,922.02	\$ 99,994.00	\$ 6,071.98	
BOND COMMISSION & PO	\$ -	0%	\$ -	0%	\$ 2.50	3%	\$ -	\$ -	\$ -	\$ -	3%	\$ 2.50	\$ 100.00	\$ 97.50	\$ 11,035.48
SPECIAL STREETS 08-00															
SALARIES	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	
CONTRACTUALS	\$ -	0%	\$ 27,006.15	27%	\$ 25,024.50	52%	\$ -	\$ 26,757.71	\$ -	\$ 26,757.71	79%	\$ 78,788.36	\$ 100,000.00	\$ 21,211.64	
COMMODITIES	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ 50,000.00	\$ 50,000.00	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	\$ 71,211.64
SPECIAL PARKS 09-00															
SALARIES	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	
CONTRACTUALS	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	
COMMODITIES	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ 33,000.00	\$ 33,000.00	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 38,000.00

Sedgwick 2020 Expenses vs. Spending Authority

	Q1 Totals	Q1 Util. %	Q2 Totals	Q2 Util. %	Q3 Totals	Q3 Util. %	Oct	Nov	Dec	Q4 Totals	Q4 Util. %	Total Current Expenses	2020 Budget Authority	Balance Remaining	Net Balance
WATER 10-00															
SALARIES	\$ 15,257.48	25%	\$ 14,874.39	49%	\$ 14,152.78	71%	\$ 7,628.73	\$ 6,373.92	\$ 5,168.52	\$ 19,171.17	102%	\$ 63,455.82	\$ 62,000.00	\$ (1,455.82)	
CONTRACTUALS	\$ 24,684.05	10%	\$ 38,742.02	25%	\$ 40,491.27	41%	\$ 11,805.09	\$ 16,249.76	\$ 16,940.50	\$ 44,995.35	58%	\$ 148,912.69	\$ 255,000.00	\$ 106,087.31	
COMMODITIES	\$ 1,759.99	2%	\$ 12,141.88	15%	\$ 2,882.01	19%	\$ 2,032.41	\$ 723.05	\$ 401.01	\$ 3,156.47	22%	\$ 19,940.35	\$ 90,000.00	\$ 70,059.65	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ 5,000.00	\$ 5,000.00	
DEBT SERVICE	\$ 30,816.80	#DIV/0!	\$ -	#DIV/0!	\$ 12,503.92	#DIV/0!				\$ -	#DIV/0!	\$ 43,320.72	\$ -	\$ (43,320.72)	
TRANSFERS	\$ -	0%	\$ -	0%	\$ -	0%				\$ -	0%		\$ 65,000.00	\$ 65,000.00	\$ 201,370.42
REFUSE 12-00															
SALARIES	\$ 205.92	10%	\$ 240.24	22%	\$ 205.92	33%	\$ 102.96	\$ 70.72	\$ 70.72	\$ 244.40	45%	\$ 896.48	\$ 2,000.00	\$ 1,103.52	
CONTRACTUALS	\$ 13,529.54	17%	\$ 20,907.52	43%	\$ 20,748.74	69%	\$ 6,634.26	\$ 7,032.20	\$ 6,605.25	\$ 20,271.71	94%	\$ 75,457.51	\$ 80,000.00	\$ 4,542.49	
COMMODITIES	\$ 516.64	26%	\$ 18.11	27%	\$ 532.67	53%	\$ 12.91	\$ 220.15	\$ 13.14	\$ 246.20	66%	\$ 1,313.62	\$ 2,000.00	\$ 686.38	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	\$ -	
TRANSFERS	\$ -	0%	\$ -	0%	\$ -	0%				\$ -	0%		\$ 5,000.00	\$ 5,000.00	\$ 11,332.39
SEWER 13-00															
SALARIES	\$ 13,107.80	33%	\$ 12,230.68	63%	\$ 12,248.91	94%	\$ 6,569.48	\$ 5,227.45	\$ 4,606.94	\$ 16,403.87	135%	\$ 53,991.26	\$ 40,000.00	\$ (13,991.26)	
CONTRACTUALS	\$ 17,301.71	22%	\$ 26,030.09	54%	\$ 20,953.12	80%	\$ 6,208.94	\$ 16,460.96	\$ 18,451.90	\$ 41,121.80	132%	\$ 105,406.72	\$ 80,000.00	\$ (25,406.72)	
COMMODITIES	\$ 3,111.95	5%	\$ 7,921.87	18%	\$ 2,147.00	22%	\$ 1,347.30	\$ 902.86	\$ 427.56	\$ 2,677.72	26%	\$ 15,858.54	\$ 60,000.00	\$ 44,141.46	
CAPITAL OUTLAY	\$ -	0%	\$ -	0%	\$ -	0%		\$ -	\$ -	\$ -	0%	\$ -	\$ 30,000.00	\$ 30,000.00	
TRANSFERS	\$ -	0%	\$ -	0%	\$ -	0%				\$ -	0%	\$ -	\$ 70,000.00	\$ 70,000.00	\$ 104,743.48
HRA ADMIN FEES 33-00	\$ -		\$ -		\$ -					\$ -		\$ -			
CONTRACTUALS	\$ 309.00		\$ 306.00		\$ 324.00		\$ 100.00	\$ 353.00	\$ 353.00	\$ 806.00	#DIV/0!	\$ 1,745.00	\$ -	\$ (1,745.00)	
COMMODITIES	\$ -		\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -		\$ -	
	\$ -		\$ -		\$ -					\$ -					\$ (1,745.00)

SEDGWICK SALES & COMPENSATING USE TAX COLLECTIONS (2019)													
TAX SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR TOTAL
State Sales Tax (HC)	\$11,105.82	\$11,951.52	\$ 9,720.90	\$ 9,941.71	\$11,497.23	\$10,390.76	\$11,489.97	\$10,757.61	\$12,170.92	\$10,743.51	\$10,956.00	\$10,784.57	\$ 131,510.52
Compensating Use Tax (HC)	\$ 2,170.09	\$ 2,504.34	\$ 2,073.03	\$ 2,189.85	\$ 2,241.77	\$ 2,017.92	\$ 2,360.77	\$ 1,971.40	\$ 2,245.22	\$ 2,246.93	\$ 2,347.79	\$ 2,221.43	\$ 26,590.54
State Sales Tax (SC)	\$ 2,932.88	\$ 3,317.20	\$ 2,546.72	\$ 2,659.96	\$ 3,172.61	\$ 2,764.23	\$ 3,039.23	\$ 2,986.16	\$ 3,337.54	\$ 3,005.04	\$ 3,047.56	\$ 3,013.02	\$ 35,822.15
Compensating Use Tax (SC)	\$ 504.30	\$ 442.97	\$ 384.40	\$ 398.52	\$ 430.20	\$ 347.09	\$ 428.94	\$ 367.90	\$ 388.25	\$ 422.77	\$ 427.49	\$ 422.08	\$ 4,964.91
Countywide Sales Tax (HC)	\$11,792.16	\$12,408.49	\$10,056.57	\$10,215.27	\$12,104.31	\$10,947.52	\$11,976.24	\$11,379.02	\$13,278.57	\$11,282.49	\$11,449.21	\$11,359.70	\$ 138,249.55
TOTAL	\$28,505.25	\$30,624.52	\$24,781.62	\$25,405.31	\$29,446.12	\$26,467.52	\$29,295.15	\$27,462.09	\$31,420.50	\$27,700.74	\$28,228.05	\$27,800.80	\$ 337,137.67

