

7:00 p.m. Monday, February 10, 2020  
City Council Chamber, 620 Main St Kiowa, KS 67070

Mayor Bill Watson  
Council President R.L. Simpson  
Councilman B.J. Duvall  
Councilman Brian Hill  
Councilman Jason Thayer  
Councilman Tom Wells

1. CALL TO ORDER

Roll Call

Pledge of Allegiance

Approval of Agenda

2. APPROVAL OF PAST MINUTES

January 13, 2019

3. APPROVAL OF EXPENDITURES

A. Monthly Expenses

B. Cash & Budget Report

4. NEW BUSINESS

A. Special Presentations

1) Water Project

2) SCTelcom

B. Employee Policies

1) Consideration of amendment to Employee Policy book to include the following items: Bank Time, Personal Time Off, and Travel Allowances.

C. Street Maintenance

1) Consideration of request to purchase gravel for Front St.

D. Pool Maintenance

1) Consideration to award the 2020 pool maintenance to Joe Tucker Professional Painting & Sandblasting.

E. Use of Public Land

1) Consideration to construction on City property for concession renovation by South Barber Recreation.

**F. Sale of City Property**

- 1) Consideration to award listing of 1210 Main St to Spicer Auction & Real Estate.

**5. STAFF REPORTS**

**6. CITY ADMINISTRATOR REPORT**

- A. Building Project Update
- B. Electric Update
- C. Park Equipment
- D. Fluoride Announcement
- E. Gun Club
- F. Walking Trail

**7. MAYOR/COUNCIL REPORTS**

**8. PUBLIC COMMENT**

**9. EXECUTIVE SESSION**

- A. Discuss matters of job specifics related to non-elected personnel
- B. Discuss matters of job specifics related to non-elected personnel

**10. ADJOURN**

**KIOWA**  
**CITY COUNCIL MEETING MINUTES**  
**MONDAY, January 13, 2020**  
**7:00 P.M.**

Council President Simpson called the meeting to order at 7:06 pm in the absence of Mayor Watson.

Roll Call - councilman present:

Russ Molz, RL Simpson, Tom Wells, Brian Hill. Also, in attendance were  
City Administrator Rusty Varnado, City Attorney Brandon Ritcha, City Clerk Trish Brewer, Officer Travis Peterson, City Superintendent John Duvall

Council President Simpson opened with the Pledge of Allegiance followed by offering of prayer.

**Review and approval of Agenda:**

Councilman Hill motioned to accept agenda with changes as presented, changing the year to 2020 and moving the Oaths of Office to #2. Seconded by Councilman Wells. Motion passed (4-0)

**Issuance of Oaths of Office to newly elected officials (BJ Duvall, & Jason Thayer)**

BJ Duvall and Jason Thayer were sworn into Office by City Clerk. New Councilmembers take their sets.

**Approval of minutes:**

a) ***December 9<sup>th</sup> Regular Meeting:***

Councilman Wells motion to approve the December 9<sup>th</sup> Regular Meeting minutes. Seconded by Councilman Hill. Motion passed (4-0)

**Approval of Expenditures:**

a) **Monthly Expenses:**

Councilman Hill motioned to approve expenditures as presented.  
Seconded by Councilman Thayer. Motion passed (4-0)

b) **Cash & Budget Report**

**New Business:**

A. Special Presentations:

- 1) Water Project – Councilman Duvall motioned to approve BG Consultants to send specs to KDHE for approval pending provisions by staff. Seconded by Councilman Hill.  
Motion passed (4-0)

B. Annual Considerations

- 1) Appointment of Official Depositories (1<sup>st</sup> State Bank & Peoples Bank)  
Councilman Hill motioned to approve 1<sup>st</sup> State Bank & Peoples Bank as Official Depositories. Seconded by Councilman Wells. Motion passed (4-0).
- 2) Appointment of Official Newspaper (Gyp Hill Premiere)  
Councilman Hill motioned to approve Gyp Hill Premiere as Official Newspaper. Seconded by Councilman Wells. Motion passed (4-0).

