

REGULAR SESSION

The Governing Body met in Regular Session in the City Council Chambers. Mayor Cody Schmidt called the meeting to order at 6:30 p.m. with the following presents: Councilmembers Rickee Maddox, Alan Moeder, Cory Urban, Kevyn Soupiset, Jolene Biggs, Davis Jimenez, Lindsey Krom-Craven, and Natalie Towns. Also in attendance were City Administrator Brandon Anderson, Assistant City Administrator Logan Burns, City Attorney Allen Glendenning, and City Clerk Shawna Schafer.

OPENING: PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

- a) **Minutes:** Minutes of the Special Session held on August 7, 2023.
- b) **Claim's Warrant Register 8-21-23:** Covering 2023 bills to date in the amount of \$1,402,228.62.
- c) **Payroll Register P/R 8-11-23:** Covering payroll ending August 5, 2023, in the amount of \$431,136.23.
- d) **Appointments:** Mayor Schmidt made no appointments.
- e) **Change of Date for the Next Regular Council Meeting:** The next regular council meeting falls on Labor Day which is a Holiday observed by the City. It is recommended that the meeting be held on Tuesday, September 5, 2023, at 6:30 p.m.
- f) **Door-to-Door Licenses and Temporary Cereal Malt Beverage (CMB) Licenses:** Attached is a listing of the Door-to-Door and Temporary CMB Licenses. All requirements of the ordinances have been met and approval is recommended.
- g) **Agenda:** Approval of agenda as submitted or amended.

Mr. Urban made a motion to approve the consent agenda. Ms. Biggs seconded the motion and passed with all voting in favor.

B. OLD BUSINESS: There was no old business.

C. RECOGNITION OF VISITORS AND ANNOUNCEMENTS: There were no visitors or announcements.

D. NEW BUSINESS

1. **Councilmember Ward 4 Appointment and Oath of Office:** Mayor Schmidt and committee recommended Rickee Maddox for appointment for Councilmember Ward 4. Mr. Urban made a motion to approve Rickee Maddox for 4th Ward Councilmember with

the term ending January 2025. Mr. Soupiset seconded the motion and passed with all voting in favor. City Clerk/Finance Director Shawna Schafer administered the oath of office to Rickee Maddox.

2. **Councilmember Reports:** There were no council reports.
3. **Administrators Update:** City Administrator Brandon Anderson presented an update on what is happening within the City organization. A few councilmembers recommended the City Attorney to draft an ordinance for extending alcohol sales on Sundays to mirror the State laws to be voted on at the next council meeting.
4. **Rezoning Request – Mark Bittle 18 3rd Street:** Assistant City Administrator Logan Burns reported that Mark Bittle is the owner of the property located at 18 3rd Street. He is currently looking to move in a modular home at the property. Bittle requested rezoning from C-2 (General Commercial) to R-4 (Manufactured Homes) to be able to move in a home on the property. This lot has previously been vacant and sits next to R-4 zoning. Councilmember Towns would like to see all the properties in this area to be changed to R-4, however, City Attorney Allen Glendenning told her the council would need to initiate the request by recommending the Planning Commission to look at this. Ms. Biggs made a motion to adopt the findings of fact as prepared by City staff and recommended for approval by the Planning Commission. The motion was seconded by Mr. Soupiset and passed with all voting in favor. Mr. Moeder then made a motion to adopt Ordinance No 4415 to rezone the subject real estate from C-2 to R-4. The motion was seconded by Mr. Soupiset and passed with all voting in favor.
5. **Public Hearing for Unsafe & Dangerous Structure – 301 Chestnut:** Assistant City Administrator Logan Burns reported that an investigation was conducted among several entities on June 26, 2023 at 301 Chestnut. During the investigation, the Health Department noted rubbish/trash, feces and large number of roaches throughout the inside of the property along with several dogs and cats that were taken from the property by the Barton County Humane Society. The conclusion of the BCHD was that the condition of the residence was found to be a threat to the health of the public and may be injurious to the health of any inhabitation. The building inspector noted in his letter multiple violations of the Uniform Housing Code that include lack of bathroom facilities, lack of kitchen sink, lack of hot and cold running water to plumbing fixtures and infestation of insects. Both letters are attached for your reference. The purpose of the public hearing is for the property owner to repair or remove the structure as instructed in Resolution 082123-A. Mayor Schmidt opened the public hearing. After much discussion, the property owner must report back to Mr. Burns about where he is at on the cleanup by September 8th. Mr. Burns recommended that a certified bug exterminator should certify that the property is free from bugs. Ms. Biggs made a motion to close the public hearing. The motion was seconded by Mr. Soupiset and passed with all voting in favor. Ms. Biggs then made a motion to approve Resolution 082123-A. The motion was seconded by Mr. Moeder and passed with all voting in favor.
6. **Closure of City Parking Lot for Vendor Shopping Event:** Amber McMurray, from Dighton, KS, reported that she has had many successful events in Garden City where small business vendors set up and sell their merchandise. She has an interest in hosting an identical event in Great Bend in partnership with Dry Lake Brewing in the parking lot behind Dry Lake Brewing. She would like to host a Brews & Browse Event

all day on October 21, 2023, which would need council permission to close the parking lot for the event. This event does not allow alcohol to be consumed in the parking lot; all the alcohol will stay in Dry Lake Brewing, but she will have handmade craft vendors and a few food vendors that all will bring sales tax to Great Bend. Mr. Soupiset made a motion to close the parking lot behind Dry Lake Brewing all day on October 21, 2023. The motion was seconded by Ms. Krom-Craven and passed with all voting in favor.

7. **2023 Employee Handbook Revision:** Human Resource Director Randy Keasling reported that we are requesting approval of the revised Employee Handbook to become effective October 2, 2023. We will be sending out an electronic copy by email and will also hand out a hard copy at open enrollment and have the employee sign an acknowledgement of receipt of the new handbook. No major changes were done to the handbook since the last revision. Mr. Moeder made a motion to approve the 2023 revised handbook to become effective October 2, 2023. The motion was seconded by Mr. Urban and passed with all voting in favor.

ADJOURNMENT

Mr. Urban made a motion that the meeting be adjourned. Ms. Biggs seconded the motion and passed with all voting in favor. The meeting was adjourned at 7:13 p.m.