SEDGWICK SALES & COMPENSATING USE TAX COLLECTIONS (2020)													
TAX SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR TOTAL
State Sales Tax (HC)	\$10,637.45	\$13,927.16	\$10,959.60	\$10,115.24	\$11,772.24	\$11,419.91	\$12,107.04	\$12,981.93	\$12,162.25	\$12,310.69	\$11,962.95	\$11,509.84	\$ 141,866.30
Compensating Use Tax (HC)	\$ 2,266.26	\$ 2,852.92	\$ 2,229.46	\$ 2,051.72	\$ 2,056.00	\$ 1,907.37	\$ 2,554.74	\$ 2,941.97	\$ 2,520.58	\$ 2,057.16	\$ 3,494.34	\$ 2,736.55	\$ 29,669.07
State Sales Tax (SC)	\$ 3,031.85	\$ 3,615.49	\$ 2,914.00	\$ 2,895.87	\$ 3,027.46	\$ 2,970.06	\$ 3,250.75	\$ 3,529.90	\$ 3,129.87	\$ 3,381.50	\$ 3,174.31	\$ 3,134.55	\$ 38,055.61
Compensating Use Tax (SC)	\$ 440.63	\$ 561.44	\$ 471.46	\$ 395.57	\$ 433.02	\$ 490.84	\$ 459.49	\$ 557.85	\$ 439.03	\$ 554.97	\$ 518.07	\$ 505.46	\$ 5,827.83
Countywide Sales Tax (HC)	\$10,246.64	\$13,163.57	\$10,364.01	\$ 9,560.85	\$10,866.29	\$10,472.00	\$11,521.29	\$12,504.18	\$11,529.62	\$11,282.30	\$12,137.78	\$11,186.91	\$ 134,835.44
TOTAL	\$26,622.83	\$34,120.58	\$26,938.53	\$25,019.25	\$28,155.01	\$27,260.18	\$29,893.31	\$32,515.83	\$29,781.35	\$29,586.62	\$31,287.45	\$29,073.31	\$ 350,254.25
Monthly YoY Change (\$)	(\$1,882.42)	\$3,496.06	\$2,156.91	(\$386.06)	(\$1,291.11)	\$792.66	\$598.16	\$5,053.74	(\$1,639.15)	\$1,885.88	\$3,059.40	\$ 1,272.51	\$13,116.58
Monthly YoY Change (%)	-6.60%	11.42%	8.70%	-1.52%	-4.38%	2.99%	2.04%	18.40%	-5.22%	6.81%	10.84%	4.58%	3.89%

SEDGWICK SALES & COMPENSATING USE TAX COLLECTIONS (2020)													
TAX SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR TOTAL
1/2 Cent Special Sales Tax	\$ -	\$ -	\$ -	\$ -	\$ 294.19	\$12,610.98	\$15,008.04	\$14,238.72	\$12,641.30	\$13,991.19	\$13,697.28	\$13,647.80	\$ 96,129.50

HARVEY COUNTY SALES TAX COLLECTION (2020)													
SECOND CENT TAX	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV	DEC	YEAR TOTAL
2019	\$408,645	\$440,297	\$358,120	\$366,254	\$423,560	\$382,798	\$423,293	\$395,832	\$460,270	\$401,139	\$409,073	\$402,673	\$4,871,954
2020	\$382,587	\$487,672	\$383,956	\$354,201	\$402,564	\$387,980	\$426,830	\$462,452	\$426,409	\$417,262	\$448,901	\$413,690	\$4,994,504
Monthly YoY Change (%)	-6.38%	10.76%	7.21%	-3.29%	-4.96%	1.35%	0.84%	16.83%	-7.36%	4.02%	9.74%	2.74%	2.52%

BUILDING PERMITS (2020)													
Type	Q1			Q2			Q3			Q4			Yearly
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Totals
Residential	3	6	3	9	8	13	5	5	5	7	2	2	68
Commercial	0	1	0	0	0	0	0	0	0	0	0	0	1
Industrial	0	0	0	0	0	0	0	1	0	0	0	0	1
Extensions	0	0	0	0	1	0	0	2	0	0	0	0	3
TOTALS	3	7	3	9	9	13	5	8	5	7	2	2	73

PERMIT FEES (2020)								
Type	Q1	Q2	Q3	Q4			Q4	Yearly
	TOTALS	TOTALS	TOTALS	Oct	Nov	Dec	TOTALS	Totals
Residential	\$ 300.00	\$ 1,973.35	\$ 1,096.60	\$ 2,098.75	\$ 110.00	\$ 339.00	\$ 2,547.75	\$ 5,917.70
Commercial	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00
Industrial	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ 25.00
TOTALS	\$ 325.00	\$ 1,973.35	\$ 1,121.60	\$ 2,098.75	\$ 110.00	\$ 339.00	\$ 2,547.75	\$ 5,967.70

INSPECTION FEES (2020)								
Type	Q1	Q2	Q3	Q4			Q4	Yearly
	TOTALS	TOTALS	TOTALS	Oct	Nov	Dec	TOTALS	Totals
Residential	\$ 450.00	\$ 1,000.00	\$ 690.00	\$ 600.00	\$ 150.00	\$ 100.00	\$ 850.00	\$ 2,990.00
Commercial	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.00
Industrial	\$ -	\$ -	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 50.00
TOTALS	\$ 600.00	\$ 1,000.00	\$ 740.00	\$ 600.00	\$ 150.00	\$ 100.00	\$ 850.00	\$ 3,190.00

IMPROVEMENT VALUATIONS (2020)								
Type	Q1	Q2	Q3	Q4			Q4	Yearly
	TOTALS	TOTALS	TOTALS	Oct	Nov	Dec	TOTALS	Totals
Residential	\$ 44,331.15	\$290,945.07	\$43,197.00	\$427,465.00	\$3,075.00	\$9,000.00	\$439,540.00	\$ 818,013.22
Commercial	\$150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00
Industrial	\$ -	\$ -	\$ 2,400.00	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00
TOTALS	\$194,331.15	\$290,945.07	\$45,597.00	\$427,465.00	\$3,075.00	\$9,000.00	\$439,540.00	\$ 970,413.22

MUNICIPAL COURT CASE BREAKDOWN (2020)

Court Stats	Q1			Q2			Q3			Q4		
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Total Cases	133	135	122	120	123	122	131	144	138	152	169	181
Active Pay Plans	23	21	17	16	16	18	22	24	28	31	34	32
Cases still in Process (no disposition)	19	20	11	9	12	16	39	48	38	43	48	67
Cases Def skipped out	82	82	83	83	84	75	62	64	63	68	71	68
Current Active Diversions	9	12	11	12	11	13	8	8	9	10	16	14
New Diversions	5	1	0	0	0	1	5	1	0	1	5	1
Active Probations	9	5	5	5	4	4	4	2	2	2	1	1
DL Suspensions	46	46	46	46	46	41	39	37	36	36	36	36
Warrants Served	0	0	0	0	0	9	9	3	2	0	0	0
Active Warrants	42	42	42	42	42	33	26	26	28	29	28	27

MUNICIPAL COURT REVENUES (2020)

Revenue Source	Q1	Q2	Q3	Q4			Q4	Yearly
	Totals	Totals	Totals	Oct	Nov	Dec	Totals	Totals
Court Fees (sent to state)	\$ 1,136.50	\$ 624.00	\$ 1,406.50	\$ 356.00	\$ 569.00	\$ 441.50	\$ 1,366.50	\$ 4,533.50
Court Costs (retained)	\$ 2,320.50	\$ 799.00	\$ 2,759.50	\$ 984.00	\$ 1,449.00	\$ 1,288.50	\$ 3,721.50	\$ 9,600.50
Fines	\$ 3,093.00	\$ 2,358.00	\$ 5,323.00	\$ 1,890.00	\$ 1,517.00	\$ 1,985.00	\$ 5,392.00	\$ 16,166.00
Diversion Other (Misdemeanor)	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ 400.00
Diversion Traffic	\$ 319.00	\$ 206.00	\$ 375.00	\$ 75.00	\$ 150.00	\$ 225.00	\$ 450.00	\$ 1,350.00
Diversion App	\$ 125.00	\$ 150.00	\$ 75.00	\$ 50.00	\$ 100.00	\$ 25.00	\$ 175.00	\$ 525.00
Jail Fee Rec'd from Defendant	\$ 405.00	\$ 95.00	\$ 281.00	\$ 10.00	\$ 35.00	\$ 25.00	\$ 70.00	\$ 851.00
Other Court Fees (retained)	\$ 1,895.81	\$ 695.00	\$ 1,293.85	\$ 225.00	\$ 250.00	\$ 135.50	\$ 610.50	\$ 4,495.16
TOTALS	\$ 9,494.81	\$ 4,927.00	\$ 11,513.85	\$ 3,790.00	\$ 4,070.00	\$ 4,125.50	\$ 11,985.50	\$ 37,921.16

MUNICIPAL COURT ACCOUNTS RECEIVABLE REPORT (2020)

	Q1	Q2	Q3	Q4
Outstanding Balance	\$ 50,528.71	\$ 47,592.21	\$ 51,492.86	\$ 56,688.47
Seen but not paid (def skipped after court)			\$ 30,247.16	\$ 29,564.66
Deceased			\$ -	\$ 1,765.00
Payment Plans			\$ 7,358.50	\$ 10,710.50
Court in Process			\$ 6,129.89	\$ 6,395.00
Skipped, not seen, not paid			\$ 7,757.31	\$ 8,253.31

