



## COUNCIL MEETING AGENDA

January 8th, 2023 4:30 p.m.

Community Center – *Lower Level*

203 N. 3<sup>rd</sup>, Marion Kansas 66861

## COMMUNITY SERVICE APPRECIATION CELEBRATION Honoring Mayor Mayfield, Ruth Herbel and Jerry Kline

4:00 to 4:30 in Upstairs Former City Council Chambers

### REGULAR CITY COUNCIL MEETING

1. Flag Salute – Mayor Mayfield.
2. Call the Regular City Council meeting to order – Mayor Mayfield
3. Approval of Agenda -Mayor Mayfield
4. Approval of consent agenda
  - Approval of the Minutes of December 27<sup>th</sup>, 2023 Council Meeting
  - Approval of warrants in the amount of 30,527.49
  - Approval of payroll in the amount of \$37,200.91
5. Oath of Office/swearing in of Mayor Michael Powers – J Robinson
6. Oath of Office/swearing in of Councilor – Kevin Burkholder- J Robinson
7. Oath of Office/Swearing in of Councilor – Amy Smith – J Robinson
8. Oath of Office/Swearing in of Councilor – Timothy Baxa - J Robinson
9. Blue Cross Blue Shield Health Insurance Renewal – Kelly Leister
10. MIH Funds – Lange Real Estate presentation – Kristen Wewe
11. Airport Insurance Liability Renewal – J Robinson
12. 202 Miller Street – James Masters
13. Bids for Demolition – 202 Miller Street – James Masters
14. Councilor, Department, & Staff Reports
15. Public Forum (1): Those who wish to comment will only be allowed to do so after stating their name and providing a phone number to the City Clerk. These comments will be limited to three (3) Minutes.
16. Motion to Adjourn Council Meeting

The next regularly scheduled City Council meeting is on January 22nd, 2024 @ 4:30 p.m.

(It is possible that sometime between 4:30pm and 7:00pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the commission chambers or lobby of City Hall. No one is excluded from these areas during those times.)

#### **Council Meeting Procedures**

- Please silence your personal electronic devices (cell phones, tablets, watches, etc.). Emergency responders are to have their radios on vibrate.
- Please stand for the invocation and Pledge of Allegiance when requested by the Mayor or Vice Mayor at the beginning of the meeting.
- The council is interested in questions, concerns and comments from the public and has established a Public Forum agenda item at the beginning and end of the meeting. This is a time for individuals or groups to address the council. Generally, there is a three (3) minute presentation time allowed. Questions by councilors, mayor or city staff are not included in the three (3) minute presentation.
- (1) Presentation is limited to three (3) minutes. City Council will not act or discuss the topic at this time. Topics are limited to City Council business. Public comment is not permitted on personnel matters or legal matters. Items introduced may become agenda items at a future date.
- Please refrain from individual conversations during the council meeting & please be courteous and respectful at all times to your elected officials, appointed officials, city staff, and fellow residents. While we all may not agree, civil discourse will lead to better understanding and brighter future for our community.

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City Council Meeting  
December 27th, 2023  
Monday, 4:30 p.m.

The regular meeting of the City Council of the City of Marion, Kansas was held Monday, December 27<sup>th</sup>, 2023 at 203 N. 3rd, Marion, Kansas in the lower level at 4:30 p.m. with Ruth Herbel presiding as Vice Mayor and Council Members Zach Collett, Kevin Burkholder, and Jerry Kline, Mayor Mayfield absent. Also in attendance, Brogan Jones, City Administrator, Janet Robinson, City Clerk, Zach Hudlin, Margo Yates, Community Enrichment Director, Michael Powers, Amy Smith, Tim Smith, Ruth Lange, Steven Hart, Landon Pederson, Gene Winkler, Ryan Newell, Chloe Burkholder, Calli Burkholder, Donald Wilson, Marion County Record reporters, Phyllis Zorn and Eric Meyer.

Call to Order: Vice Mayor, Herbel called the meeting to order following the Pledge of Allegiance.