- 3) GAAP Waiver (Resolution #19-293)  
Councilman Hill motioned to approve GAAP Waiver. Seconded by Councilman Wells.  
Motion passed (4-0)
  - 4) KRWA Voting Delegate (John Duvall)  
Councilman Hill motioned to approve John Duvall as KRWA voting delegate. Seconded by Councilman Wells. Motion passed (4-0).
  - 5) KMEA Board Member and Alternate (Rusty Varnado & Bill Watson)  
Councilman Hill motioned to approve Rusty Varnado & Bill Watson as KMEA Board member and alternate. Seconded by Councilman Wells. Motion passed (4-0).
- C. Renewal of Certificate of Deposit at People's Bank
- 1) Consideration to renew CD (\$50,000) and roll interest (\$4,329.56) into the General Fund.  
Councilman Hill motioned to approve to renew CD and put the \$432956, back into the general fund. Seconded by Councilman Thayer. Motion passed (4-0)
- D. Spraying Contract
- 1) Consideration to award Kiowa's 2020 spraying contract to Randy Robbins in the amount of \$4,800.00 covering 20 locations.  
Councilman Wells motioned to approve awarding Randy Robbins with the 2020 spraying contract. Seconded by Councilman Duvall. Motion passed (4-0)
- E. Playground Equipment:
- 1) Consideration to accept donation and purchase of new slide for Progress Park in the amount of \$7,463.00  
Councilman Hill motioned to approve donation. Seconded by Councilman Thayer.  
Motion passed (4-0)

**Staff Reports:**

- a) City Superintendent Report: John Duvall  
No questions
- b) City Clerk/Utility Clerk Report: Trish Brewer  
No questions,
- c) Police Report: Travis Peterson  
No questions
- d) City Attorney, Brandon Ritcha  
Will be presenting Do's and Don'ts for staff soon.
- e) City Administrator, Rusty Varnado:

**Building Project Update:**

City Administrator presented in detail good progress on building renovations. Two iron cut out city logos and park bench, to sit outside the main office have been ordered. New building needs a complete redo on the roof, City Administrator is requesting an additional \$20,000.00 in spending authority. Councilman Hill motioned to approve the additional \$20,000.00 spending authority to include the new roof. Seconded by Councilman Wells. Motion passed (4-0)

**Electric Update:**

Meet with KMEA taking a deep look into the electric situation finding that there are 75 poles that need to be replaced. Poles and material would be around \$33,000.00 completing in the next year to year and half. With the 14-4 conversion there is 170 4160 transformers that need replacing with an estimated cost of \$90,000.00. This conversion would cost the city approximately \$150,000.00.

The city is eating about half on the fuel surcharge. KMEA and Greg Wright recommendation was to change the 6% now being charged to the full 12%. Greg will draw up better numbers for a more accurate cost and present at the February meeting. There are 35 poles that need immediately. City Administrator is recommending \$10,000.00 to do 9 poles with the help of the City of Attica and Bill's Repair. Councilman Hill motioned to approve this recommendation.

Seconded by Councilman Duvall.

Motion passed (4-0)

**Council/Mayor Report:**

Hill- No

Duvall-No

Thayer-No

Wells-No

Simpson- No

**Public Comments:** None

**Executive Sessions:**

*7:49 pm Councilman Hill moved to go into Executive Session:*

Councilman Hill moved the City Council recess into executive session for the purpose of discussing matters of job specifics related to non-elected personnel. City Administrator invited.

K.S.A. 75-4319(b)(2). The open meeting will resume in the City Council chambers in up to 30 minutes.

Seconded by Councilman Thayer. Motion passed (4-0)

8:12 pm open session:

Action taken:

Councilman Hill motioned to accept the City Administrators recommendations for pay increases retro- active back to January 1, 2020.

Seconded by Councilman Simpson. Motion passed (5-0)

Councilman Duvall motioned to adjourn. Seconded by Councilman Thayer.

Motion passed (5-0).

Closing prayer Councilman Simpson, meeting adjourned 9:20 pm

PAID

# BR Bank Register Report

City of Kiowa (KIOWAK)