POLICE DEPARTMENT

POLICE DEPARTMENT					
CALLS FOR SERVICE			REPORTS TAKEN		
	Q3	Q4		Q3	Q4
911 Disconnect	2	2	Animal Calls	1	1
Animal Control Call	6	4	Assist Outside Agencies	7	2
Assist Outside Agency	5	0	Child/Elder Abuse	1	1
Burglary	1	3	Child in Need of Care	1	1
Child In Need Of Care	8	3	Disorderly Conduct	1	8
Code Black	2	1	Domestic Disturbance	1	4
Criminal Damage	2	0	Drug Offenses	4	3
Disturbance	7	10	Harassment	1	1
Domestic Disturbance	4	3	Miscellaneous Reports	8	10
Drug Illegal Drug Activity	1	0	Protection from Abuse Violations	1	1
Fire Alarm	1	0	Recovered Stolen Vehicle	2	0
Followup	27	5	Runaway	1	2
Harassment	1	0	Shootings	1	0
Hit & Run Accident	1	1	Thefts	4	9
Information/Misc Report	34	20	Traffic Arrests	7	27
Injury Accident	3	0	Trespass	3	2
Larceny/Theft	3	8	Unattended Deaths	2	1
Medical	8	17	Warrants Arrests	7	0
Paper Service	3	0	Totals	53	73
Parking Complaint	2	1			
PFA Violation	1	0	MOTORIST ASSISTS		
Prisoner Transport / Court	1	0		Q3	Q4
Property Lost/Found	4	0	VIN Inspections		2
Reckless Driving	3	4	Keys locked in vehicle	3	3
Shooting	1	0			
Shots Fired	2	1	TRAFFIC CITATIONS		
Special Assignment	15	13		Q3	Q4
Stolen Vehicle	3	0	Citations	44	68
Suspicious Activity	15	14	Offenses	57	89
Threats	1	5			
Traffic Stop	119	179	CODE ENFORCEMENT		
Unconscious Subject	4	2		Q3	Q4
Welfare Check	4	8	Cases	67	35
			Notice to Abate Letters	66	34
Totals	294	304	Citations Issued	7	12

FIRE DEPARTMENT				
	2020			
	Q1	Q2	Q3	Q4
Rural Structure Fire	0	0	0	1
City Structure Fire	0	0	0	0
Mutual Aid Response	7	1	5	7
Controlled Burn	0	0	0	0
Illegal Burn	0	0	0	2
Vehicle Fires	1	0	1	1
Assisted a Citizen	3	6	0	1
Fire Alarm	0	0	6	0
Gas Smell/Leak	1	0	0	1
Assist EMS/LEO	14	31	42	51
Motor Vehicle Accident	1	6	2	1
Misc	1	1	0	0
Special Assignment	1	0	2	0
Wildland/Vegetation Fire	1	1	0	0
Calls for Service	30	46	58	65

PUBLIC WORKS		
	Q3	Q4
Work Orders		
Misc work orders-others	14	12
Misc work orders-water	22	15
Meter Leak Checks	77	19
Turned off/on for no payment	64	24
Meter turn on/off-New &-closed acct	36	25
Bulk water meter	4	0
Totals	217	95

METERED WATER ACCOUNTS (2020)

Type	Q1			Q2			Q3			Q4		
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Residential	585	583	580	581	581	584	585	585	582	584	586	581
Commercial	30	29	29	30	31	31	31	31	31	30	30	30
Free	11	11	11	11	11	11	11	12	12	12	12	12
Industrial	20	20	20	21	21	21	21	21	21	21	20	20
TOTALS	646	643	640	643	644	647	648	649	646	647	648	643

METER TURN-OFFS (2020)

Type	Q1			Q2			Q3			Q4		
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Residential	9	14	14	0	0	20	8	13	12	6	6	13
Commercial	0	0	0	0	0	0	0	1	0	0	0	0
Free	0	0	0	0	0	0	0	0	0	0	0	0
Industrial	0	0	0	0	0	0	0	1	1	0	0	0
TOTALS	9	14	14	0	0	20	8	15	13	6	6	13

WATER USAGE (2020)

Type	Q1			Q2			Q3			Q4		
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Residential	2,553	2,270	2,146	2,603	2,572	3,676	3,272	3,065	3,288	2,803	2,527	2,389
Commercial	124	158	138	59	101	141	159	210	221	244	211	178
Free	35	75	35	53	51	449	342	250	71	57	35	108
Industrial	57	69	80	185	200	360	352	120	132	88	66	63
TOTALS	2,769	2,572	2,399	2,900	2,924	4,626	4,125	3,645	3,712	3,192	2,839	2,738

UTILITIES ACCOUNTS RECEIVABLE REPORT (2020)

	Q3	Q4
Collection Bureau of Kansas (CBK)		
Outstanding Balance	\$ 18,855.47	\$ 19,152.41
Collected from CBK for payment	\$ 1,314.17	\$ 990.95
Delinquent balances sent to CBK	\$ 722.22	\$ 1,574.76
New accounts sent to CBK	3	6
Kansas Setoff Program		
Outstanding Balance	\$ 9,270.08	\$ 8,785.97
Collected from Setoff	\$ 132.58	\$ -
Delinquent balances sent to Setoff	\$ -	\$ -
Number of accounts in Setoff	48	45

CITY ADMINISTRATOR'S REPORT

To: Honorable Mayor and City Council

From: Joseph Turner, City Administrator

Re: City Administrator Report for February 1st Regular City Council Meeting

Date: January 29, 2021

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

EMS Annual Report

Andy Lowe of Halstead EMS will be present on February 15 to present his annual report.

Biodiesel Plant/Warehouse Property

The City is prepared to take possession of the warehouse property in the industrial park. My last conversation with City Attorney Brad Jantz on 1/21 was that he was working on setting up a date for closing.

Kaw Valley Engineering is still working on the parcel issue to appease Sedgwick County and I do not have an updated timeline.

Business Recruitment

I have had discussions with two business owners about relocating to our industrial park. One is a follow up from several months ago and I was told that they are looking at staying where they are and building a facility. I am still working on persuading them to move to town. I am also attempting to recruit another business that may have some potential. Mayor Chapman and I conducted a site visit with the owner.

Redbarn Farms Bond Issue

Bond counsel informed us that the bond issue closed. We are waiting on counsel to provide us with some final paperwork/guidance to officially place the assessments on each parcel.

519 N. Commercial Code Enforcement

No news to report other than I have been in contact with the purchaser. My expectation is that significant movement should occur on this front before the next municipal court date (Feb 10).

Building Inspections/Inspector

Numerous attempts to contact MABCD to discuss our building inspection issues have been ignored. Mayor Chapman and I met with a gentleman this week with a homebuilding

background who expressed a desire to conduct inspections for the City. The interest seems sincere and I believe there is a solid chance we pivot to this direction.

Street Improvements

Harvey County opened the bids for our planned street improvements. The good news is that bids on our street sealing were about 25% cheaper than estimated – or roughly a savings of \$20,000. Unfortunately, bids for the mill and overlay on Washington were dramatically higher. County estimates were approximately \$80,000, but the lowest bid was \$135,000. The major reason cited is that bidders used a much higher cost for asphalt due to President Biden's hostility towards the fossil fuel complex.

Floodplain Issues

City staff and Mayor Chapman participated in a conference call with the Kansas Department of Agriculture and their consultants to discuss efforts to update the floodplain map in Harvey County. We are in the early stages and do not expect to have a map for public comments available for another 15-18 months.

Staff will continue to engage in dialogue with the state to ensure our concerns are expressed.

Insurance Review

City Clerk Janise Enterkin and I met with our insurance agent to discuss our coverage. I will be putting together a report in the near future and would like to discuss some of these issues at a future council meeting or workshop to make sure we are all on the same page.

Police Department

Our police department served a search warrant and shut down a marijuana cultivation operation in town. Sergeant Lee Nygaard worked the case and deserves credit for this successful outcome. Chief Daily stated that since this bust occurred, the department has received several tips from the community, and they are working these leads.

New Interns

Chief Daily took the initiative to reach out to Sedgwick USD 439 to see if any student(s) might be willing to intern for his department. Counselor Katie Lynch identified a potential candidate that we anticipate coming aboard as an intern in February. After learning about this arrangement, I contacted Ms. Lynch to see if there might be any other students interested in interning for the City. She quickly identified a young man that was eager to volunteer.

This week we welcomed Chris Ward, a junior, and we are very excited to see what unfolds.