Approval of the Agenda: Collett made a motion to approve the agenda; Burkholder 2<sup>nd</sup>; motion carried 4-0.

Approval of the Consent Agenda: Collett made a motion to approve the consent agenda; Burkholder 2<sup>nd</sup>; motion carried 4-0.

MEDI Recommendation for Payment to the Library: Yates told council members the Library was going to use the billboard located at Walton to display their award as the Best Library in Kansas for 2 months, MEDI was requesting that \$400.00 of the transient guest tax money be used to pay for one more month, so that the award could be displayed for 3 months. Yates stated that the Merchants and MEDI both voted yes on this because it was such a big award for the Marion Library. Yates told council members that the billboard is seen by approximately 4500 people a day, and the Library award billboard would be displayed starting in January, 2024. Collett made a motion to approve the \$400.00 out of the transient guest tax for the billboard; Kline 2<sup>nd</sup>; motion carried 4-0.

Councilor, Department, & Staff Reports: Kline asked for an update on the KPP Solar Panel project. Jones stated that KPP had done the survey, and would be sending a map on which streets and alleys would have to be vacated and on how the area would need to be rezoned.

Burkholder stated he had checked out pickleball courts in Clay Center and Wamago, and has some plans on how to convert one tennis court into pickleball courts by using the existing fencing already there and purchasing additional fencing for the middle. Burkholder will bring back more information to the next council meeting.

Collett nothing further to report.

Vice Mayor, Herbel suggested that in the future, the City consider investing a portion of the 2 million dollars currently in the checking account, into interest bearing CD's.

Councilor, Department & Staff Reports: Zach Hudlin nothing further to report

Steven Hart nothing further to report.

Margo Yates reported that a new clothing business was coming in to where the day spa was on Main Street. Yates also reported that the public hearing on the new Marion County Health Department's conditional use permit would be held on January 30<sup>th</sup>, 2023.

Janet Robinson nothing further to report.

Brogan Jones stated that the bids for the demolition for 202 Miller Street would be in the January 8<sup>th</sup>, 2023 packets. Jones told council members that this would be the last council meeting he would be at, so if anyone needed to get ahold of him they would need to call him. Jones state that a spending freeze is in place for all departments until after the first of the year.

Public Forum: Donald Wilson who owns the property at 202 Miller Street told council members that the cistern had been filled in and the back staircase had been removed. Jones told Wilson to get ahold of James Masters to see what his next step is.

Ryan Newell asked if Jennifer Hill was representing Mayor David Mayfield personally. Council members were unaware of who represents Mayor Mayfield personally.

Motion to Adjourn the Meeting: Kline made a motion to adjourn the meeting; Burkholder 2<sup>nd</sup>; motion carried 4-0. Meeting adjourned.