2/5/2020 4:02:47PM

Page 1

Bank Code:	MAINCK	Main Checking - Alva State Bank	Current Balance:				(\$167,223.22)
Document Number	Date	Payee Name / Description	Type	Status	Source	Amount	
32754 ✓	01/02/2020	Wells Paint Service	CHK	O/S	AP	\$4,250.00	
32755 ✓	01/02/2020	Rex Zimmerman	CHK	O/S	AP	\$50.00	
32765 ✓	01/06/2020	US Postal Service	CHK	O/S	AP	\$150.00	
32766 ✓	01/06/2020	The Peoples Bank	CHK	O/S	AP	\$4,100.63	
32767 ✓	01/06/2020	Citizens Bank Of Kansas	CHK	O/S	AP	\$4,311.45	
32768 ✓	01/06/2020	Sonic Equipment	CHK	O/S	AP	\$55.00	
32769 ✓	01/06/2020	NFPA	CHK	O/S	AP	\$1,345.50	
32770 ✓	01/06/2020	KACM	CHK	O/S	AP	\$50.00	
32771 ✓	01/06/2020	CCMFOA Kansas	CHK	O/S	AP	\$50.00	
32790 ✓	01/07/2020	Compliance One	CHK	O/S	AP	\$22.00	
32791 ✓	01/06/2020	Gordon & Anderson Seamless Guttering LI	CHK	O/S	AP	\$427.50	
32792 ✓	01/08/2020	Shon Webster	CHK	O/S	AP	\$288.26	
32804 ✓	01/21/2020	City Of Attica	CHK	O/S	AP	\$750.00	
32811 ✓	01/28/2020	Wells Paint Service	CHK	O/S	AP	\$2,125.00	
32812 ✓	01/28/2020	Kevin Jones	CHK	O/S	AP	\$983.56	
32828 ✓	01/30/2020	PR Blue Cross Blue Shield Of Kansas	CHK	O/S	AP	\$18,348.96	
32829 void	01/29/2020	Advantage Investigation Systems	CHK	VOID	AP	\$780.00	
32830 void	01/29/2020	Advantage Investigation Systems	CHK	VOID	AP	\$250.00	
32831 ✓	01/29/2020	Alfalpa Electric Coop	CHK	O/S	AP	\$854.00	
32832 ✓	01/29/2020	BG Consultants	CHK	O/S	AP	\$39,636.00	
32833 ✓	01/29/2020	Citizens Bank Of Kansas	CHK	O/S	AP	\$4,311.45	
32834 ✓	01/29/2020	City Attorneys Association Of Kansas	CHK	O/S	AP	\$35.00	
32835 ✓	01/29/2020	City Code Financial, LLC	CHK	O/S	AP	\$750.00	
32836 ✓	01/29/2020	Home Professionals	CHK	O/S	AP	\$7,094.10	
32837 ✓	01/29/2020	Home Professionals	CHK	O/S	AP	\$15,950.00	
32838 ✓	01/29/2020	KDHE Bureau Of Water	CHK	O/S	AP	\$4,759.43	
32839 ✓	01/29/2020	Kansas Municipal Judges Association	CHK	O/S	AP	\$25.00	
32840 ✓	01/29/2020	ROGER ROBISON	CHK	O/S	AP	\$231.18	
32841 ✓	01/29/2020	Rural Waste Solutions	CHK	O/S	AP	\$374.45	
32842 ✓	01/29/2020	Security 1st Title, LLC	CHK	O/S	AP	\$1,724.00	
32843 ✓	01/29/2020	Southern Pioneer	CHK	O/S	AP	\$43.36	
32844 ✓	01/29/2020	SPI	CHK	O/S	AP	\$270.00	
32845 ✓	01/29/2020	SPI	CHK	O/S	AP	\$3,391.26	
32846 ✓	01/29/2020	Solomon Corp	CHK	O/S	AP	\$730.69	
32847 ✓	01/29/2020	Symbolarts, LLC	CHK	O/S	AP	\$992.25	
32848 ✓	01/29/2020	Time Clock Plus	CHK	O/S	AP	\$709.00	
32849 ✓	01/29/2020	Wichita State University Continue Educ	CHK	O/S	AP	\$130.00	
32850 ✓	01/29/2020	Advantage Computer DbA Jayhawk	CHK	O/S	AP	\$780.00	
32851 ✓	01/29/2020	Advantage Computer DbA Jayhawk	CHK	O/S	AP	\$250.00	
32852 ✓	01/31/2020	Huber & Associates	CHK	O/S	AP	\$1,080.00	
32853 ✓	02/03/2020	Kansas Gas Service	CHK	O/S	AP	\$1,319.71	
32854 void	02/03/2020	Apex JK Co., LTD	CHK	VOID	AP	\$10,000.00	
32855 ✓	02/03/2020	City Of Kiowa	CHK	O/S	AP	\$1,355.17	
32856 ✓	02/03/2020	Wilson Construction	CHK	O/S	AP	\$2,800.00	
32857 ✓	02/03/2020	Verizon Wireless	CHK	O/S	AP	\$653.43	
32858 ✓	02/03/2020	SC Telcom	CHK	O/S	AP	\$1,125.45	
32859 ✓	02/04/2020	Apex JK Co., LTD	CHK	O/S	AP	\$10,000.00	

\$ 138,682.49

OK 32756-32764 (2019) 32772-32789 (2019) 32793-32803 (PR)  
 OK 32805-32810 (2019)  
 OK 32813-32827 (PR)