DRAFT

REGULAR COUNCIL MEETING

Minutes

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
2. ADDITIONS / DELETIONS TO AGENDA

Minutes:

Mayor Chapman asked for Additions or Deletions to the agenda. There was one addition: 3A Presentation of New Full Time Police Officer. **Council consensus to approve.**

3. HEARINGS/PRESENTATIONS/PUBLIC FORUM

- a. Presentation/Introduction

Introduction of Sergeant Lee Nygaard

Minutes:

Police Chief Daily introduced the new Full Time **Police Sergeant, Lee Nygaard.**

- b. Public Forum

Minutes:

Beth & Jimmy Sharbutt were asked to speak during the discussion under 6a. Parcel Discussion, South Commercial.

4. STAFF REPORTS

- a. Brad Jantz, City Attorney

Minutes:

Update on 519 N. Commercial probate. Counsel for Industrial Park parcel update. Contract for sale of parcel has been finalized. Waiting on re-survey of parcels at the request of Sedgwick County due to the breakout of taxes on lot variance. **City Administrator Turner** asked when the city could take possession of parcel. **Attorney Jantz** said the city could take possession but would check. Farm leases are ready for tenant review, no proposed changes.

b. Joseph Turner, City Administrator

Minutes:

Update on 519 N. Commercial. Street improvements update. Harvey County will assist us by doing some patching in the Spring, but will not go south of 125th Street. A contracted vendor has been doing some patching south of 125th Street and Commercial Avenue. Kansas Department of Agriculture is doing a floodplain review of Harvey County, will have more information by the next Council meeting. **Council Member Randi Tolin** asked if the Police station remodel was done and about the COVID grant money. **Turner and Mayor Chapman** said the Police station should be done in 2-3 weeks time. The COVID money deadline has been extended to the end of February, 2021. Audio install is done, waiting for training. Hopefully by next Council meeting.

5. CONSENT AGENDA

Minutes:

Moved by **Council Member Monty Leonard** to approve the consent agenda as presented. Second by **Council Member Randi Tolin**

Vote results:

Ayes: 5 / Nays: 0

a. Minutes of January 4, 2021, Regular Meeting

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

6. UNFINISHED BUSINESS

a. Parcel Discussion - South Commercial

Minutes:

Mayor Chapman opened discussion on the 6.5 acres of city property located on South Commercial Avenue. The Governing Body discussed options for advertising the sale of the property and accepting sealed bids, delivered to City Hall by February 26, 2021.

Moved by **Council Member Randi Tolin** to approve the sale of 6.5 acre property on South Commercial Avenue, with the right to refuse any and all bids. Second by **Council Member Monty Leonard**

Vote results:

Ayes: 5 / Nays: 0

7. NEW BUSINESS

a. Halstead First Response Agreement

Minutes:

Joseph Turner, City Administrator discussed allowing volunteers to respond to the calls by way of Sedgwick vehicle. Fire Chief Hansen believes we can get volunteers to respond, which will improve first response on medical calls.

Council Member Monty Leonard said we will still have to cover them, using our equipment. Leonard said responders should be compensated.

Mayor Chapman said he would like to have response times and runs. Halstead could not give us a detailed report. Chapman would like to get permission from Halstead to look through records.

Council Member Randi Tolin said she would be willing to do an analysis of the runs and where they are going.

Moved by **Council Member Monty Leonard** to approve the Halstead First Response Agreement as presented with option to revisit in 90 days to discuss compensation. Second by **Randi Tolin**

Vote results:

Ayes: 5 / Nays: 0

b. Surplus Property Discussion

Minutes:

Joseph Turner, City Administrator discussed a policy for disposing of surplus property. Turner asked Council if it could be established.

Moved by **Council Member Carol Truesdell** to allow the City Administrator to dispose of surplus property in lieu of policy, up to \$5,000. Second by **Council**

Member Monty Leonard

Vote results:

Ayes: 5 / Nays: 0

8. OTHER BUSINESS

a. Community Announcement

Ribbon Cutting - 501 N. Commercial

9. EXECUTIVE SESSION

a. Executive Session - Non-elected Personnel

Minutes:

Moved by **Council Member Monty Leonard** 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 8:35 pm. Second by **Council Member Randi Tolin**

Vote results:

Ayes: 5 / Nays: 0

10. ADJOURN

Minutes:

Council meeting resumed with no binding action taken in Executive Session.

Moved by **Council Member Kirby Stucky** to adjourn Council meeting at 8:36 pm.

Second by **Council Member Monty Leonard**

Vote results:

Ayes: 5 / Nays: 0

at 10:41 AM

February 1, 2021

PAYROLL CHECKS - DIRECT DEPOSIT

Payroll January 22, 2021

	TOTAL PAYROLL CHECKS	\$ 15,864.70
GENERAL DISBURSEMENT CHECKS-AABHH		\$ 40,784.22
GENERAL DISBURSEMENT CHECKS-AABHJ		\$ 5,310.29
GENERAL DISBURSEMENT CHECKS-AAABHK		\$ 18,521.74
GENERAL DISBURSEMENT CHECKS-AAABHL		\$ 8,035.80
	TOTAL DISBURSEMENT CHECKS	\$ 72,652.05

AP Enter Bills Edit - Council Report

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
ADRIAN & PANKRATZ, PA	JUDGE SERVICES	01/15/2021	011521JUDGE	67391	\$200.00
ADVANTAGE COMPUTER	SOFTWARE SUPPORT	01/15/2021	81539, 81530,81552..	67392	\$2,792.00
AGRI ENVIRONMENTAL SERVICES	SLUDGE HAUL	01/15/2021	1539	67393	\$1,040.00
AIRGAS USA, LLC	CYLINDER LEASE	01/15/2021	9976724443	67394	\$74.60
CARQUEST AUTO PARTS	SHOP FUEL HOSE	01/15/2021	2695-445971	67395	\$117.05
BRYAN CHAPMAN	MILEAGE REIMB PD BLD	01/15/2021	011521BRYAN	67396	\$30.24
CITI CARDS	ANNUAL RENEWAL	01/15/2021	011521COSTCO	67397	\$120.00
COX BUSINESS SERVICES	PHONE/FAX/TV/INTERNE	01/15/2021	011521COX	67398	\$1,157.01
HARVEY COUNTY COMMUNICATIONS	RADIO POWER SUPPLIES	01/15/2021	SPD2021	67399	\$220.00
HARVEY COUNTY ECONOMIC DEVEL	2021 EDC DUES	01/15/2021	2013-1121	67400	\$3,000.00
INTRUST BANK	MISC EXPENSES	01/15/2021	011521INTRUST	67401	\$1,273.61
KANZA CO-OPERATIVE ASSOCIATION	MONTH FUEL CHARGES	01/15/2021	011521COOP	67402	\$817.34
KANSAS MUNICIPAL INSURANCE TRL	2021 WORKERS COMP	01/15/2021	13-2175	67403	\$8,146.00
KANSAS HEALTH & ENVIRONMENTAL	COLILERT WATER	01/15/2021	47249	67404	\$72.00
KS DEPARTMENT OF REVENUE-WATE	WATER PROTECTION FEE	01/19/2021	011521WTRPROT	67405	\$531.34
KS RURAL WATER ASSOCIATION	MEMBERSHIP DUES	01/15/2021	011521KRWA	67406	\$586.10
KANSAS STATE TREASURER	COURT FEES	01/15/2021	011521TREAS	67407	\$446.50
LEAGUE OF KANSAS MUNICIPALITIES	2021 MEMBERSHIP DUES	01/15/2021	21-532	67408	\$1,109.14
CITY OF NEWTON	WATER TREATMENT	01/15/2021	011521WTRTRTMNT	67409	\$5,293.60
QUILL	OFFICE SUPPLIES	01/15/2021	13753138	67410	\$260.76
WCCIT	IT SRVC	01/15/2021	WCC26122, WCC26166	67411	\$581.50
UNIVERSITY OF KANSAS	PD CLASSES	01/15/2021	EDF8F7C0	67412	\$50.00
US BANK EQUIPMENT FINANCE	11-28-20 TO 12-28-20	01/15/2021	432569077	67413	\$872.84
VERIZON WIRELESS	PD MDT SERVICE	01/15/2021	9869826601	67414	\$120.03
WAMPO	2021 MEMEBERSHIP DUE	01/15/2021	1127	67415	\$18.00
WASTE CONNECTIONS	TRASH/RECYCLE	01/15/2021	15101057	67416	\$6,542.50
EVERGY	STREET LIGHTS	01/15/2021	011521EVERGY	67417	\$1,848.78
WHOLESALE WATER SUPPLY DISTRIK	11-17-20 TO 12-18-20	01/15/2021	202101125363	67418	\$3,013.28
WICHITA STATE UNIVERSITY	GOVT MGMT CLASS	01/15/2021	011521WSU	67419	\$450.00

