

## MINUTES

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The meeting was called to order with Roll Call by Mayor Rick Walker. Due to the COVID-19 Restrictions some Governing Body members attended this meeting through on-line services.

Roll Call:	Lane	Present on-line	Ritter	Present
	Daniels	Present	Murdock	Present
	Honomichl	Present		

Mayor Walker led the Pledge of Allegiance.

Consent Agenda Items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.

1. Consent Agenda:
  - a. Approve Minutes of the Council Meeting on March 5, 2020.
  - b. Approve Pay Ordinance No. 874.
  - c. Approve Bobcat Lease for Street Department.

Motion by Council member Daniels to approve the Consent Agenda; second by Murdock.

Roll Call:	Lane	Yes	Ritter	Yes
	Daniels	Yes	Murdock	Yes
	Honomichl	Yes		

Motion carried.

NOTE: Council member Ritter recused himself from the meeting at this time.

- 1.b Approve Pay Ordinance No. 874-a.

Motion by Council member Murdock to approve Pay Ordinance No. 874-a; second by Daniels.

Roll Call:	Lane	Yes	Ritter	Recused
	Daniels	Yes	Murdock	Yes
	Honomichl	Yes		

Motion carried.

NOTE: Council member Ritter returned to the meeting.

2. Call to Public:

NOTE: Due to the current COVID-19 restrictions, this meeting is closed to the public and available on-line. Public comments were requested to be made known to the City Clerk. No public requests were received.

3. Old Business: None

4. New Business:
  - a. Discuss Results of Health Insurance Market Evaluation. Administrator Brungardt provided

background rate information to the Council, along with the market analysis provided by CBIZ. Four companies were asked to provide quotes, including Humana, Blue KC, UHC, and Aetna. Only Humana offered quotes that are competitive with our current coverage and premiums with Cigna through MPR. Based on the results, Administrator Brungardt concluded it would not be beneficial to make a switch this year.

- b. Consider Special Use Permit for Bed & Breakfast at 8753 Waverly Road. Administrator Brungardt said the applicants are on-line through Go to Meeting. Administrator Brungardt commented on the report provided by Planning Director Weisenburger. The Planning Commission reviewed the General Zoning Requirements during the public hearing held on February 25<sup>th</sup> 2020. Only positive feedback was given at the public hearing. All the criteria were deemed 'positive' when considered by the Planning Commission. Staff and Planning Commission recommended approval of the Special Use Permit.

Council member Daniels said he has no problem in supporting this; his property line abuts the applicants' property line.

The applicants' stated they are now wondering how much business they might get in the next several months.

Mayor Walker said this will be a good business for the City of De Soto.

Motion by Council member Daniels to approve Ordinance No. 2488 Providing a Special Use Permit to the Property at 8753 Waverly Road to operate a bed and breakfast within the City of De Soto; second by Murdock.

Roll Call:	Lane	Yes	Ritter	Yes
	Daniels	Yes	Murdock	Yes
	Honomichl	Yes	Mayor	Yes

Motion carried.

- c. Consider Bids for Equipment Shelters at Public Works Facility. Administrator Brungardt commented on the report provided by Steve Chick, Sr., City Building Official. Sealed bids were received from three (3) building contractors. He stated there is \$270,000 allocated to the Street Department in this year's CIP funds. He spoke about the lights and the drainage system needs inside the shop area. Administrator Brungardt commented on the bids.

Mayor Walker said the City has had good success in the past doing business with QSI.

Motion by Council member Murdock to award the Street Department Equipment Shed Bid to Quality Structures, Inc. in an amount not to exceed \$107,000.00; second by Lane.

Roll Call:	Lane	Yes	Ritter	Yes
	Daniels	Yes	Murdock	Yes
	Honomichl	Yes		

Motion carried.

- d. Consider Bid with SECT for Summer Concerts' Lights & Sound. Administrator Brungardt commented on the report provided Council by Whitney Lange & Justin Huslig. Quotes were solicited from two companies to provide lights and sound for the four June Summer Sunset concerts. Administrator Brungardt said with the current world situation the concert series may need to be canceled. However, he will review the contract language should the cancelation become necessary concerning the 50% deposit to be paid for the lights and

sound. He said the main concerts this year will begin later after the opening band. Discussion ensued. Council members discussed the uncertainty of the current timing, the 50% deposit that is required, and maybe postponing this decision until there is more stability.

After more discussion, Council decided to hold off for right now and not commit at this time.

- e. Consider Donation Request from the Kaw Valley Sportsman Association. Administrator Brungardt said this is the annual request. There is money budgeted in the City's Charitable Donations line. He provided the list of donations that are currently set aside for 2020.

Mayor Walker said maybe this is something the City, as the main underwriter for this annual event, may want to look at our Parks & Recreation assisting to co-program in future. Discussion on whether or not this event will happen or not this year. Council said the receipts are always turned in and reimbursement happens at that time.

Motion by Council member Murdock to approve the \$1,000 request from KVSA for the Kids 2020 Fishing Derby; second by Honomichl.

Roll Call:	Lane	Yes	Ritter	Yes
	Daniels	Yes	Murdock	Yes
	Honomichl	Yes		

Motion carried.

- f. COVID-19 Update. Administrator Brungardt said the state of affairs is continually changing daily. He shared with Council the temporary policies he issued last Thursday relating to staffing, pay during minimum staffing period, etc. He is encouraging some staff members to work from home. He said about one half of the cities in our region have closed city halls. He will make the declaration possibly next week on closing our City Hall and go to minimum staffing. There is currently one employee who has just returned from California and he has been told to self-isolate away from work for the next 14 days. Several employees are working from home currently. Administrator Brungardt has provided Staff with policies. He has been keeping apprised with Johnson County and health protocols.

Council member Honomichl asked about the reporting of anyone known in the City to have the virus. Administrator Brungardt stated that is information the City doesn't really know about. Discussion ensued about key personnel and contingency plans. Administrator Brungardt said much of this is covered in the Emergency Operations Plan the City has.

Mayor Walker asked what would happen if City Hall is closed. Administrator Brungardt said utility payments can be paid on-line and there is a drop box for payments outside of City Hall. Discussions that the Building Officials are working out the on-line requests for building permits and inspections. Many of the staff can work from home through computer connection to City Hall. A discussion ensued about the ramifications to the 2021 draft budget worksheets and how the revenue streams will affect the budget for next year.

Mayor Walker asked if there is any business relief stimulus being thought about at this time. He said as Council begins thinking about budgets this may be something to also think about for businesses. Administrator Brungardt said there are currently no water shut offs being done.

5. Executive Session: None.

6. Advisory Reports:

- a. City Administrator, Mike Brungardt, nothing further.

- b. City Attorney, Patrick Reavey, nothing further.
- c. City Planner, Brad Weisenburger, was not present.
- d. City Clerk, Lana McPherson, nothing further.

7. Council & Mayor Comments:

No further comments from Council members.

Mayor Walker shared a draft of an ordinance for funds appropriated in the budget to pay the charges against the line-item budgeted funds. A copy was provided to City Attorney Reavey. This may be something we will need to think about in future.

Attorney Reavey asked if we should plan for this similar meeting format for the next Council meeting. Discussion ensued that the 'Go to Meeting' will continue.

No further comments.

Motion by Council member Murdock to adjourn at 7:45 p.m.; second by Honomichl.

All Council approved by "ayes."

Motion carried.

Respectfully submitted:

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Lana R. McPherson, MMC, City Clerk