# Bills To Pay - Custom Report for Council - Sort by Vendor

City of Kiowa (KIOWAK)  
Batch: AAAAAI

AP Enter Bills Edit Report  
Page 1

2/6/2020 4:10:21 PM

Tr.#	Vendor	Invoice#	Check Date	Check#	Check Total
Line	GL Expense Acct	Description	Quantity	Cost	Line Extension
<b>23</b>	<b>AUSTIN GRAVES / Austin Graves</b>	<b>NOV-DEC-JAN</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$45.00 ✓</b>
1	100-400-7530	Fire Meeting (3)	1.0	\$30.00	\$30.00
2	100-400-8110	Attend Fire (1)	1.0	\$15.00	\$15.00
<b>9</b>	<b>BARBER COUNTY LANDFILL / Barber Co Landfill</b>	<b>JAN2020</b>	<b>02/04/2020</b>	<b>Ck#</b>	<b>\$3,118.00 ✓</b>
1	507-320-7570	14 Trips	1.0	\$3,118.00	\$3,118.00
<b>22</b>	<b>BILL DUVALL / Bill Duvall</b>	<b>NOV-DEC-JAN</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$50.00 ✓</b>
1	100-400-7530	Fire Meeting (5)	1.0	\$50.00	\$50.00
<b>12</b>	<b>BILL'S REPAIR / Bill's Repair</b>	<b>4835,4803,4817</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$9,257.02 ✓</b>
1	150-231-9550	City Renovation Balance	1.0	\$8,595.07	\$8,595.07
2	502-220-7600	Backhoe (5hr) leak/Main	1.0	\$540.00	\$540.00
3	205-025-8090	Furnance/Community Bldg	1.0	\$121.95	\$121.95
<b>24</b>	<b>BJ DUVALL / BJ Duvall</b>	<b>NOV-DEC-JAN</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$25.00 ✓</b>
1	100-400-7530	Fire Meeting (1)	1.0	\$10.00	\$10.00
2	100-400-8110	Attend Fire (1)	1.0	\$15.00	\$15.00
<b>20</b>	<b>CASEY WILLIAMS / Casey Williams</b>	<b>NOV-DEC-JAN</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$10.00 ✓</b>
1	100-400-7530	Fire Meeting (1)	1.0	\$10.00	\$10.00
<b>13</b>	<b>COMPLIANCE ONE / Compliance One</b>	<b>264711</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$22.00 ✓</b>
1	220-000-7600	Jan 2020 monthly (4) person	1.0	\$22.00	\$22.00
<b>1</b>	<b>CORE &amp; MAIN / Core &amp; Main LP</b>	<b>PARTS</b>	<b>02/03/2020</b>	<b>Ck#</b>	<b>\$836.69 ✓</b>
1	502-220-8180	Inv L804821 4x12-1/2 REP CLP	1.0	\$128.69	\$128.69
2	502-220-8180	Inv L758014 3/4 CPLG MIPXQJCTS	6.0	\$19.12	\$114.72
3	502-220-8180	Inv L758014 3/4 CPLG PVC	4.0	\$31.49	\$125.96
4	502-220-8180	Inv L758014 3/4 Ball Curb	4.0	\$78.85	\$315.40
5	502-220-8180	Inv L758014 3/4 CPLG MIPXPJ	6.0	\$25.32	\$151.92
<b>2</b>	<b>GALL'S / Gall's LLC</b>	<b>ACCT# 3870099</b>	<b>02/03/2020</b>	<b>Ck#</b>	<b>\$198.54 ✓</b>
1	100-200-8500	Inv 14726030 Hooded Sweatshirt	1.0	\$56.85	\$56.85
2	100-200-8500	Inv 14814051 Custom Badge	1.0	\$141.69	\$141.69
<b>26</b>	<b>GREG SIMPSON / Greg Simpson</b>	<b>NOV-DEC-JAN</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$10.00 ✓</b>
1	100-400-7530	Fire Meeting (1)	1.0	\$10.00	\$10.00
<b>3</b>	<b>HAWKINS / Hawkins, Inc</b>	<b>4654211</b>	<b>02/03/2020</b>	<b>Ck#</b>	<b>\$1,099.69 ✓</b>
1	502-220-8050	Chemicals	1.0	\$549.84	\$549.84
2	100-600-8050	Chemicals	1.0	\$549.85	\$549.85
<b>14</b>	<b>HOMETOWN MARKET / Hometown Market</b>	<b>JAN 2020</b>	<b>02/06/2020</b>	<b>Ck#</b>	<b>\$23.05 ✓</b>
1	100-100-8110	Cleaning Supplies/Pop	1.0	\$23.05	\$23.05
<b>4</b>	<b>INSURANCE PROFESSIONAL / Insurance Professional A 20-1917</b>		<b>02/03/2020</b>	<b>Ck#</b>	<b>\$100.00 ✓</b>
1	100-100-7520	Theft/Forgery Policy	1.0	\$100.00	\$100.00