Total Direct Expense:

\$40,784.22

Total Immediate Payments:

\$40,784.22

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
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Report Summary

Report Selection Criteria

Report Type: Detailed

Start End

Transaction Number: Start End

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11	ADRIAN & PANKRATZ / ADRIAN & PANKRATZ, PA	1/15/2021	1/15/2021	011521JUDGE	\$200.00
1	01-05-60-6300 JUDGE J UHLMAN SERVICES			1.0 \$200.0000	\$200.00
3	ADVANTAGE / ADVANTAGE COMPUTER	1/15/2021	1/15/2021	81539, 81530,81552..	\$2,792.00
1	01-05-60-6200 JCS COURT SOFTWARE SUPPORT			1.0 \$475.0000	\$475.00
2	01-01-60-6200 DENALI SOFTWARE SUPPORT			1.0 \$700.0000	\$700.00
3	10-00-60-6200 JUS UTILITY SOFTWARE SUPPORT			0.5 \$250.0000	\$125.00
4	12-00-60-6200 JUS UTILITY SOFTWARE SUPPORT			0.2 \$250.0000	\$37.50
5	13-00-60-6200 JUS UTILITY SOFTWARE SUPPORT			0.4 \$250.0000	\$87.50
6	01-01-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
7	01-03-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
8	01-04-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
9	01-05-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
10	01-06-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
11	01-09-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
12	01-11-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
13	10-00-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
14	12-00-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
15	13-00-60-6200 COUGAR/DENALI SUPPORT			0.1 \$1,367.0000	\$136.70
17	AGRI ENVIRONMENTAL / AGRI ENVIRONMENTAL SERV	1/15/2021	1/15/2021	1539	\$1,040.00
1	13-00-60-6160 JAN 8 SLUDGE HAUL			26,000.0 \$0.0400	\$1,040.00
19	AIRGAS / AIRGAS USA, LLC	1/15/2021	1/15/2021	9976724443	\$74.60
1	01-11-70-7110 CYLINDER LEASE			1.0 \$74.6000	\$74.60
26	CARQUEST / CARQUEST AUTO PARTS	1/15/2021	1/15/2021	2695-445971	\$117.05
1	01-11-70-7130 SHOP FUEL HOSE			1.0 \$117.0500	\$117.05
36	CHAPMAN, BRYAN / BRYAN CHAPMAN	1/15/2021	1/15/2021	011521BRYAN	\$30.24
1	01-00-00-4711 MILEAGE FOR SUPPLIES FOR PD/COURT BLDG LOCKE SUPP			54.0 \$0.5600	\$30.24
6	COSTCO / CITI CARDS	1/15/2021	1/15/2021	011521COSTCO	\$120.00
1	01-01-70-7010 COSTCO MEMBERSHIP RENEWAL			1.0 \$120.0000	\$120.00

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice	
34	COX / COX BUSINESS SERVICES	1/15/2021	1/15/2021	011521COX	\$1,157.01	
1	01-01-60-6180	CH PHONE/FAX/INTERNET/TV		1.0	\$280.0400	\$280.04
2	01-05-60-6180	COURT PHONE/FAX/INTERNET/TV		1.0	\$59.0200	\$59.02
3	10-00-60-6180	WATER PHONE/FAX/INTERNET/TV		1.0	\$59.0200	\$59.02
4	13-00-60-6180	SEWER PHONE/FAX/INTERNET/TV		1.0	\$59.0200	\$59.02
5	01-03-60-6180	PD PHONE/FAX/INTERNET/TV		1.0	\$221.0100	\$221.01
6	01-11-60-6180	MAINT SHOP 320 N WASH PHONE		1.0	\$33.6600	\$33.66
7	01-04-60-6180	FIRE PHONE/INTERNET		1.0	\$112.6600	\$112.66
8	13-00-60-6180	SEWER PLANT PHONE/INTERNET		1.0	\$152.6600	\$152.66
9	01-06-60-6180	POOL PHONE/INTERNET		1.0	\$112.6000	\$112.60
10	13-00-60-6180	EAST LIFT PHONE		1.0	\$33.6600	\$33.66
11	13-00-60-6180	SOUTH LIFT PHONE		1.0	\$33.6600	\$33.66
20	HRVY CO COMMUNICATIONS / HARVEY COUNTY COMM	1/15/2021	1/15/2021	SPD2021	\$220.00	
1	01-00-00-4711	MOTOROLA CONTROL STATION POWER SUPPLIES		1.0	\$220.0000	\$220.00
12	HRVY CO EDC / HARVEY COUNTY ECONOMIC DEVELOI	1/15/2021	1/15/2021	2013-1121	\$3,000.00	
1	01-07-60-6410	JAN 2021 EDC DUES		1.0	\$1,000.0000	\$1,000.00
2	01-07-60-6410	FEB 2021 EDC DUES		1.0	\$1,000.0000	\$1,000.00
3	01-07-60-6410	MAR 2021 EDC DUES		1.0	\$1,000.0000	\$1,000.00
2	INTRUST / INTRUST BANK	1/15/2021	1/15/2021	011521INTRUST	\$1,273.61	
1	01-00-00-4711	ZOOM SOFTWARE		1.0	\$130.7200	\$130.72
2	01-00-00-4711	AMAZON-SPEAKER WALL PLATE-PD/COURT BLDG		1.0	\$15.9500	\$15.95
3	01-00-00-4711	AMAZON-PD/COURT BLDG LIGHTS		1.0	\$266.6700	\$266.67
4	01-04-70-7420	EBAY-PRESSURE VENTILATION FAN-FIRE DEPT		1.0	\$689.9800	\$689.98
5	01-00-00-4711	AMAZON-COUNCIL TABLET CASES		1.0	\$23.9800	\$23.98
6	01-01-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400	\$4.09
7	01-03-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400	\$4.09
8	10-00-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400	\$4.09
9	13-00-60-6200	ADOBE ACROBAT PRO		0.3	\$16.3400	\$4.09
10	01-01-70-7010	WICHITA EAGLE DIGITAL		1.0	\$129.9500	\$129.95

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15	KANZA / KANZA CO-OPERATIVE ASSOCIATION	1/15/2021	1/15/2021	011521COOP	\$817.34
1	01-03-70-7210 FUEL - POLICE DEPARTMENT			1.0 \$409.2400	\$409.24
2	10-00-70-7210 FUEL - WATER DEPARTMENT			1.0 \$54.7900	\$54.79
3	01-04-70-7210 FUEL - FIRE DEPARTMENT			1.0 \$51.1400	\$51.14
4	01-10-70-7210 FUEL - STREETS			1.0 \$56.6000	\$56.60
5	13-00-70-7210 FUEL - SEWER			1.0 \$129.2200	\$129.22
6	01-11-70-7110 BLUE GARD, BRAKE FLUID			1.0 \$36.4500	\$36.45
7	01-11-70-7110 HYDRAULIC FLUID-EQUIP & TRACTORS			1.0 \$79.9000	\$79.90
9	KMIT / KANSAS MUNICIPAL INSURANCE TRUST	1/15/2021	1/15/2021	13-2175	\$8,146.00
1	03-00-00-6050 2021 WORKERS COMP INS PREMIUM			1.0 \$8,146.0000	\$8,146.00
25	KS DEPT OF HEALTH & ENV-U9000 / KANSAS HEALTH I	1/15/2021	1/15/2021	47249	\$72.00
1	10-00-60-6170 COLILERT DRINKING WATER			1.0 \$72.0000	\$72.00
37	KS DEPT OF REV - WTR PROT / KS DEPARTMENT OF R	1/19/2021	1/19/2021	011521WTRPROT	\$531.34
1	10-00-60-6154 WATER PROTECTION FEE			1.0 \$531.3400	\$531.34
8	KS RURAL / KS RURAL WATER ASSOCIATION	1/15/2021	1/15/2021	011521KRWA	\$586.10
1	10-00-60-6700 KRWA MEMBERSHIP-BRYAN, TURNER, KERMIT, ADAM			1.0 \$586.1000	\$586.10
14	KS TREASURER / KANSAS STATE TREASURER	1/15/2021	1/15/2021	011521TREAS	\$446.50
1	01-05-60-6310 JBEF			1.0 \$19.0000	\$19.00
2	01-05-60-6310 LETC			1.0 \$427.5000	\$427.50
10	LKM / LEAGUE OF KANSAS MUNICIPALITIES	1/15/2021	1/15/2021	21-532	\$1,109.14
1	01-01-60-6700 2021 LKM MEMBERSHIP DUES			1.0 \$1,109.1400	\$1,109.14
13	NEWTON CITY / CITY OF NEWTON	1/15/2021	1/15/2021	011521WTRTRTMNT	\$5,293.60
1	10-00-60-6152 11-17-20 TO 12-18-20 WATER TREATMENT 407200 USAGE			1.0 \$5,293.6000	\$5,293.60