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Mayor Mayfield, Mayor

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Janet Robinson, City Clerk

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
CENTRAL NATIONAL BANK									
3813 56 EXPRESS TIRE & SERVICE									
INV# 7325	1	1/08/24	1/02/24	NAVITRAC TIRE	240.00	02	02-04-5409	LIQ	1
	2			TIRE DISPOSAL	5.00	02	02-04-5409	LIQ	1
	3			TIRE TAX	.25	02	02-04-5409	LIQ	1
	4			SHOP SUPPLIES	2.40	02	02-04-5409	LIQ	1
				INVOICE TOTAL	247.65				
				VENDOR TOTAL	247.65				
3420 ALTEC CAPITAL SERVICES, LLC									
INV# 01852295	1	1/08/24	12/12/23	LEASE RENTAL 2019 FORD F550	1,688.70	21	21-00-5450	LIQ	1
				INVOICE TOTAL	1,688.70				
				VENDOR TOTAL	1,688.70				
334 CITY ATTN ASSOC OF KS.									
INV# 5453	1	1/08/24	1/03/24	MEMBERSHIP DUES 2024 STRELLA	35.00	01	01-85-5251	LIQ	1
				INVOICE TOTAL	35.00				
				VENDOR TOTAL	35.00				
1617 EMC INSURANCE COMPANIES									
CLAIM# Z01803802	1	1/08/24	1/05/24	CLAIMANT DEBBIE GRUVER	2,500.00	01	01-14-5065	LIQ	1
				INVOICE TOTAL	2,500.00				
				VENDOR TOTAL	2,500.00				
66 HOCH PUBLISHING CO INC.									
RUN DATE 1/3/24	1	1/08/24	1/03/24	PUBLIC NOTICE	48.00	01	01-12-5028	LIQ	1
	2			AFFIDAVIT	5.00	01	01-12-5028	LIQ	1
				INVOICE TOTAL	53.00				
				VENDOR TOTAL	53.00				
3455 KANSAS MUNICIPAL INSURANCE									
2024 WORKERS COMP	1	1/08/24	1/01/24	2024 PREMIUM CITY HALL	157.37	01	01-00-5065	LIQ	1
	2			2024 PREMIUM CITY HALL	2,974.37	01	01-10-5065	LIQ	1
	3			2024 PREMIUM ECO DEVO	33.22	01	01-11-5065	LIQ	1
	4			2024 PREMIUM POLICE	3,948.34	01	01-14-5065	LIQ	1
	5			2024 PREMIUM CEMETERY	704.69	01	01-30-5065	LIQ	1
	6			2024 PREMIUM FIRE	319.99	01	01-65-5065	LIQ	1
	7			2024 PREMIUM LIBRARY	59.45	01	01-75-5065	LIQ	1
	8			2024 PREMIUM WATER	1,442.60	02	02-01-5065	LIQ	1
	9			2024 PREMIUM SEWER	479.12	02	02-03-5065	LIQ	1
	10			2024 PREMIUM ELECTRIC	1,049.16	02	02-04-5065	LIQ	1
	11			2024 PREMIUM REFUSE	1,683.90	02	02-06-5065	LIQ	1
	12			2024 PREMIUM STREET SUPER	2,554.70	01	01-10-5065	LIQ	1
	13			2024 PREMIUM PARKS & REC	2,079.09	01	01-15-5065	LIQ	1
				INVOICE TOTAL	17,486.00				
				VENDOR TOTAL	17,486.00				
1594 KANSAS MUNICIPAL UTILITIES									

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
1594 KANSAS MUNICIPAL UTILITIES									
INV# 18570	1	1/08/24	1/02/24	LINEWORKER APPRENTICE-HIRD	300.00	02	02-04-5250	LIQ	1
	2			LINEWORKER APPRENTICE-CAMPBELL	300.00	02	02-04-5250	LIQ	1
	3			LINEWORKER APPRENTICE-WILLIAMS	300.00	02	02-04-5250	LIQ	1
				INVOICE TOTAL	900.00				
				VENDOR TOTAL	900.00				
122 LEAGUE OF KS MUNICIPALITIES									
INV# 24-88	1	1/08/24	12/01/23	2024 MEMBERSHIP PER CAPITA	758.16	01	01-00-5251	LIQ	1
	2			2024 MEMBERSHIP BASE FEE	475.00	01	01-00-5251	LIQ	1
	3			2024 KANSAS GOVERNMENT JOURNAL	100.00	01	01-00-5251	LIQ	1
				INVOICE TOTAL	1,333.16				
				VENDOR TOTAL	1,333.16				
3682 LIBERTY NATIONAL									
JANUARY	1	1/08/24	1/01/24	JANUARY PREMIUM	32.59	0245	02-00-2445	LIQ	1
							E-PAYMNT 1309279 1/08/24		
	2			JANUARY PREMIUM	12.00	0245	02-00-2445	LIQ	1
							E-PAYMNT 1309279 1/08/24		
				INVOICE TOTAL	44.59				
				VENDOR TOTAL	44.59				
3832 MARION TIRE AND SERVICE LLC									
INV# 2035	1	1/08/24	1/04/24	KENDA KLEVER A/T KR628	940.00	02	02-03-5409	LIQ	1
	2			WASTE TIRE DISPOSAL FEE	28.00	02	02-03-5409	LIQ	1
	3			KANSAS TIRE TAX	1.00	02	02-03-5409	LIQ	1
				INVOICE TOTAL	969.00				
				VENDOR TOTAL	969.00				
3952 ECHOSAT, INC									
R2387044001	1	1/08/24	1/01/24	SPG PACKAGE	45.00	01	01-16-5015	LIQ	1
							E-PAYMNT 1309278 1/08/24		
				INVOICE TOTAL	45.00				
				VENDOR TOTAL	45.00				
3687 POSTALOCITY									
FEBRUARY BILLS1	1	1/08/24	1/02/24	FEBRUARY BILLS	275.00	02	02-02-5020	LIQ	1
	2			FEBRUARY BILLS	275.00	02	02-03-5020	LIQ	1
	3			FEBRUARY BILLS	275.00	02	02-04-5020	LIQ	1
	4			FEBRUARY BILLS	275.00	02	02-06-5020	LIQ	1
	5			FEBRUARY BILLS	275.00	02	02-02-5016	LIQ	1
	6			FEBRUARY BILLS	275.00	02	02-03-5016	LIQ	1
	7			FEBRUARY BILLS	275.00	02	02-04-5016	LIQ	1
	8			FEBRUARY BILLS	275.00	02	02-06-5016	LIQ	1
				INVOICE TOTAL	2,200.00				
				VENDOR TOTAL	2,200.00				