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AP Enter Bills Edit Report  
Page 2

2/6/2020 4:10:21 PM

Tr.#	Vendor	Invoice#	Check Date	Check#	Check Total
Line	GL Expense Acct	Description	Quantity	Cost	Line Extension
29	JARRED INMAN / Jarred Inman	NOV-DEC-JAN	02/06/2020	Ck#	\$50.00 ✓
1	100-400-7530	Fire Meeting (5)	1.0	\$50.00	\$50.00
25	JEFFERY BAGNELL / Jeffery Bagnell	NOV-DEC-JAN	02/06/2020	Ck#	\$40.00 ✓
1	100-400-7530	Fire Meeting (4)	1.0	\$40.00	\$40.00
28	JOEY BRATTIN / Joey Brattin	NOV-DEC-JAN	02/06/2020	Ck#	\$50.00 ✓
1	100-400-7530	Fire Meeting (5)	1.0	\$50.00	\$50.00
31	JOHN DUVAL / John Duvall	NOV-DEC-JAN	02/06/2020	Ck#	\$25.00 ✓
1	100-400-7530	Fire Meeting (1)	1.0	\$10.00	\$10.00
2	100-400-8110	Attend Fire (1)	1.0	\$15.00	\$15.00
27	JOHN SCHUPBACH / John Schupbach	NOV-DEC-JAN	02/06/2020	Ck#	\$30.00 ✓
1	100-400-7530	Fire Meeting (3)	1.0	\$30.00	\$30.00
10	KIOWA AUTO PARTS / KiowNAPA	JAN2020	02/04/2020	Ck#	\$379.05 ✓
1	220-000-8160	Street-Vehicle Supplies	1.0	\$217.29	\$217.29
2	220-000-8150	Street-Oil	1.0	\$21.35	\$21.35
3	220-000-8180	Street- Equip/Supp/Parts	1.0	\$95.95	\$95.95
4	220-000-8110	Stret-Other ice melt	1.0	\$11.98	\$11.98
5	501-120-8160	Elec-Veh Supplies	1.0	\$32.48	\$32.48
5	KS ONE-CALL / Kansas One Call	10316	02/03/2020	Ck#	\$12.00 ✓
1	501-120-7600	Elec (5) Locates	1.0	\$6.00	\$6.00
2	502-220-7600	Water (5) Locates	1.0	\$6.00	\$6.00
15	MATTHEW RICKE ATTY AT LAW / Matthew Ricke Atty At	16731	02/06/2020	Ck#	\$450.00 ✓
1	100-105-7650	Travel to Council Meeting	1.0	\$300.00	\$300.00
2	100-105-7777	Attend Council Meeting	1.0	\$150.00	\$150.00
6	MEAD LUMBER CO, INC / Mead Lumber Co., Inc	4230999	02/03/2020	Ck#	\$60.00 ✓
1	502-220-8180	Compactor plate	1.0	\$60.00	\$60.00
16	OK CO-OP / OK Co-op	JAN2020	02/06/2020	Ck#	\$1,453.14 ✓
1	507-320-8150	Trash-Recycle	1.0	\$383.00	\$383.00
2	220-000-8150	Street	1.0	\$459.43	\$459.43
3	501-120-8150	Electric	1.0	\$464.62	\$464.62
4	502-220-8150	Water	1.0	\$146.09	\$146.09
32	RENO TALBOTT / Reno Talbott	NOV-DEC-JAN	02/06/2020	Ck#	\$40.00 ✓
1	100-400-7530	Fire Meeting (4)	1.0	\$40.00	\$40.00
30	ROGER ROBISON / ROGER ROBISON	NOV-DEC-JAN	02/06/2020	Ck#	\$65.00 ✓
1	100-400-7530	Fire Meeting (5)	1.0	\$50.00	\$50.00
2	100-400-8110	Attend Fire (1)	1.0	\$15.00	\$15.00



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AP Enter Bills Edit Report  
Page 3