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice	
18	QUILL / QUILL	1/15/2021	1/15/2021	13753138	\$260.76	
1	01-01-70-7010	QUILL MEMBERSHIP RENEWAL		1.0	\$69.9900	\$69.99
2	01-01-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.5	\$190.7700	\$95.39
3	01-03-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.1	\$190.7700	\$19.08
4	01-05-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.2	\$190.7700	\$38.15
5	01-09-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.1	\$190.7700	\$9.54
6	10-00-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.1	\$190.7700	\$9.54
7	12-00-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.1	\$190.7700	\$9.54
8	13-00-70-7010	OFFICE SUPPLIES-PENS, CLIPS, PAPER, RUBBER BANDS..		0.1	\$190.6000	\$9.53
35	STUDIO F INC. / WCCIT	1/15/2021	1/15/2021	WCC26122, WCC26166	\$581.50	
1	01-01-60-6200	MO SRVC-ADMIN		0.5	\$400.0000	\$200.00
2	01-03-60-6200	MO SRVC-POLICE		0.3	\$400.0000	\$100.00
3	01-04-60-6200	MO SRVC-FIRE		0.1	\$400.0000	\$20.00
4	13-00-60-6200	MO SRVC-SEWER		0.2	\$400.0000	\$80.00
5	01-01-60-6200	MICROSOFT		0.3	\$181.5000	\$45.38
6	01-03-60-6200	MICROSOFT		0.3	\$181.5000	\$45.38
7	10-00-60-6200	MICROSOFT		0.3	\$181.5000	\$45.38
8	13-00-60-6200	MICROSOFT		0.3	\$181.4200	\$45.36
5	UNIVERSITY OF KANSAS / UNIVERSITY OF KANSAS	1/15/2021	1/15/2021	EDF8F7C0	\$50.00	
1	01-03-60-6710	PD CLASS-DOMESTIC VIOLENCE J TAYLOR		1.0	\$25.0000	\$25.00
2	01-03-60-6710	PD CLASS-STRANGULATION-J TAYLOR		1.0	\$25.0000	\$25.00
23	US BANK / US BANK EQUIPMENT FINANCE	1/15/2021	1/15/2021	432569077	\$872.84	
1	01-01-60-6200	CONTRACT PAYMENT		0.5	\$872.8400	\$436.42
2	01-03-60-6200	CONTRACT PAYMENT		0.1	\$872.8400	\$87.28
3	01-05-60-6200	CONTRACT PAYMENT		0.1	\$872.8400	\$87.28
4	10-00-60-6200	CONTRACT PAYMENT		0.2	\$872.8400	\$130.93
5	13-00-60-6200	CONTRACT PAYMENT		0.2	\$872.8400	\$130.93
1	VERIZON / VERIZON WIRELESS	1/15/2021	1/15/2021	9869826601	\$120.03	
1	01-03-60-6180	PD MDT SERVICE		1.0	\$120.0300	\$120.03
7	WAMPO / WAMPO	1/15/2021	1/15/2021	1127	\$18.00	
1	01-01-60-6700	2021 MEMBERSHIP DUES WAMPO		1.0	\$18.0000	\$18.00

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Vendor	Description	Check Date	Invoice#	Check#	Check Total
HANNAH AGEE	CITY HALL CLEANING	01/22/2021	012221HA	67420	\$60.00
CITY ATTORNEYS ASSOCIATION OF K	2021 ATTY ASSOC DUES	01/22/2021	3287	67421	\$35.00
FAMILY HEALTH AMERICA, LC	HRA ADMIN FEES	01/22/2021	012221HRA	67422	\$100.00
KANSAS MUNICIPAL UTILITIES	2021 KMU MEMBERSHIP	01/22/2021	15887	67423	\$876.00
KANSAS MAYORS ASSOCIATION	KS MAYORS ASSOC DUES	01/22/2021	3425	67424	\$50.00
KERMIT MCGINN	REIMB DO METER SUPPL	01/22/2021	012221KM	67425	\$282.86
PACE ANALYTICAL SERVICES, INC.	SEWER ANALYSES	01/22/2021	2160124424	67426	\$435.60
PETTY CASH	MISC EXPENSES/POSTAG	01/22/2021	012221PETTY	67427	\$48.40
USPS	PITNEY POSTAGE	01/22/2021	012221PITNEY	67428	\$800.00
PRIDE AG RESOURCES	RENTALS/SUPPLIES PD	01/22/2021	89675, 89706	67429	\$470.06
SALINA SUPPLY COMPANY	WATER METER PARTS	01/22/2021	S100186573,100186780	67430	\$1,166.75
USA BLUEBOOK	WWTP SUPPLIES	01/22/2021	466810	67431	\$918.12
WICHITA WELDING SUPPLY, INC	WELDER CYLINDER LEAS	01/22/2021	819294	67432	\$67.50

Total Direct Expense:	\$5,310.29
Total Immediate Payments:	\$5,310.29

Report Summary

	Report Selection Criteria	
Report Type:	Detailed	
	Start	End
Transaction Number:	Start	End

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
11	AGEE, HANNAH / HANNAH AGEE	1/22/2021	1/22/2021	012221HA	\$60.00
1	01-01-60-6290	CITY HALL CLEANING-CONTRACT LABOR HANNAH		3.0	\$15.0000
2	01-03-60-6290	CITY HALL CLEANING CONTRACT LABOR-HANNAH		1.0	\$15.0000
6	CITY ATTY ASSOC / CITY ATTORNEYS ASSOCIATION OF	1/22/2021	1/22/2021	3287	\$35.00
1	01-05-60-6700	2021 CITY ATTY ASSOC MEMBERSHIP DUES		1.0	\$35.0000
7	FAMILY HEALTH / FAMILY HEALTH AMERICA, LC	1/22/2021	1/22/2021	012221HRA	\$100.00
1	33-00-60-6290	HRA ADMIN SERVICES FEE		1.0	\$100.0000
4	KMU / KANSAS MUNICIPAL UTILITIES	1/22/2021	1/22/2021	15887	\$876.00
1	10-00-60-6700	2021 KMU MEMBERSHIP DUES		1.0	\$876.0000
8	KS MAYORS ASSOC / KANSAS MAYORS ASSOCIATION	1/22/2021	1/22/2021	3425	\$50.00
1	01-01-60-6700	2021 KS MAYORS ASSOC MEMBERSHIP DUES		1.0	\$50.0000
10	MCGINN, KERMIT / KERMIT MCGINN	1/22/2021	1/22/2021	012221KM	\$282.86
1	13-00-70-7110	REIMB-HYSPECO DO METER AIRLINE SUPPLIES		1.0	\$282.8600
9	PACE / PACE ANALYTICAL SERVICES, INC.	1/22/2021	1/22/2021	2160124424	\$435.60
1	13-00-60-6170	SAMPLE DATE 1-6-21		1.0	\$435.6000
1	PETTY CASH / PETTY CASH	1/22/2021	1/22/2021	012221PETTY	\$48.40
1	10-00-70-7020	WATER SAMPLE POSTAGE 12-3-21		1.0	\$4.6000
2	10-00-70-7020	WATER SAMPLE POSTAGE 12-15-20		1.0	\$4.6000
3	10-00-70-7020	WATER SAMPLE POSTAGE 1-7-21		1.0	\$4.6000
4	10-00-70-7020	WATER SAMPLE POSTAGE 1-19-21		1.0	\$4.6000
5	01-03-70-7120	DISCOUNT AUTO-CROWN VIC 17" WHEEL		1.0	\$30.0000
13	POST OFFICE / USPS	1/22/2021	1/22/2021	012221PITNEY	\$800.00
1	10-00-60-6200	PITNEY POSTAGE		0.4	\$800.0000
2	12-00-60-6200	PITNEY POSTAGE		0.3	\$800.0000
3	13-00-60-6200	PITNEY POSTAGE		0.4	\$800.0000
2	PRIDE AG / PRIDE AG RESOURCES	1/22/2021	1/22/2021	89675, 89706	\$470.06
1	01-10-60-6240	BOOM LIFT FOR CHRISTMAS DECORATIONS		1.0	\$420.2500
2	01-00-00-4711	PLUMBING SUPPLIES/GRIND WHEEL-PD/COURT BLDG		1.0	\$49.8100

