

City of Hays
City Commission
Work Session Notes

Thursday, March 3, 2022 – 6:30 p.m.

Present: Mason Ruder, Michael Berges, Shaun Musil, Sandy Jacobs, Reese Barrick, Toby Dougherty, Kim Rupp, and John T. Bird

February 17, 2022 Work Session Notes

There were no corrections or additions to the minutes of the work session held on February 17, 2022; the minutes stand approved as presented.

Add on Item – D & J Land Development Update

Doug Hutchinson, formerly with D & J Land and Development, currently has his own company and is working for Dan Hess on this development.

He stated that they received a letter of intent from a travel plaza group out of Texas that is moving into Kansas. They have four stores in Wichita that they bought and are remodeling, and are looking to expand here. They are also in conversation with a group regarding a truck wash. He added that once the truck plaza gets started they have a truck maintenance group that is interested in coming in as well.

He knows things haven't moved quickly, but he is excited about what is happening now. He can't provide names at this point, but feels that in the next 60 days they will be able to provide the Commissioners more information.

Commissioner Musil asked when construction on the Travel Plaza would begin. Mr. Hutchinson stated once the documents are signed they need 60 to 90 days for due diligence before construction could begin.

Ellis County Historical Society Update

Amanda Rupp, Ellis County Historical Society (ECHS) Interim Director, provided an update on the progress and changes going on at the ECHS. Ms.

Rupp stated in 2021, a new extended board and a three-person office team took over ECHS. With little guidance, the team and board were able to complete daunting tasks in order to save ECHS from closure. Together, they were able to revive the society, continue online operations, communicate with researchers, address immediate building needs, secure general operating funds, and create a solid plan for the future.

Throughout the year, ECHS staff replaced roofing, solved security issues, replaced gutters, and consulted with businesses to restore the foundation. ECHS was present in the community, specifically for the 50th anniversary held on campus. The society also organized volunteer opportunities and extended them throughout the community.

In efforts to keep up with the times, ECHS applied a new budget code system to replace an outdated budget worksheet that was used prior. The biggest accomplishment was a petition to supporters for first year operating costs of a complete computer and system upgrade. The petition was met with an overwhelming amount of support.

Goals moving forward show a promising future for the historical society. New employees are being trained on the recent software update, collections are being sorted through to determine what fits with policy, and fundraisers and events are in the works to continue their efforts to network throughout the community. Ms. Rupp stated their number one priority is to install/train employees and volunteers on the new software systems.

Adam Conkey, Ellis County Historical Society Curator, thanked all of the volunteers that have helped with moving and organizing the collections and exhibits. He added that they plan to get museum tours, walking tours, and church tours going again this summer.

Commissioner Musil thanked them for their efforts and stated he is happy to see they have a plan moving forward. He added that it is important to preserve our history.

Commissioner Jacobs stated she is proud of everything they have accomplished.

Vice-Mayor Berges stated they have stepped up to the challenge and he is very encouraged by their progress.

Brad Ricke, Ellis County Liaison and Board Member for the ECHS, stated Hays is rich in history and he feels it is time to cash in on that. ECHS would like to find ways to encourage people to come to Hays to enjoy our history.

Airport Fuel Farm Project – Award of Bid

Jamie Salter, Airport Director, stated the Airport’s 2022 Capital Improvement Plan (CIP) includes a project to replace the existing underground fuel farm with an aboveground tank system. The current underground system was installed in the 1970s and has reached the end of its service life.

The fuel farm generates around \$50,000 to \$60,000 of the Airport’s revenue in the form of flow fees. A flow fee is assessed for every gallon of fuel sold at the Airport. It makes up over 30% of the revenues generated from Airport user fees. Delaying the replacement of the underground tanks could lead to an extended system failure, which would impact commercial, business, and general aviation operations.

Ms. Salter stated four bids were received for the installation of an aboveground fueling system, with the lowest cost bid from PB Hoidale Co., Inc. of Garden City, Kansas, in the amount of \$592,973.16. She added that PB Hoidale Co., Inc. will provide installation of the fueling system, but there will be separate contracts for the additional work. She stated the concrete work will be done in house and will provide considerable savings.

Estimated project costs:

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|---|--------------------|
| Fueling System Installation | \$592,973.16 |
| Pavement/Containment/Rock/Dirt Work | \$90,000.00 |
| Electrical | \$25,000.00 |
| Miscellaneous (Permits, Fuel Testing, Etc.) | \$5,000.00 |
| Underground Tank Removal | <u>\$25,000.00</u> |
| Total | \$737,973.16 |

At the March 10, 2022 Commission meeting, Commissioners will be asked to authorize the City Manager to execute a contract with PB Hoidale Co., Inc., in the amount of \$592,973.16, with a total project authorization of \$737,973.16, for the installation of the aboveground fueling system to be funded from the Airport Improvement Fund.

2022 Sanitary Sewer Cleaning and Inspection – Award of Bid

Jeff Crispin, Director of Water Resources, stated the Department of Water Resources is continuing its annual program to clean sanitary sewer mains to ensure proper operation and maintenance of the collection system. The Department of Water Resources has an annual goal of using a professional contractor to clean 20+ miles of sanitary sewer lines. Problems that can be caused by the lack of sewer cleaning include sewer backups, manhole overflows, public exposure to raw sewage, and regulatory fines.

Staff received three proposals for the 2022 program and recommends accepting the low bid to perform light cleaning and video inspection of 118,177 linear feet (22 miles) of sanitary sewer at the price of \$107,162.62 from Pro-Pipe of Denver, Colorado, with a budget authority not to exceed \$140,000.00. The 2022 program continues the goal of cleaning sanitary sewer lines on a 5-year cycle. Pro-Pipe performed similar work for the City in 2016, 2018, and 2019, and staff was very pleased with their work.

At the March 10, 2022 Commission meeting, Commissioners will be asked to authorize the City Manager to enter into a contract with Pro-Pipe to perform light cleaning and video inspection of 118,177 linear feet of sanitary sewer at a price of \$107,162.62, with a budget authority not to exceed \$140,000.00, to be funded from the Repairs and Maintenance line item in the Water Reclamation and Reuse budget.

Other Items for Discussion

Commissioner Jacobs stated last year during the budget process she asked about the City Attorney section of the budget and what kind of contractual

arrangement the City had or lack thereof. She would like for us to get a contract in place for attorney services. She asked that the City Manager look at the possibility of getting Request for Qualifications (RFQ) and giving all eligible firms in the community an opportunity for the City's business, if the other Commissioners agree. She believes the last time the City Commission acted on this was 20 years ago and she feels it is time to look at it again.

It was the consensus of the Commission that the City Manager present them with a RFQ for attorney services for consideration.

Commissioner Musil stated USD 489 will be hosting a come and go on March 22, 2022, regarding the school bond initiative and he asked that citizens attend to get accurate information regarding the proposal.

Mayor Ruder reminded everyone to make sure they are registered and to get out and vote. He stated the school bond initiative is a very important topic and he wants everyone to be well informed. He also thanked the Ellis County Historical Society for the informative presentation and the progress they have made.

The work session was adjourned at 7:41 p.m.

Submitted by: _____

Brenda Kitchen – City Clerk