3069 QUILL CORPORATION

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
				3069 QUILL CORPORATION					
INV# 36431496	1	1/08/24	1/02/24	KLEENEX	14.79	01	01-05-5020	LIQ	1
	2			KLEENEX	9.89	01	01-05-5020	LIQ	1
	3			SCOTT PAPER TOWELS	22.99	01	01-05-5020	LIQ	1
	4			COTTONELLE	54.99	01	01-05-5020	LIQ	1
	5			SILVER LININGS PERSONAL BOOK	8.99	01	01-00-5020	LIQ	1
	6			CAPTAINS CHAIR	319.98	01	01-00-5020	LIQ	1
	7			GUEST CHAIR	333.98	01	01-00-5020	LIQ	1
				INVOICE TOTAL	765.61				
				VENDOR TOTAL	765.61				
				3941 RENSENHOUSE					
INV# 1996-1054350	1	1/08/24	1/08/24	500W LT FX	1,034.60	02	02-04-5014	LIQ	1
	2			GRAY ROADWAY LIGHT	678.20	02	02-04-5014	LIQ	1
				INVOICE TOTAL	1,712.80				
				VENDOR TOTAL	1,712.80				
				3929 ROY-BACHMAN, BRANDY					
JANUARY	1	1/08/24	1/04/24	JANUARY JUDGE FEE	350.00	01	01-85-5001	LIQ	1
				INVOICE TOTAL	350.00				
				VENDOR TOTAL	350.00				
				3841 VISION CARE DIRECT					
INV# 1213001012024	1	1/08/24	12/25/23	JANUARY PREMIUM	15.90	257	02-00-2457 E-PAYMNT 1309280 1/08/24	LIQ	1
	2			JANUARY PREMIUM	25.46	257	02-00-2457 E-PAYMNT 1309280 1/08/24	LIQ	1
	3			JANUARY PREMIUM	46.24	257	02-00-2457 E-PAYMNT 1309280 1/08/24	LIQ	1
				INVOICE TOTAL	87.60				
				VENDOR TOTAL	87.60				
				3314 VYVE BROADBAND					
JANUARY	1	1/08/24	1/03/24	INTERNET AT MUSEUM	69.95	01	01-25-5015 E-PAYMNT 1309281 1/08/24	LIQ	1
	2			INTERNET AT AIRPORT	39.43	01	01-16-5015 E-PAYMNT 1309281 1/08/24	LIQ	1
				INVOICE TOTAL	109.38				
				VENDOR TOTAL	109.38				
				CENTRAL NATIONAL BANK TOTAL	30,527.49				
				TOTAL MANUAL CHECKS	.00				
				TOTAL E-PAYMENTS	286.57				
				TOTAL PURCH CARDS	.00				
				TOTAL ACH PAYMENTS	.00				
				TOTAL OPEN PAYMENTS	30,240.92				

# SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST ID	GL ACCOUNT	CK TYPE	SQ
GRAND TOTALS					30,527.49				



**DATE SENT:** December 1, 2023

**AIRPORT OWNERS AND OPERATORS LIABILITY BINDER**  
WITH  
**ACE PROPERTY AND CASUALTY INSURANCE COMPANY**  
(AA S&P, A++ BEST)

In accordance with your instructions we have bound the insurance described below. This binder will be replaced by the policy when issued. **Policy No: AAP N16737926 003**

Please read this binder carefully, as the limits, coverage and other terms and conditions may vary significantly from those requested in your submission and/or from the expiring policy. Terms and conditions that are not specifically mentioned in this binder are not included. The terms and conditions of this binder supersede the submitted insurance specifications and all prior proposals and binders. Actual coverage will be provided by and in accordance with the policy as issued.

The insurer is not bound by any statements made in the submission purporting to bind the insurer unless such statement is reflected in the policy or in an agreement signed by someone authorized to bind the insurer.

This binder has been constructed in reliance on the data provided in the submission. A material change or misrepresentation of that data voids this binder.

**NAMED INSURED:** City of Marion, KS

**NAMED INSURED'S ADDRESS:** 208 East Santa Fe  
Marion, Kansas, 66861

**PERIOD:** From: December 4, 2023 To: December 4, 2026  
both days at 12:01 a.m. Local Time at the address of the Named Insured

**INTEREST:** The Insured's legal liability to which this policy applies, arising out of the Insured's Airport operations at the following airport location(s):

F.A.A. ID	State	Name
43K	KS	Marion Municipal Airport, Marion, KS



**SUM INSURED:** \$1,000,000 each occurrence/offense in respect of Bodily Injury, Personal and Advertising Injury and Property Damage combined, subject to the following limitations:

Products-Completed Operations Annual Aggregate Limit. . . . .	Not Insured
Personal Injury and Advertising Injury Annual Aggregate Limit. . . . .	\$1,000,000
Malpractice Annual Aggregate Limit. . . . .	\$1,000,000
Extended Coverage – War, Hi-jacking and Other Perils Annual Aggregate Limit. . . . .	Not Insured
Fire Damage Limit Any One Fire. . . . .	\$100,000
Medical Expense Limit Any One Person. . . . .	\$5,000
Hangarkeepers not “in flight” Limit Any One Occurrence. . . . .	Not Insured
Hangarkeepers not “in flight” Limit Any One Aircraft. . . . .	Not Insured
Non-Owned Aircraft Liability Limit Any One Occurrence. . . . .	Not Insured

**DEDUCTIBLE:** Nil Each Occurrence or offense, but not to exceed annual aggregate  
 Nil

**CONDITIONS:** The Airport Owners and Operators General Liability Policy contains, inter alia, the following exclusion clauses:

- War, Hi-Jacking and Other Perils Exclusion Clause
- Noise, Pollution and other Perils Exclusion Clause

The policy is also subject to the following:

- 30 days notice of cancellation, non-renewal or reduction in coverage by Insurer, but
- 10 days notice for non-payment of premium. This provision does not override the Automatic

Termination review or cancellation provisions of endorsements APP 203 or APP 237.