2/6/2020 4:10:21 PM

Tr.#	Vendor	Invoice#	Check Date	Check#	Check Total
Line	GL Expense Acct	Description	Quantity	Cost	Line Extension
17	SHON WEBSTER / Shon Webster	JAN2020	02/06/2020	Ck#	\$376.42 ✓
1	707-707-7145	Deductible Reimb Jan	1.0	\$376.42	\$376.42
18	SIMPSON'S / Simpson's	JAN2020	02/06/2020	Ck#	\$256.45 ✓
1	502-220-8090	100# pressure gauge	1.0	\$28.36	\$28.36
2	502-220-8180	Hoses/Clamps	1.0	\$22.44	\$22.44
3	220-000-8010	Street signs/handicap	1.0	\$40.89	\$40.89
4	220-000-8180	Nuts,Bolts,Washer,Paint	1.0	\$97.05	\$97.05
5	501-120-8180	Recip Blade/Flat Blk	1.0	\$20.65	\$20.65
6	501-120-8150	Oil Chainsaw	1.0	\$4.47	\$4.47
7	507-320-8090	Recyce Ligh Bulb	1.0	\$4.38	\$4.38
8	100-500-8090	Park LED bulbs	1.0	\$8.99	\$8.99
9	100-100-8110	Pic hangers/batteries/key	1.0	\$29.22	\$29.22
19	SOLOMON CORP / Solomon Corp	331261	02/06/2020	Ck#	\$1,309.83 ✓
1	501-120-8210	(2) 15KVA, 1 Phase	1.0	\$880.00	\$880.00
2	501-120-8210	(1) 10KVA, 1 Phase	1.0	\$330.00	\$330.00
3	501-120-8210	tax	1.0	\$99.83	\$99.83
11	STARR LUMBER / Starr Lumber	MULTIPLE	02/04/2020	Ck#	\$514.70 ✓
1	502-220-8090	Pump House Roof Repair	1.0	\$266.70	\$266.70
2	205-025-8090	Comm Bldg Ceiling/Floor	1.0	\$248.00	\$248.00
7	TECHLINE / Techline, Inc	MULTIPLE	02/03/2020	Ck#	\$5,660.59 ✓
1	501-120-8212	610368300-Poles	8.0	\$456.81	\$3,654.48
2	501-120-8212	tax	1.0	\$328.90	\$328.90
3	501-120-8180	610356602-Sling, Auger	1.0	\$34.00	\$34.00
4	501-120-8180	tax	1.0	\$3.06	\$3.06
5	501-120-8214	610368400-Stock	1.0	\$1,258.73	\$1,258.73
6	501-120-8213	610368400-Wire	1.0	\$246.00	\$246.00
7	501-120-8214	tax	1.0	\$135.42	\$135.42
33	TY STRICKER / Ty Stricker	NOV-DEC-JAN	02/06/2020	Ck#	\$20.00 ✓
1	100-400-7530	Fire Meeting (2)	1.0	\$20.00	\$20.00
8	VISA / Visa	JAN 2020 - #4606	02/03/2020	Ck#	\$2,625.12 ✓
1	150-231-9550	laptop (2), monitor, tv for counsel	1.0	\$1,125.33	\$1,125.33
2	100-100-8110	amazon prime fees	1.0	\$25.98	\$25.98
3	100-100-8000	paper case (2), post its	1.0	\$83.97	\$83.97
4	100-100-7530	CCMFOA Conf sign up	1.0	\$325.00	\$325.00
5	100-100-7590	website, email,security	1.0	\$1,054.84	\$1,054.84
6	100-200-8110	KPD amazon fee	1.0	\$10.00	\$10.00
21	WILLEM MOSTERT / Willem Mostert	NOV-DEC-JAN	02/06/2020	Ck#	\$55.00 ✓
1	100-400-7530	Fire Meeting (4)	1.0	\$40.00	\$40.00
2	100-400-8110	Attend Fire (1)	1.0	\$15.00	\$15.00

Grand Totals

Total Direct Expense:

\$28,267.29

## Superintendent Report

**1-1-2020** John daily water sample

**1-2-2020** Shon and Lance trash; Gary streets; Ronnie recycle, trash; Bob daily water checks, move parts from brick building, John off

**1-3-2020** Shon and Lance trash; Gary sweep; Ronnie recycle; Bob and John check Sharon wells, daily water checks, organize parts; Ronnie gone at 11

**1-4-2020** John daily sample; Lance Bob and John water leak at 8<sup>th</sup> and main

**1-5-2020** John daily sample

**1-6-2020** Shon and Ronnie trash; Gary, Bob, Lance and John work on main street, Gary take down Christmas lights; Bob and John daily water checks

**1-7-2020** Gary pack dirt on main street, Lance recycle, pack dirt on main street; Bob daily water checks, pack dirt on main street; John office, change street light poles; Shon gone ; Ronnie gone at 10

**1-8-2020** Shon and Ronnie trash; Gary and Lance finish packing hole on main street; Gary take packer back to Pratt; Lance grounds maintenance; Bob and John check Sharon wells, state sample, daily water checks

**1-9-2020** Shon shop work; Ronnie grade alleys; Gary handicap parking lanes; Lance street repairs; Bob daily water checks, reconnect water, organize water pickup and parts; John shop, look over water project plans, turn power back on; Kevin gone

**1-10-2020** Shon and Ronnie trash; Gary sweep; Lance recycle, trash; Bob check Sharon wells, shop work, daily water checks; John finish looking over water project maps, water read out at Kiowa news office, price supplies for power pole change outs

**1-11-2020** John daily water sample

**1-12-2020** John daily water sample

**1-13-2020** Shon and Lance trash; Gary burn site, alley work, paint handicap parking; Ronnie recycle, work on park equipment; Bob daily water checks, clean parts; John tables and chairs to office, locate, electric department; John called out for electrical problems at 7<sup>th</sup> and Holmes

**1-14-2020** Gary grade roads; Ronnie trash truck to dump, park equipment; Lance trash truck to dump, grounds maintenance; Bob and John daily water checks, return tables and chairs; Shon gone

**1-15-2020** Shon and Lance trash; Gary street repairs; Ronnie recycle, work on park equipment; Bob daily water checks, grounds maintenance; Kevin and John get poles from Techline, change transformer by south elevator

**1-16-2020** Shon shop work; Gary organize street signs; Lance and Ronnie recycle, grounds maintenance; Bob daily water checks, shop work; John and Kevin take pole trailer back to Attica, look at pole trailer to buy

**1-17-2020** Shon and Lance trash; Gary ice removal, street work; Bob and John check Sharon wells, daily water checks, check power lines; Ronnie gone

**1-18-2020** John daily water sample

**1-19-2020** John daily water sample

**1-20-2020** Shon and Ronnie trash; Gary street sign repair, tree removal at bank park; Lance recycle, grounds maintenance; Bob daily water checks, grounds maintenance; John office, grounds maintenance, electric department

**1-21-2020** Shon, Lance, Ronnie, Bob and John clean at old police department with Travis; Gary burn site, cut trees at bank park; Bob and John daily water checks

**1-22-2020** Shon and Ronnie trash, Lance recycle, clean storm drains; Bob and John daily water checks, shop work; Gary gone

**1-23-2020** Shon shop work, Lance recycle, grounds maintenance; Ronnie grounds maintenance; Gary street repairs, trees; Bob daily water checks, shop work; Kevin and John Attica to get new pole trailer

**1-24-2020** Shon and Ronnie trash; Gary sweep; Lance recycle, grounds maintenance; Bob and John check Sharon wells, daily water checks, shop work

**1-25-2020** John daily water sample

**1-26-2020** John daily water sample

**1-27-2020** Shon and Lance trash; Bob daily water checks, meter book; Ronnie meter book; Gary burn site, loader maintenance, meter book; John meter book, work on pole trailer

**1-28-2020** Shon shop work; Gary burn site; Lance grounds maintenance; Ronnie recycle; Bob and John daily water checks, shop work; Ronnie gone at 10

**1-29-2020** Shon and Lance trash; Ronnie recycle, building maintenance; Gary burn site, streets; Bob and John daily water checks, check well 1, grounds maintenance

**1-30-2020** Shon and Lance meter book; Gary burn site, street signs; Ronnie recycle, shop work; Bob and John daily water checks, equipment maintenance

**1-31-2020** Shon and Lance trash; Gary sweep, burn site; John check Sharon wells, daily water checks, wash pickups, meet with guy to look at pool; Bob read rural meters, wash pickup; Ronnie gone ; Bob gone am

## Electrical Report

Drove lines out, got count on poles that need changed on main line and in the city, got count on all the 4160 volt transformers, disconnect 1015 Rumsey, check power at Chieftain apartment number 8, reconnect 1015 Rumsey, replace guy guard behind church north of main, meter rereads, changed street light pole 6<sup>th</sup> and Hopkins, changed street light pole out at 9<sup>th</sup> and Rumsey, put lock out tag on Chieftain apartment number 8 Per Rusty, meter rereads, checked meter at Frank Longs house, met with Trish about class in February, turned 4 meters on at Chieftain apartments, replaced auger strap on digger truck, got quote for material cost to change out C1 pole for Rusty, met with KMEA guys about generator testing, ordered material for 9 poles, ordered and picked up 8 poles from Techline, replaced bad transformer at south elevator that powers the railroad, called Soloman placed an order for 2 15 KVA 14-4 transformer and 1 10 KVA 14-4 transformer, setup inspection with Attica to purchase pole trailer for \$750, checked power at 321 north 11<sup>th</sup>, located and marked 9 poles on the main line for change out, drove main lines out to Burlington sub, ran generators, disconnect power at 503 south 5<sup>th</sup>, delivered check to Attica for purchase of pole trailer, met with environmental guy Matt Miles about compliance and transformer records and containment of old transformers along with compliance of fence around transformers, generators for safety and vandalism, picked up pole trailer, worked on the trailer lights, cleaned to paint, meter book, took meter can to 429 Campbell for upgrade, sent gloves off for 6 month test, drove all lines out, called out at 2 am February 3 for power outage

**City of Kiowa**  
**Street Maintenance Report**  
**February 10, 2019**

- Jan 9 Paint handicap parking and install sign (618 Main)
- Jan. 10 Sweep (Friday route & east/west streets south Kiowa), equipment maintenance (sweeper)
- Jan. 13 Burn site maintenance, ally approach repairs (100 block south 9<sup>th</sup>), paint handicap parking (post office), clear & reset grade school traffic light
- Jan. 14 Grade roads (Dickinson, Robinson, Holmes, Hardtner, Commercial, Railroad Ave., sewer lagoon road, & below hill, equipment maintenance (Stihl concrete saw)
- Jan. 15 Approach maintenance, paint handicap parking (post office)
- Jan. 16 Clean storm drains, equipment maintenance (Stihl blower & chainsaws), street sign hardware (organize and place in container), animal control (remove squirrel from 7<sup>th</sup> Street), Pratt Glass (community building)
- Jan 17 Check streets for icing, spread ice melt on city properties, prepare Handicap parking and OM3 markers for installation, park maintenance (lights), install street sign (7<sup>th</sup> & Main)
- Jan. 20 Inventory street signs for replacement, remove trees in Centennial Park (tree board request), deliver ceiling and floor tile to community building for repairs
- Jan. 21 Burn site maintenance, remove trees in Centennial Park (tree board), equipment maintenance (chainsaws & bucket truck)
- Jan. 22 8 hr. vac.
- Jan. 23 Clean storm drains, remove trees Centennial Park (Tree Board), equipment maintenance (chainsaws & bucket truck)
- Jan. 24 Sweep (Fridays route & north/south streets all Kiowa), equipment maintenance (sweeper), yard maintenance (drag parking)
- Jan. 27 Burn site maintenance, read meters, equipment maintenance (loader)
- Jan. 28 Clean storm drains, spread salt on city properties, light burn site, street signs (quotes/order)
- Jan. 29 Burn site maintenance, read meters
- Jan. 30 Burn site maintenance, grade (Robinson, Dickinson, Hardtner, & Railroad Ave.)
- Jan. 31 Sweep (Friday route), burn site maintenance, equipment maintenance (sweeper/loader)
- Feb. 3 Burn site maintenance, grade (Valley, Front, & Meadow View)
- Feb. 4 Equipment maintenance (Chainsaws), street sign repairs (14<sup>th</sup> & Drumm), park & community building maintenance (lights), box blade (Valley, Front, & Meadow View)
- Feb. 5 Park maintenance/repair (trash receptacles), handicap sign (mount on base)

# Kiowa Police Department

January 2020

## Call Log Summary

Traffic Stops- 4

Checked Open Door – 1

VIN Inspections – 10

Verbal Domestic- 1

Civil Standby- 1

RR Crossing Arm- 1

Commercial Alarm- 1

Backed Sheriff's Office-1

Welfare Check- 3

Motor Vehicle Accident- 1

EMS assist- 2

Animal Complaint- 2

Stocking Complaint- 1

Accidental 911- 1

Funeral Escort- 1

I have spent much of my time this month in the office allowing workers in and out of my office. Also went to the old Police Department office and cleaned it up with help from other city employees.

	BUDGET	PTD	%	REMAINING	PROJECTED	DIFFERENCE
AUTOMATION	10,000.00	11,026.15	110	-1,026.15	15,000.00	5,000.00
ELECTRICAL	15,000.00	21,487.68	143	-6,487.68	25,000.00	10,000.00
FURNITURE	25,000.00	0.00	0	25,000.00	25,000.00	0.00
DEMOLITION	8,930.00	0.00	0	8,930.00	0.00	-8,930.00
PAINTING	19,985.00	6,375.00	32	13,610.00	8,500.00	-11,735.00
HVAC	5,000.00	0.00	0	5,000.00	5,000.00	0.00
COSMETICS	10,000.00	0.00	0	10,000.00	2,000.00	-8,000.00
ROOF	30,000.00	41,428.00	138	-11,428.00	75,000.00	45,000.00
FLOORING	14,000.00	0.00	0	14,000.00	15,000.00	1,000.00
AV	8,000.00	585.98	7	7,414.02	2,500.00	-6,000.00
CONSTRUCTION	95,222.00	33,314.51	35	61,907.49	87,000.00	-7,222.00
MISC	8,863.00	0.00	0	8,863.00	10,000.00	0.00
	250,000.00	114,217.32	46	135,782.68	270,000.00	19,113.00