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Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
3	SALINA SUPPLY / SALINA SUPPLY COMPANY	1/22/2021	1/22/2021	S100186573,100186780	\$1,166.75
1	10-00-70-7130				
	S100186573 WATER METER INSERT, UNION, COUPLING			1.0	\$330.5200
2	10-00-70-7130				
	S100186780 WATER METER PARTS COUPLING REDI FCC			1.0	\$836.2300
5	USA BLUEBOOK / USA BLUEBOOK	1/22/2021	1/22/2021	466810	\$918.12
1	13-00-70-7250				
	NITRILE GLOVES			1.0	\$604.4000
2	13-00-70-7010				
	DISPOSABLE WIPES			1.0	\$313.7200
12	WICHITA WELDING / WICHITA WELDING SUPPLY, INC	1/22/2021	1/22/2021	819294	\$67.50
1	01-11-60-6240				
	ANNUAL WELDER CYLINDER LEASE RENEWAL			1.0	\$67.5000
Grand Totals					
					Total Direct Expense:
					Total Immediate Payments:
					\$5,310.29
					\$5,310.29

Report Summary

Report Selection Criteria

Report Type: Detailed

Start End

Transaction Number: Start End

AP Bank Reconciliation Posting Audit Report

City of Sedgwick (SEDGKS)

01/25/2021 12:14:57 PM

Batch: AAABHK

User ID: JANISE

Page 1

Bank Code: CKG		LEGACY BANK				
Vendor Tran#	Document #	Date	Type	User ID	Posting Reference	Total Amount
KANSAS PAYMENT CENTER						
1	67438	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$244.62
Description:						
BCBS OF KANSAS						
2	67434	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$8,247.96
Description:						
KPERS						
3	67437	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$2,882.15
Description:						
KANSAS STATE WITHHOLDING TAX						
4	67439	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$958.89
Description:						
LEGACY BANK						
5	67436	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$5,421.77
Description:						
AETNA						
6	67433	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$91.51
Description:						
DELTA DENTAL OF KANSAS						
7	67435	01/22/2021	Check	JANISE	AP0000000871AAABHK	\$674.84
Description:						
		Bank Totals		Items	Total Voids	Items
Checks		(\$18,521.74)		7	\$0.00	0
Deposits		\$0.00		0	\$0.00	0
Deductions		\$0.00		0	\$0.00	0
Additions		\$0.00		0	\$0.00	0
Bank Charges		\$0.00		0	\$0.00	0
Net Activity for CKG:		(\$18,521.74)				

Report Totals						
		Bank Totals		Items	Total Voids	Items
Checks		(\$18,521.74)		7	\$0.00	0
Deposits		\$0.00		0	\$0.00	0
Deductions		\$0.00		0	\$0.00	0
Additions		\$0.00		0	\$0.00	0
Bank Charges		\$0.00		0	\$0.00	0
Net Activity:		(\$18,521.74)				

AP Adjust/Pay Bills Edit Report

City of Sedgwick (SEDGKS)

Batch: AAABHK

1/25/2021 12:07:14 PM

Page 1

Tr. #	Vendor Tran/CC Pmt Date Tran Type	Re / Ch # / CC Ref # / Description Apply To # GL Acct Number	Credit Card Vendor	Bank Code	Total Amount	
1	KS PAYMENT CTR / KANSAS PAYMENT CENTER 1/22/2021 Non-Electronic Payment	67438 / 20DM03193		CKG	\$244.62	
Line Applied	PR0000000284					
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
1	PR0000000284		\$244.62			
				Total Cash Amount		\$244.62
2	BCBS / BCBS OF KANSAS 1/22/2021 Non-Electronic Payment	67434 / HEALTH INSURANCE-FEB 2021		CKG	\$8,247.96	
Line Applied	PR0000000283					
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
1	PR0000000283		\$570.09			
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
2	PR0000000284		\$7,677.87			
				Total Cash Amount		\$8,247.96
3	KPERS / KPERS 1/22/2021 Non-Electronic Payment	67437 / RETIREMENT 1-18-2021		CKG	\$2,882.15	
Line Applied	PR0000000284					
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
1	PR0000000284		\$2,882.15			
				Total Cash Amount		\$2,882.15
4	KS STATE WH / KANSAS STATE WITHHOLDING TAX 1/22/2021 Non-Electronic Payment	67439 / STATE WITHHOLDING 1-22-21		CKG	\$958.89	
Line Applied	PR0000000284					
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
1	PR0000000284		\$958.89			
				Total Cash Amount		\$958.89
5	EFTPS / LEGACY BANK 1/22/2021 Non-Electronic Payment	67436 / EFTPS 941		CKG	\$5,421.77	
Line Applied	PR0000000284					
		CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount
1	PR0000000284		\$5,421.77			
				Total Cash Amount		\$5,421.77

AP Adjust/Pay Bills Edit Report

City of Sedgwick (SEDGKS)

Batch: AAABHK

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Tr. #	Vendor Tran/CC Pmt Date Tran Type	Re / Ch # / CC Ref # / Description Apply To # GL Acct Number	Credit Card Vendor	Bank Code	Total Amount			
6	AETNA / AETNA 1/22/2021 Non-Electronic Payment	67433 / VISION INSURANCE		CKG	\$91.51			
Line	Applied	PR0000000283						
			CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount	
1		PR0000000283		\$33.19				
			CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount	
2		PR0000000284		\$58.32				
Total Cash Amount					\$91.51			
7	DELTA DENTAL / DELTA DENTAL OF KANSAS 1/22/2021 Non-Electronic Payment	67435 / DENTAL INSURANCE - FEB 2021		CKG	\$674.84			
Line	Applied	PR0000000283						
			CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount	
1		PR0000000283		\$44.54				
			CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount	
2		PR0000000284		\$630.30				
Total Cash Amount					\$674.84			
Totals			CC Amount	Cash Amount	Credit Amount	Debit Amount	Discount Amount	Grand Total
			\$0.00	\$18,521.74	\$0.00	\$0.00	\$0.00	\$18,521.74
					Total Non-Electronic Transactions:		\$18,521.74	
					Total Payment:		\$18,521.74	

Report Summary

Report Selection Criteria

Report Type: Detailed

Transaction Number: Start End
 Start End

AP Enter Bills Edit - Council Report

City of Sedgwick (SEDGKS)

Batch: AAABHL

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Page 1

Vendor	Description	Check Date	Invoice#	Check#	Check Total
AGRI ENVIRONMENTAL SERVICES	SLUDGE HAUL	01/29/2021	1542	67440	\$760.00
AXON ENTERPRISE, INC	PD MOLLE MOUNT	01/29/2021	SI-1708600	67441	\$83.50
GRABER'S ACE HARDWARE	WWTP PARTS/SUPPLIES	01/29/2021	487678, 487796	67442	\$58.27
HARVEY COUNTY JAIL	JAIL FEES	01/29/2021	2020001834	67443	\$35.00
KANSAS GAS SERVICE	520/402 COMM 320 WAS	01/29/2021	012921KSGAS	67444	\$667.76
KANSAS PUBLISHING VENTURES, LLI	LEGAL NOTICE	01/29/2021	91525	67445	\$17.60
QUILL	OFFICE SUPPLIES	01/29/2021	14090048,14084523...	67446	\$197.99
TRAVELERS CL REMITTANCE CENTE	NOTARY BOND INS	01/29/2021	012921TRAVELERS	67447	\$50.00
TRIPLETT, WOOLF & GARRETSON, LI	BOND COUNSEL-REDBAR	01/29/2021	012921TWG	67448	\$1,821.87
EVERGY	ELECTRIC SERVICE	01/29/2021	012921EVERGY	67449	\$4,343.81

Total Direct Expense:	\$8,035.80
Total Immediate Payments:	\$8,035.80

Report Summary

	Report Selection Criteria	
Report Type:	Detailed	
	Start	End
Transaction Number:	Start	End