The policy may be cancelled or nonrenewed subject to the terms of the following endorsement

AAP KS (11/99) Kansas Changes - Cancellation and Nonrenewal

Schedule of Policy Forms applicable to airports and locations **Kansas**  
 in:

Form Reference and Edition	Title
9001-KS (11/00)	Kansas Changes - Transfer Of Rights
AAP 200 (05-22)	Airport Owners and Operators General Liability Policy - Jacket
AAP 201 (11/99)	Airport Owners and Operators General Liability Policy - Declarations
AAP 201S (11/99)	Airport Owners and Operators General Liability Policy - Schedule of Endorsements
AAP 202 (11/99)	Airport Owners and Operators General Liability Policy
AAP 219 (11/99)	Premium Installment Endorsement
AAP 220 (11/99)	Immunity Waiver Endorsement
AAP 234 (11/99)	Airport Limited Enhanced Coverage Endorsement
AAP 237 (11/99)	Nuclear Risks Exclusion Clause

AAP 242 (11/99)	Personal Injury Limitation Endorsement
AAP 248 (11/99)	Volunteers Endorsement
AAP 255-KS (11/99)	Date Recognition Limited Coverage Endorsement
AAP 256-KS (11/99)	Date Recognition Exclusion Endorsement
AAP 270 (01/15)	Amendment to Include Coverage for Certified Acts of Terrorism; Cap on Losses from Certified Acts of Terrorism
AAP 273 (11/03)	Pollution Endorsement
AAP 275 (01/15)	Limited Terrorism Coverage Endorsement
AAP 277 (01/06)	Silica And Silica-Related Dust Exclusion
AAP 306 (03/08)	Infringement of Copyright, Patent, Trademark or Trade Secret Endorsement
AAP 307 (03/08)	Amendment to Supplementary Payments (Court Cost) Endorsement
AAP 316 (02/21)	Exclusion - Access or Disclosure of Confidential or Personal Information - Advertising Injury or Personal Injury
AAP 317 (01/22)	Exclusion – Perfluorinated Chemicals
ALL-20887 (10/06)	ACE Producer Compensation Practices & Policies
ALL-21101 (11/06)	Trade or Economic Sanctions Endorsement
IL P 001 (01/04)	U.S. Treasury Departments' Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders
TR-45231a (08/20)	Policyholder Disclosure Notice Of Terrorism Insurance Coverage

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**Payable in three equal installments.**

**PERIOD**

**GL Premium: \$5,406**

**PERIOD**

**TRIA Premium: \$540**

**PERIOD**

**WAR Premium: Not Purchased**

**TOTAL: \$5,946**

Please read this document carefully and advise us of any discrepancies immediately.

**POLICYHOLDER DISCLOSURE  
NOTICE OF TERRORISM  
INSURANCE COVERAGE**

Coverage for acts of terrorism is included in your policy. You are hereby notified that under the Terrorism Risk Insurance Act, as amended, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury---in consultation with the Secretary of Homeland Security, and the Attorney General of the United States---to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 80% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your term premium that is attributable to coverage for acts of terrorism is \$540, and does not include any charges for the portion of losses covered by the United States government under the Act.

Dalke Construction Inc  
1879 Jade  
Hillsboro KS 67063

Marty 620-381-1885

James Masters  
inspector@cityofherington.com

Estimate: 11/03/2023

City of Marion

202 E Miller

Demo house and concrete with haul away, clean up rocks and concrete with haul away, fill basement with dirt and level, close cistern, cap sewer

\$ 9,950.00

The picture above is of a property located at 202 Miller Street in Marion, Ks. This is a bid from Feist Property Maintenance, LLC on the demolition of this 2-story house and general clean up of the property including removal of the fence around the property and removal of some trees and trimming of some others. Once the house is leveled the foundation will be taken down 2 feet below grade and fill dirt brought in and fill the basement up to grade and all trash and debris to be hauled off. This bid will contain the estimated cost of the project, as well as, the start and estimated completion date.

If Feist Property Maintenance, LLC is awarded this bid our earliest start date on the property would be Jan 3<sup>rd</sup> 2024. Our expectations are on that day all equipment needed for the job will be on-site and demolition will start that same day. Weather permitting. Our estimated completion time of this project would be 1 week from the start date.

With the cost of roll off dumpsters, equipment fees, fill dirt, fuel and labor figured into the bid, this bid after tax comes to \$14,505.50. If Feist Property Maintenance, LLC is awarded this bid we will ask of 1/3 of the total bid up front and the other 2/3 after the job is complete and signed off by a city official. The break down on that comes to \$4,835.17 up front and \$9,670.33 once the job is completed.

Contract completed by   
(Owner)

# Feist Property Maintenance, LLC

Hope, Ks



January, 3, 2024

The Library Board met on Wednesday, Jan 3 with board members, Grant Theirolf, Bruce Winkler, Shannon Cooper, Shari Padgham and Missy Stubenhofer and Librarian Janet Marler present

Motion was made by Missy Stubenhofer and seconded by Bruce Winkler and approved to give a 25 cents per hour raise to Janet Marler, Vickie Kraus and Cindy Wyatt beginning with the upcoming payroll schedule.

## For Your Information

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Community Enrichment Director/Interim Zoning Administrator  
City Council Report – January 5, 2024

December 27 & 28

- Visited with Brogan to update him on several items from planning commission & businesses.
- Email back up. Had 140 emails to review. Had 169 emails in Spam folder.
- Asked for invoice amounts from the remainder of the Holly Jolly Christmas event expenses.
- Updated bed tax spreadsheet with recent invoices. Spent \$600 of \$1,000 approved for HJC.
- Visited with planning commission chairman about new mayor making board appointments.
- Prepared public hearing notice for the newspaper for the county CUP, to run January 3, 2024.
- Prepared public hearing notice letter for surrounding properties for the county CUP application.
- Have new resident needing repair work on the AC in a camper. Looking for a referral for them.
- Per request, emailed the 2024 Art in the Park and Craft Show application to a vendor.
- Worked with Sandy to update web page with Historic Home Tour link to the driving tour map.
- Started working on registered letters for the county's public hearing for the health department.
- Attended City Council meeting.
- Met with mother of the bride to help with set up and use of the building this weekend.
- Had building cleaned prior to wedding event in the Ballroom this weekend.
- Reached out to check if shower on building calendar is still scheduled. They're changing date.
- Sent public hearing notice for new health department to the newspaper for publication 1/3/24.
- Let Steven know the men's bathroom light in the basement is not working.

January 2 - 4

- Explained to Peabody billboard advertisers they cannot change their end date on short notice.
- Per request let former resident moving back know of a rental coming open & gave contact info.
- Put items away from last weekend's event in the building. Checked building key back in.
- Restocked trash bags, paper towels, etc., throughout the building after last weekend's event.
- Per request forwarded an email with ticket agency info to the Chingawassa Days Committee.
- Let Brogan and Mike Powers know we will need to replace a BZA member who resigned.
- Let BZA members know we had a resignation & need a quorum for next week's public hearing.
- Confirmed the newspaper received public hearing notice to be published in this week's paper.
- Ordered 2024 Kansas State Travel Guides for distribution. Checked Marion listings to update.
- Made note to take copies of new state travel guide to Merchant's meeting next week to review.
- Let the guys know I have been asked when the metal sign is going to go up on the highway.
- Compiled registered letters for county health department public hearing and took to post office.
- Met with James and signed off on two water line permits. Discussed two upcoming hearings.
- Drove around to view several properties with on-going zoning conditions.
- Visited with Tim and Steven about Pickle Ball Courts and damaged fencing at East Park.
- Put Municipal Court on the building calendar throughout the year.
- Searched state info for deadlines for 2025 state travel guide listings. No luck, asked Tammy.
- Emailed Tammy about reviewing 2024 state travel guide listings at next Merchant meeting.
- Inquired about overnight house fire to make sure residents have received assistance.
- Reminded cleaning crew that invoices are due Thursday morning.
- Drove by house fire site and reached out to residents asking if they need assistance.
- Sent 20 thank you notes.