AP Enter Bills Edit Report - Sorted by Vendor ** Customized **

City of Sedgwick (SEDGKS)
Batch: AAABHL

1/29/2021 8:05:06 AM

Page 1

Tr. #	Vendor	Inv Date	Due Date	Invoice #	Total Invoice
5	AGRI ENVIRONMENTAL / AGRI ENVIRONMENTAL SERV	1/29/2021	1/29/2021	1542	\$760.00
1	13-00-60-6160 JAN 21 SLUDGE HAUL 19,000 GAL			19,000.0 \$0.0400	\$760.00
8	AXON / AXON ENTERPRISE, INC	1/29/2021	1/29/2021	SI-1708600	\$83.50
1	01-03-70-7250 PD MOLLE MOUNTS			2.0 \$41.7500	\$83.50
9	GRABER'S / GRABER'S ACE HARDWARE	1/29/2021	1/29/2021	487678, 487796	\$58.27
1	13-00-70-7110 WWTP PLUMBING PARTS/SUPPLIES			1.0 \$58.2700	\$58.27
10	HRVY CO SHERIFF / HARVEY COUNTY JAIL	1/29/2021	1/29/2021	2020001834	\$35.00
1	01-05-60-6320 JAIL FEES LEVI MCKOWN			1.0 \$35.0000	\$35.00
7	KS GAS / KANSAS GAS SERVICE	1/29/2021	1/29/2021	012921KSGAS	\$667.76
1	13-00-60-6180 402 S COMM GAS SERVICE			1.0 \$38.8700	\$38.87
2	01-01-60-6180 520 N COMM GAS SERVICE			1.0 \$78.2600	\$78.26
3	01-03-60-6180 520 N COMM GAS SERVCIE			1.0 \$26.0900	\$26.09
4	01-04-60-6180 320 N. WASHINGTON GAS SERVICE			1.0 \$439.7400	\$439.74
5	01-11-60-6180 320 N. WASHINGTON GAS SERVICE			1.0 \$84.8000	\$84.80
6	KS PUBLISHING / KANSAS PUBLISHING VENTURES, LL	1/29/2021	1/29/2021	91525	\$17.60
1	01-01-60-6290 LEGAL NOTICE-INVITATION TO BID 87D6CAAD-0011			1.0 \$17.6000	\$17.60
1	QUILL / QUILL	1/29/2021	1/29/2021	14090048,14084523...	\$197.99
1	01-01-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.5 \$169.2800	\$84.64
2	01-03-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.1 \$169.3000	\$16.93
3	01-05-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.2 \$169.3000	\$33.86
4	01-09-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.1 \$169.3000	\$8.47
5	10-00-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.1 \$169.3000	\$8.47
6	12-00-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.1 \$169.3000	\$8.47
7	13-00-70-7010 DATE STAMPS, LABELS, PAPER, REPORT COV			0.1 \$169.3000	\$8.47
8	01-00-00-4711 FACE MASKS			1.0 \$28.6800	\$28.68
3	TRAVELERS / TRAVELERS CL REMITTANCE CENTER	1/29/2021	1/29/2021	012921TRAVELERS	\$50.00
1	01-01-60-6250 NOTARY BOND INSURANCE POLICY #0107355161 AMANDA			1.0 \$50.0000	\$50.00
2	TRIPLETT / TRIPLETT, WOOLF & GARRETSON, LLC	1/29/2021	1/29/2021	012921TWG	\$1,821.87
1	06-00-90-9860 REDBARN BOND COUNSEL PROF SERVICES			1.0 \$1,821.8700	\$1,821.87

Fees & Collection Charges

= proposed changes

	2007	2008	2010	2013	2021	Notes
Administrative Fees						
Delinquent Accounts						
Unpaid/Bounced Checks	\$25	\$25	\$30	\$30	\$30	
Kansas Setoff Program	\$25	\$25	\$25	\$25	\$25	
American Municipal Services (Court)	n/a	n/a	n/a	33%	n/a	
Collection Bureau of Kansas	n/a	n/a	n/a	n/a	30%	
Nuisance Abatement						
First Hour (per person)	n/a	n/a	n/a	\$100	\$150	
Second Hour (per person)	n/a	n/a	n/a	\$50	\$50	
Utility Fees						
Water Main Connection						
3/4 inch	\$500	\$500	\$500	\$500	\$1,000	
1 inch	\$600	\$600	\$600	\$600	\$1,500	
2 inch	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	
2+ inches	Variable	Variable	Variable	Variable	Variable	
Section 4 about new home additions	?	?	?	\$500/\$1,000	DELETE	
Bill Late Payments	\$10	\$10	\$10	\$10	\$10	
Utility Connection Fees-renters & owners	\$25	\$50	\$50	\$50	\$50	
Shut-off & Reconnection	\$25	\$25	\$25	\$25	\$25	
Sewer tap inspection	n/a	n/a	n/a	\$25	\$50	
Sewer tap fee (to connect to main)				n/a	\$1,000	
Signs	n/a	n/a	\$25	\$25	\$50	
Zoning, Plats & Special Use Fees						
Special Use Permit	n/a	n/a	\$50	\$50	\$100	
Zoning Change	n/a	n/a	\$100	\$100	\$150	
Filing Fee	n/a	n/a	n/a	\$100	\$150	
			\$150 +	\$150 +	\$150 +	
Preliminary Plat Filing Fee	n/a	n/a	\$10 per lot	\$10 per lot	\$10 per lot	
			\$100 +	\$100 +	\$100 +	
Final Plat Filing Fee	n/a	n/a	\$5 per lot	\$5 per lot	\$5 per lot	
MHP Move In/Out Fee	n/a	n/a	\$25	\$25	\$50	

	2007	2008	2010	2013	2020	Notes
Animal Licensing Fee						
Dogs & Cats (not fixed)	n/a	n/a	\$15	\$15	\$15	
Dogs & Cats (spayed or neutered)	n/a	n/a	\$5	\$5	\$5	
Late Fee after February 1	n/a	n/a	\$5	\$5	\$25	
Boarding Fees at City Animal Shelter	n/a	n/a	n/a	\$10	\$15	
Garage/Yard Sale	n/a	n/a	n/a	\$15	\$15	
Selling Permits						
Per day	n/a	n/a	n/a	\$20	\$25 per sales person	
Annually per person	n/a	n/a	n/a	n/a	\$100 per sales person	
Office Services						
Copies Black & White				\$0.25	\$0.25	
Color				\$1	\$1	
Fax Incoming				\$0.5 per page	\$0.50 per page	
				\$1 first page	\$1 first page	
Outgoing-local				\$.5 after	\$.5 after	
				\$2 first page	\$2 first page	
long distance				\$.50 after	\$.50 after	
Notary Public	n/a	n/a	n/a	n/a	\$5	Free to Residents
Finger Printing	n/a	n/a	n/a	n/a	\$15	
VIN Inspections	n/a	n/a	n/a	n/a	\$20	
Golf Cart Registration	n/a	n/a	n/a	n/a	\$25 initial inspection/ \$25 annually	
Swimming Pool Fees						
Daily Rates						
Adults 18+	n/a	n/a	n/a	\$3.00	\$3	(13+)
Children (13-17)	n/a	n/a	n/a	\$2.50	\$2	(3-12)
Children (0-12)	n/a	n/a	n/a	\$1.50	Free	(0-2)
Season Passes						
Single Adult	n/a	n/a	n/a	n/a	\$50	13+
Single Child	n/a	n/a	n/a	\$35	\$40	(3-12)
Family Pass	n/a	n/a	n/a	\$150	\$155	(2 adults & 4 children)
Additional Child	n/a	n/a	n/a	\$15	\$15	
Swim Lessons	n/a	n/a	n/a	\$30	\$35	(2 wk session)
Swim Team	n/a	n/a	n/a	FREE	\$55	
Rental Rates Per Hour (up to 50 people)	n/a	n/a	n/a	\$50	\$55	up to 30 swimmers
Additional person	n/a	n/a	n/a	\$1	\$2	

**City of Sedgwick
City Council Meeting
February 1, 2021**

TO: Mayor and City Council
SUBJECT: Surplus Property – Fire Department
PREPARED BY: City Administrator
AGENDA: New Business

Background: With the purchase of the new fire engine and the parting out of the old biodiesel plant, our fire department has two surplus assets that it would like to sale. The proceeds would then be used to fund other capital improvements/purchases.

Analysis: The surplus engine is a 1990 model Chevrolet C70 with 7354 miles. The trailer unit is a 2014 Chemguard Triple Tote Trailer that uses foam with a limited shelf life.

We are cautiously optimistic that the cumulative value of both items will total more than \$25,000.

Financial Considerations: Funds would be used to make additional capital improvements.

Legal Considerations: None.

Recommendations/Actions: Staff recommends Council authorize Chief Zane Hansen to sell these surplus assets in the manner that he believes will produce the greatest return.

Attachments: