

This is a business meeting of the governing body for the City of Herington. There is no implied or expressed right for persons outside the governing body to speak or voice their opinion unless specifically recognized by the chair.

**Regular Meeting
April 6, 2021
5:30 p.m.**

1. Pledge of Allegiance
2. Call to Order
3. Consider Minutes of the Regular Meeting March 16, 2021
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek
4. Public Forum
5. Additional Agenda Items
6. Approval of Agenda
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek
7. Police Update
8. Fire Update
9. City Clerk Update
10. City Attorney Update
11. Resignation of Danielle Stevenson Herington Housing Authority Board
12. Removal of Janet Wade from Herington Housing Authority Board
13. Discuss and Action on Appointing Linda Polston to the Herington Public Library Board Term to Expire 4/30/2025
Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek

14. Discuss and Action on Appointing Richard Idleman to the Herington Housing Authority Board Term to Expire 4/30/2025

15. Proclamation Arbor Day April 30, 2021

16. Discuss and Action on Acceptance of Bids for the Herington Reservoir

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek

17. Discuss and Action on Acceptance of Bids for Curb and Gutter Work

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek

18. Update on Increased Funding for Street Paving Bids

19. Discuss and Action on Acceptance of Bids for Street Paving

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek

20. Discuss and Action on Commissioner Appointment to Herington Lake RFQ Panel

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell, Commissioner
Hartman, Mayor Urbanek

21. Update on DKEDC Funding

22. Update on American Rescue Plan Stimulus Money

23. Executive Session- I move the City Commission recess into executive session pursuant to the: Personnel matters of non-elected personnel exception, K.S.A. 75-4319(b)(1), To discuss the 6-month evaluation for the City Manager to Include:

- Governing Body
- City Attorney - If needed
- City Manager
- _____

The open meeting to resume at _____.

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell, Commissioner
Hartman, Mayor Urbanek

24. City Manager Comments

25. Commissioner Comments

26. Adjourn

Motion _____ Seconded _____ Action _____
Commissioner Castleberry, Commissioner Donahue, Commissioner Bell,
Commissioner Hartman, Mayor Urbanek

To join the City Commission meetings from your computer, tablet, or smartphone, go to
<https://www.youtube.com/channel/UCbvSBw6l4w85XQHSX0S1BXg>

Public Forum Comments can be dropped in the deposit box or emailed to cityoffice@cityofherington.com.
Must be received before 8:00AM the day of the meeting. Please keep statement to a maximum of 3
minutes.

DRAFT

Regular Meeting
March 16, 2021
5:30 p.m.

The Board of City Commissioners of the City of Herington, Kansas met at City Hall at 5:30 p.m. on the above date – the following being present: Mayor Debi Urbanek, Commissioner Robbin Bell, Commissioner Vance Donahue II, Commissioner Ben Castleberry, City Attorney Brad Jantz, City Clerk Megan Lawrenz and Deputy Clerk Kathy Matkins. City Manager Branden Dross-absent.

The meeting opened with the Pledge of Allegiance. Mayor Urbanek called the meeting to order. A motion was made by Commissioner Bell, seconded by Commissioner Castleberry to approve the Minutes of the Regular Meeting March 2, 2021. Motion carried with all voting “Aye.”

Public Forum Items – There was not any Public Forum items, however, Mayor Urbanek acknowledged receipt of a letter referencing Economic Development.

Additional Agenda Items – There was not any Additional Agenda Items.

A motion was made by Mayor Urbanek, seconded by Commissioner Bell, to approve the Agenda. Motion carried with all voting “Aye.”

Presentation by Students at Herington Middle School – Middle School Students, Koryn Alexander and Morgan Simmons gave a presentation of Herington’s Helping Hands with a Hand- Out. This project would provide food, clothing, and supplies to the Community while teaching responsibility to the students by participating and working together to give to Community Residents when they need help. These supplies would be donations by anyone who could donate to help others. The timeframe to start this project would begin in a few weeks. Mrs. Hawkins Advisory and the shop teacher would build the boxes to house the supplies. Mayor Urbanek thought it was a great idea to give back to the community.

Discuss and Action on City Insurance Carrier for 2021. – There were two representatives present, Doug Smart, the owner of Smart Insurance, and Tandi Reiff, Smart Insurance Agent who gave the insurance presentation. Tandi handed out Insurance packets to the Mayor and City Commissioners for review and discussion. Tandi met with City Manager Branden Dross and provided him a timeline and history of the city insurance. Branden made changes and they were included with the Overview of the Insurance showing 2020 and 2021 Premiums. Tandi will meet with each Department Head to update the city inventory and make changes as needed. Tandi emphasized that EMC specializes in city coverage and does the best in the industry. Tandi shared that each year the city has received a KMU Safety dividend check which amounts to approximately 20% of the premiums. Tandi and Doug went over the line items on the policy and answered questions in response to rates and coverage details. The Linebacker Policy, which is the Board of Directors Policy went up and Doug said this has went up across the board for all policies and companies. Excessive claims have driven the prices up on the Linebacker Policy. Tandi is working on the final details and will report them to City Manager Dross for final review and approval. Tandi and Doug assured the Mayor and Commissioners if any changes were made after the final approval, she could issue EMC endorsements to correct any deficiencies from changes being made. Tandi said she will review and

do a yearly inventory of all city policies with each Department Head and the City Manager to ensure changes are being made and kept current insuring only what needs to be insured. A motion was made by Mayor Urbanek, seconded by Commissioner Bell, to approve the city insurance renewal in the amount of \$168,733.00 for 2021. Motion carried with all voting "Aye."

Update on UPTICC Grants – Acting City Manager/City Clerk Megan Lawrenz reported that all \$25,000 was designated and given out to seven area businesses to include: Family Resource Exchange, Sweet Creations, and The Checkered Flag each receiving \$5,000 and Pikes Auto Body, VFW Post 1281, UB&E Investments, and Young Termite and Pest Control each receiving \$2500. These grants are done yearly. The city would like to keep this program going and may need to fund more and fund differently to keep money coming in to fund these grants. Options for continued funding will be discussed in more detail.

Discuss and Action on Appointment of Steven Thompson to Convention Visitor Bureau Board with Term to Expire March 31, 2023. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint Steven Thompson to the Convention Visitor Bureau Board with Term to Expire March 31, 2023. Motion carried with all voting "Aye."

Discuss and Action on Appointment of John Thissen to Library Board with Term to Expire March 31, 2025. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint John Thissen to the Library Board with Term to Expire March 31, 2025. Motion carried with all voting "Aye."

Discuss and Action on Appointment of Marcus Hawkes to the Convention Visitor Bureau Board with Term to Expire May 31, 2023. A Motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to appoint Marcus Hawkes to Convention Visitor Bureau Board with Term to Expire May 31, 2023. Motion carried with all voting "Aye."

Update on WAPA Bills –City Clerk Megan Lawrenz reported the City of Herington should be receiving \$100,000 from KMEA for the extreme cold weather we endured and the storms that were prevalent at this time. The City is waiting to receive the WAPA Bill in April 2021 that should reflect any increased cost of electricity and the City can use this KMEA money to offset the Evergy Bill.

Update on Pool House-Historical Application – City Manager Branden Dross has submitted the Preliminary Site Assessment and waiting on initial approval to move forward. This project could take six to twelve months duration. Commissioner Bell recommended getting the water off the top of the pool roof, cleaning the drains, and removing the tree to keep the water away. As this project progresses, there will be updates provided.

Discuss and Action on Commissioner Appointment to Herington Lake RFQ Panel – It was stated that both Mayor Urbanek and Commissioner Donahue II want to be on this Lake RFQ Panel and City Manager Dross said only one person is needed from the City Governing Body to be on the panel. Branden wants 1 City Representative, 1 City Resident, 1 Business Owner, Chuck Scott, Leo Schlesener, and City Manager Dross to be on this panel for a total of 6 panel members. A Motion was made by Commissioner Castleberry to nominate Commissioner Donahue II, there were no seconds and the Motion failed. A Motion was made by Commissioner Bell to nominate Mayor Urbanek, who originally started work on this project to the

panel, there were no seconds and the Motion failed. The appointment of this City Representative will be deferred until the next City Meeting on April 9, 2021.

A motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to recess into Executive Session pursuant to the: Consultation with an attorney on matters that would be deemed privileged in the attorney-client relationship exception, for potential litigation K.S.A. 75-4319(b)(2). To include the Governing Body, City Attorney, and City Manager by telephone. The open meeting will resume in the City Hall Board Room at 6:26 pm. Motion carried with all voting "Aye." The Regular Meeting resumed with no action taken.

A motion was made by Mayor Urbanek, seconded by Commissioner Castleberry to adjourn. Motion carried with all voting "Aye."

Also Present: Steven C. Thompson, Carl Urbanek, Larry Mann, Tandi Reiff, Doug Smart, Keri Alexander, Koryn Alexander, Morgan Simmons, James Simmons and Eric Gares

Megan Lawrenz, City Clerk

DRAFT



THE CITY OF HERINGTON

P.O. Box 31 • 17 North Broadway • Herington, KS 67449

Telephone: (785) 258-2271

FAX: (785) 258-3552

April 1, 2021

Project Funds Requests

Herington Reservoir:

Accept Bid for \$51,982 (Shilling Construction)

Asking for \$12,995.50 for 75%/25% match from Kansas Wildlife and Parks Grant.

Budgets

Lakes: \$12,995.50

KWP Grant: \$38,986

Concrete Work in City Limits:

Accept Bid for \$76,083 (PP&J Construction)

Asking for \$76,083

Budgets

Storm Water: \$76,083

Street Paving in City Limits:

Accept Bid for \$345,679.65 (Shilling Construction)

Asking for \$345,679.65

Budgets

Special Highway: \$64,000

Street: \$76,000

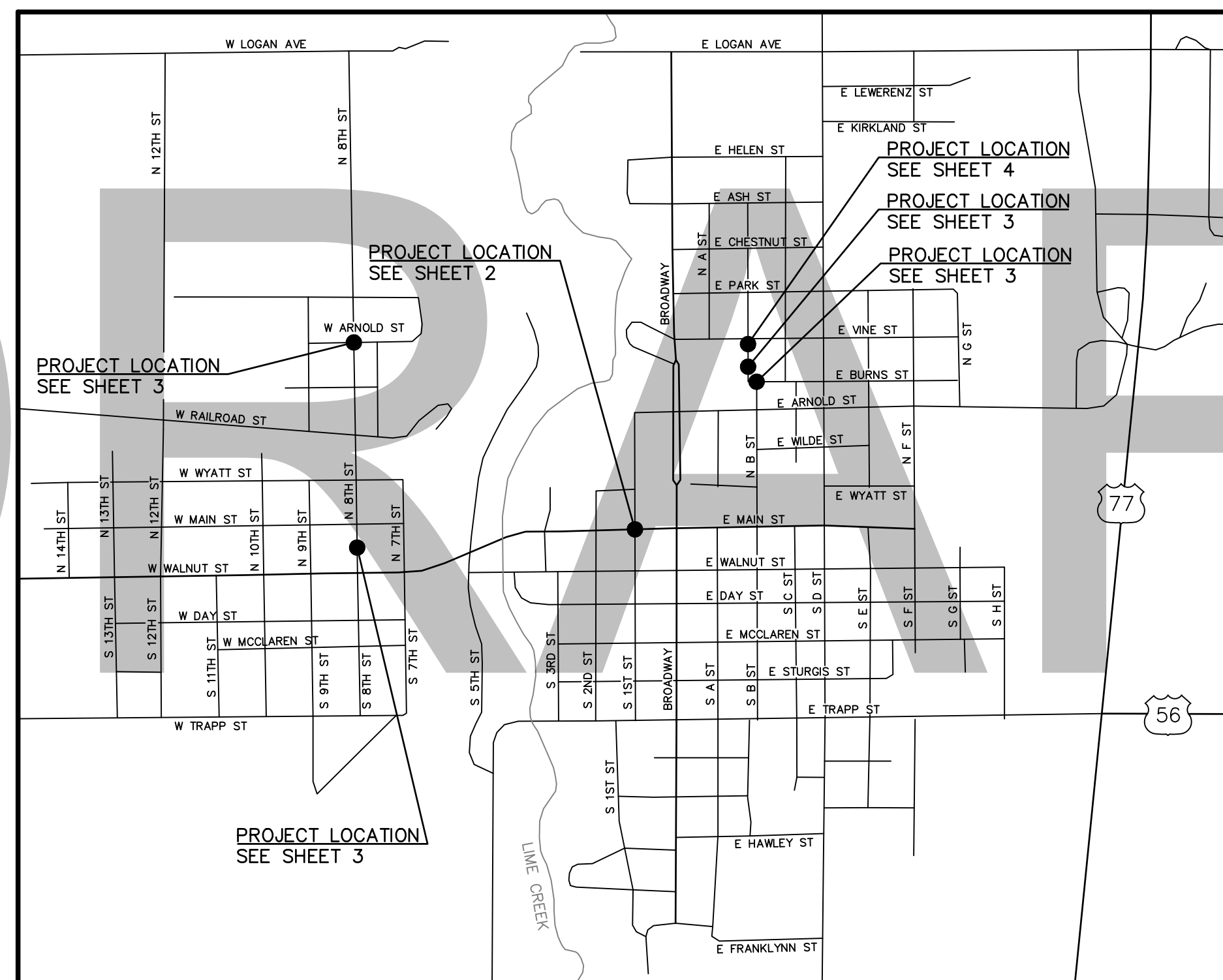
Water: \$68,000 (Share of street repairs after water main services are installed.)

2006 Sales Tax: \$137,679.65

CITY OF HERINGTON 2021 STREET MAINTENANCE HERINGTON, KANSAS

FEBRUARY 2021

SUMMARY OF QUANTITIES			
Item No.	Item	Estimated Quantity	Unit
1	8" Concrete Pavement	370	S.Y.
2	8" Concrete Valley Gutter	124	S.Y.
3	Concrete Curb & Gutter	582	L.F.
4	ADA Ramp	4	Ea.



LOCATION MAP
CITY OF HERINGTON, KANSAS

LEGEND	
	CONTROL POINT
	BENCHMARK
	STREET SIGN
	LIGHT POLE
	WATER LINE
	WATER LINE GATE VALVE
	MONITOR WELL
	1' CONTOUR INTERVAL
	SPOT ELEVATION AT TOP AND FLOWLINE OF CURB (ADD 1300)
	SPOT ELEVATION AT GROUND/PAVEMENT
	LINE NOT DRAWN TO SCALE

UNDERGROUND UTILITY STATEMENT:

THE UNDERGROUND UTILITIES SHOWN HEREON ARE DEPICTED FROM FIELD SURVEY INFORMATION OF ONE-CALL LOCATED UTILITIES AND/OR THE SCALING AND PLOTTING OF EXISTING UTILITY MAPS AND DRAWINGS MADE AVAILABLE TO THE SURVEYOR AT THE TIME OF SURVEY. THE SURVEYOR DOES NOT CERTIFY THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL UNDERGROUND UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. FURTHERMORE, THE SURVEYOR DOES NOT CERTIFY THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION DEPICTED ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE DEPICTED AS ACCURATELY AS POSSIBLE FROM INFORMATION MADE AVAILABLE TO THE SURVEYOR AT THE TIME OF SURVEY. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES SHOWN HEREON BY EXCAVATION UNLESS OTHERWISE NOTED ON THIS SURVEY.

CAUTION - NOTICE TO CONTRACTOR

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. **THE CONTRACTOR SHALL EXPOSE EXISTING UTILITIES AT LOCATIONS OF POSSIBLE CONFLICTS PRIOR TO ANY CONSTRUCTION.**

SAFETY NOTICE TO CONTRACTOR

IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.

WARRANTY / DISCLAIMER

THE DESIGNS REPRESENTED IN THESE PLANS ARE IN ACCORDANCE WITH ESTABLISHED PRACTICES OF CIVIL ENGINEERING FOR THE DESIGN FUNCTIONS AND USES INTENDED BY THE OWNER AT THIS TIME. HOWEVER, NEITHER KAW VALLEY ENGINEERING, INC NOR ITS PERSONNEL, CAN OR DO WARRANT THESE DESIGNS OR PLANS AS CONSTRUCTED, EXCEPT IN THE SPECIFIC CASES WHERE KAW VALLEY ENGINEERING PERSONNEL INSPECT AND CONTROL THE PHYSICAL CONSTRUCTION ON A CONTEMPORARY BASIS AT THE SITE.

SHEET INDEX:

- 1 TITLE SHEET
- 2 SITE & GRADING PLAN
- 3 SITE PLAN
- 4 SITE PLAN
- 5 NOTES & DETAIL SHEET

DATUM BENCHMARK:

NGS CONTROL STATION
DESIGNATION: Y 214
PID: JF0405
ELEV=1339.37 (NAVD88)

BENCHMARKS:

BM #60: CHISELED "SQUARE" ON TOP OF CURB ON EAST END RADIUS EAST SIDE OF SOUTH DRIVE ENTRANCE TO BOWLING ALLEY.
ELEV=1334.05

BM #61: CHISELED "SQUARE" ON TOP OF CURB ON THE SOUTH END RADIUS FOR NORTH DRIVE ENTRANCE FOR INSURANCE BUILDING.
ELEV=1335.43

REV	DATE	DESCRIPTION
0	2-18-21	INITIAL ISSUE
		DSN
		DWN
		CHK

LEON D. OSBOURN
ENGINEER
KS # 9772

2319 N. JACKSON | P.O. BOX 1304
JUNCTION CITY, KANSAS 66441
PH. (785) 762-5040 | FAX (785) 762-7744
jve@kawvalley.com | www.kawvalley.com

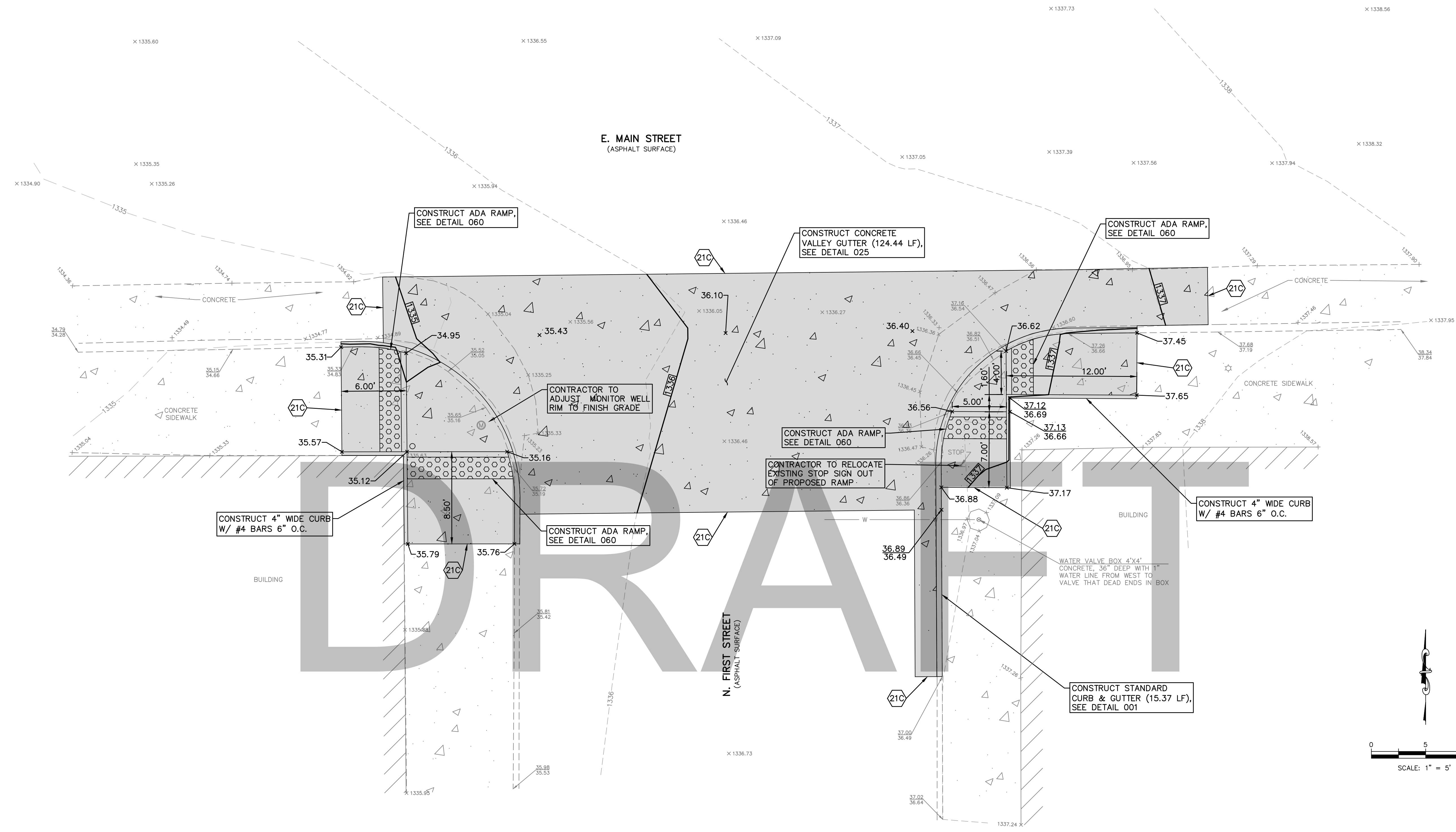
KAW VALLEY ENGINEERING

KAW VALLEY ENGINEERING, INC. IS AUTHORIZED TO OFFER ENGINEERING SERVICES BY KANSAS STATE CERTIFICATE OF AUTHORIZATION # E-113. EXPIRES 12/31/22

HERINGTON 2021 STREET MAINTENANCE
VARIOUS LOCATIONS
HERINGTON, KANSAS

CONSTRUCTION PLANS
TITLE SHEET

PROJ. NO.	A21D0365
DESIGNER	RCP
DRAWN BY	JP
CFN	0365TS
SHEET	1
REV	0



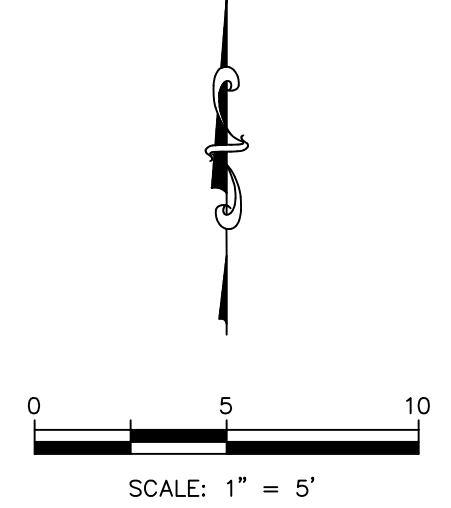
E. MAIN STREET & N. FIRST STREET

- CONSTRUCTION NOTES:**
- COORDINATE START-UP AND ALL CONSTRUCTION ACTIVITIES WITH CITY OF HERINGTON.
 - PUBLIC CONVENIENCE AND SAFETY: THE CONTRACTOR SHALL CONDUCT THE WORK IN A MANNER THAT WILL INSURE, AS FAR AS PRACTICABLE, THE LEAST OBSTRUCTION TO TRAFFIC, AND SHALL PROVIDE FOR THE CONVENIENCE AND SAFETY OF THE GENERAL PUBLIC AND RESIDENTS ALONG AND ADJACENT TO STREETS IN THE CONSTRUCTION AREA.
 - ALL TRAFFIC CONTROL DEVICES, INSTALLATION AND OPERATIONS SHALL CONFORM WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES".

LEGEND (PROPOSED)

X 37.69	SPOT ELEVATION (ADD 1300), TOP OF PAVEMENT
36.98	TOP OF CURB (ADD 1300)
36.48	FLOWLINE OF CURB (ADD 1300)
1337	FINISHED 1' CONTOUR INTERVALS, TOP OF PAVEMENT

- DETAILS - SEE DETAIL SHEET 5 FOR THE FOLLOWING DETAILS**
- 001 CONCRETE CURB & GUTTER
 - 025 CONCRETE VALLEY GUTTER
 - 060 ADA RAMP
- NOTES:**
- 21C MATCH EXISTING PAVEMENT ELEVATIONS



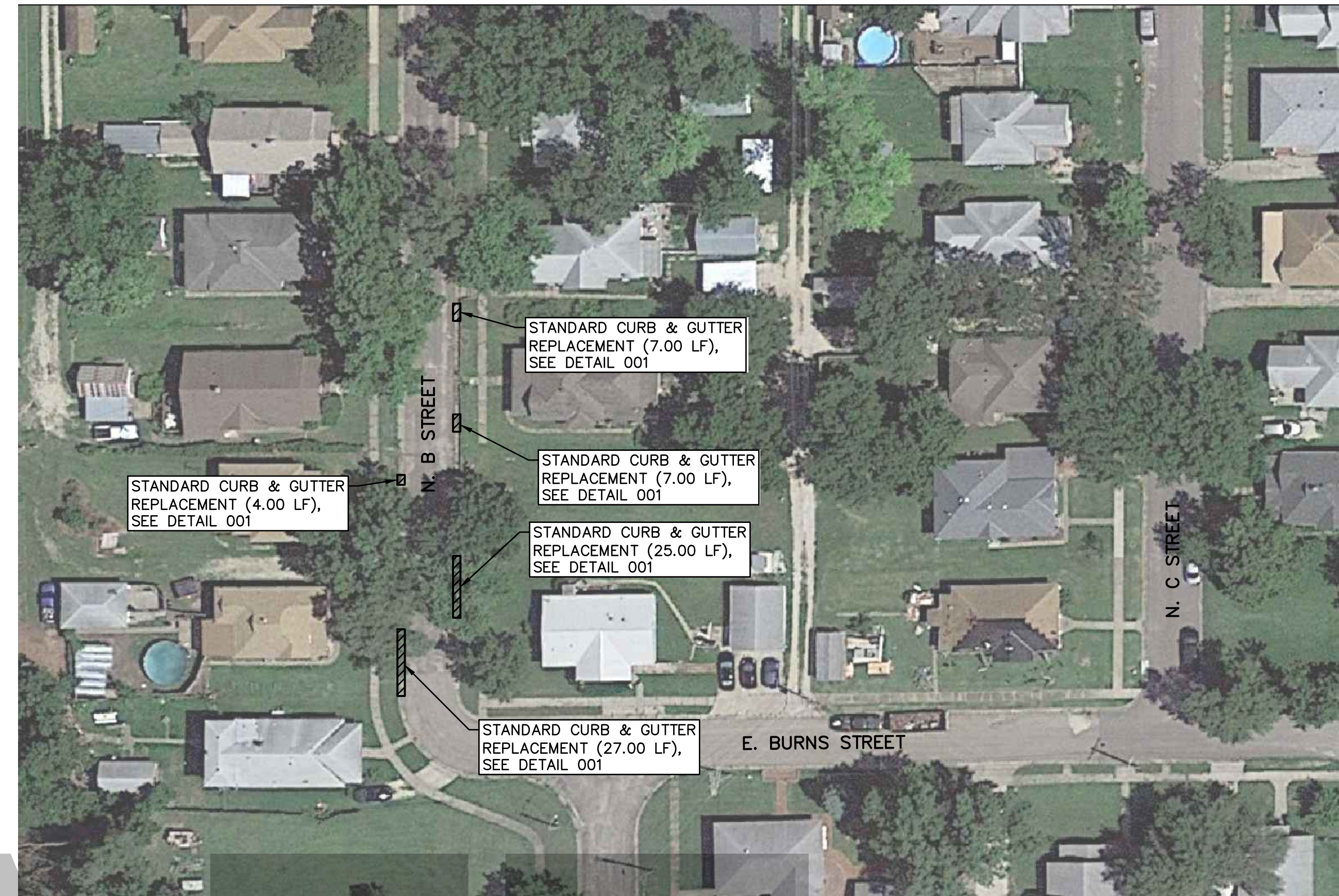
THIS DRAWING SHALL NOT BE UTILIZED BY ANY PERSON, FIRM, OR CORPORATION IN WHOLE OR IN PART WITHOUT THE SPECIFIC PERMISSION OF KAW VALLEY ENGINEERING, INC.

	LDO CHK
	UP DWN
	RCP DSN
	INITIAL ISSUE
	DESCRIPTION
0	2-18-21
REV	DATE
<p>LEON D. OSBOURN ENGINEER KS # 9772</p> <p>2319 N. JACKSON P.O. BOX 1304 JUNCTION CITY, KANSAS 66441 PH. (785) 762-5040 FAX (785) 762-7744 jle@kaveng.com www.kaveng.com</p> <p>KAW VALLEY ENGINEERING</p> <p>KAW VALLEY ENGINEERING, INC. IS AUTHORIZED TO OFFER ENGINEERING SERVICES BY KANSAS STATE CERTIFICATE OF AUTHORIZATION # E-113. EXPIRES 12/31/22</p>	
<p>HERINGTON 2021 STREET MAINTENANCE</p> <p>VARIOUS LOCATIONS</p> <p>HERINGTON, KANSAS</p> <p>CONSTRUCTION PLANS</p> <p>SITE & GRADING PLAN</p>	
PROJ. NO. A21D0365	
DESIGNER RCP	DRAWN BY JP
CFN 0365SP	
SHEET 2	REV 0



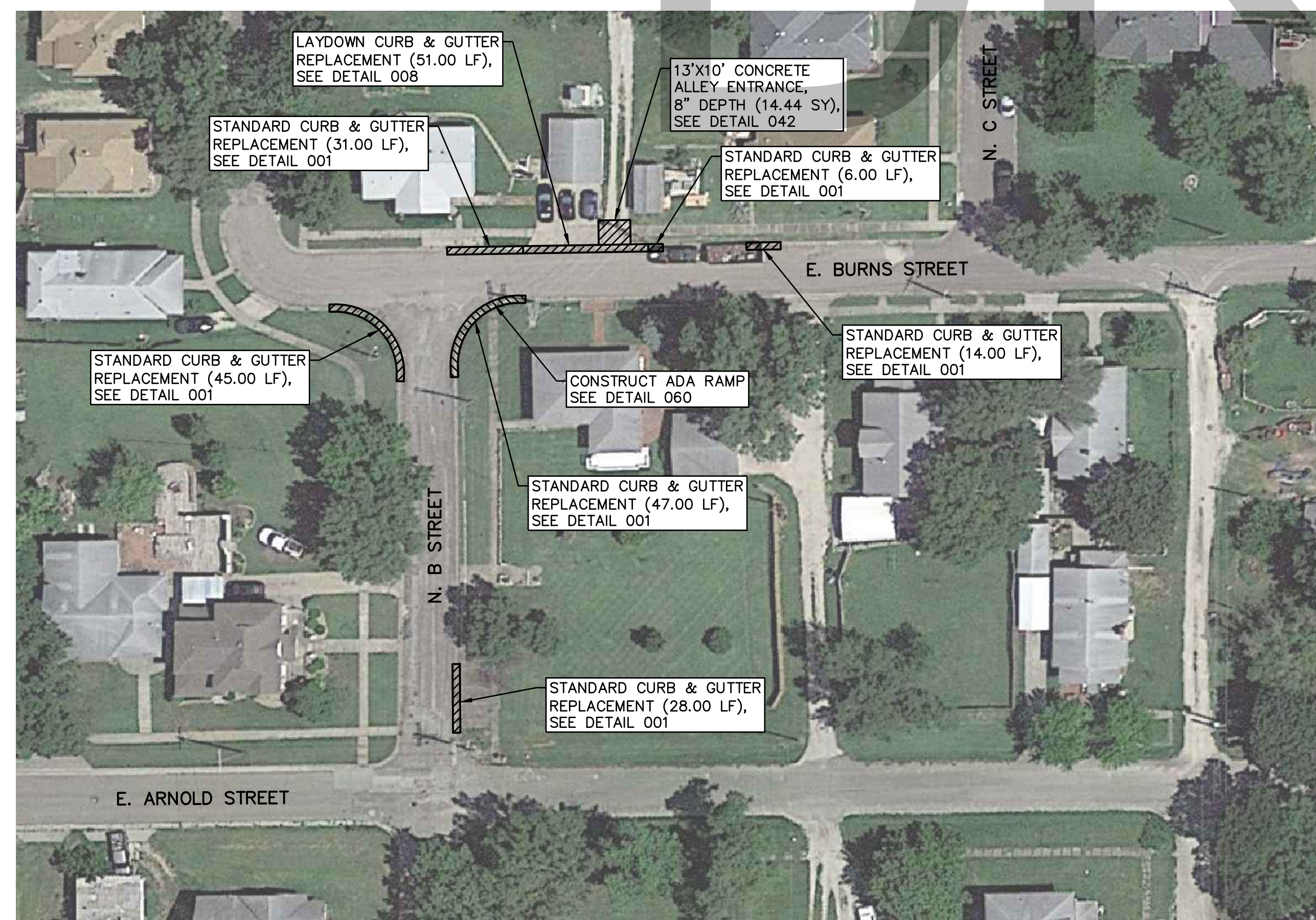
W. ARNOLD STREET & N. 8TH STREET

NOT TO SCALE



N. B STREET

NOT TO SCALE



E. BURNS STREET & N. B. STREET

NOT TO SCALE



N. 8TH STREET ALLEY ENTRANCE

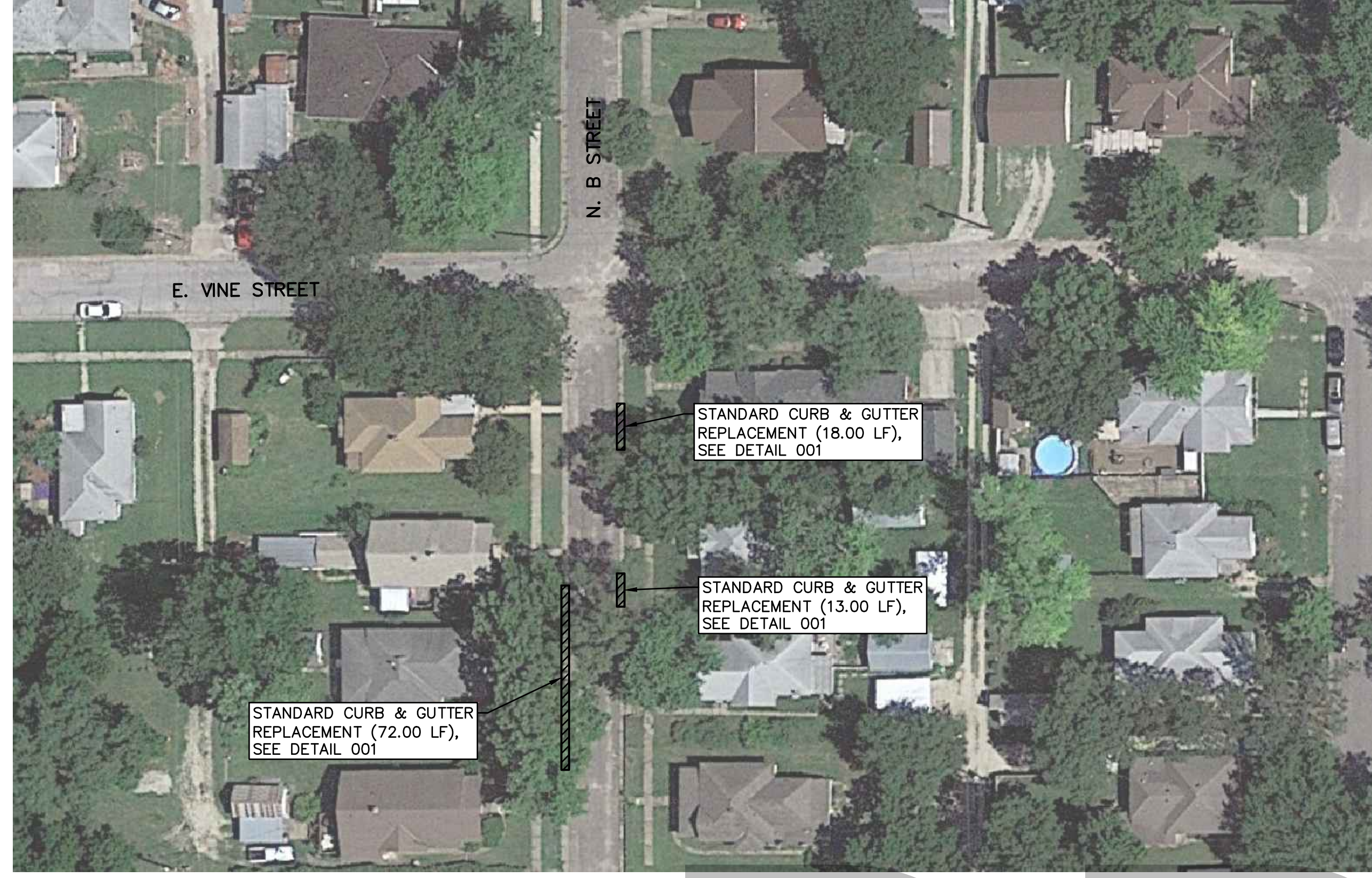
NOT TO SCALE

NOTES:
 1. ALL AREAS ARE MARKED ON-SITE. CONTRACTOR WILL ONLY BE PAID FOR BID QUANTITIES.
 2. CONTRACTOR TO COORDINATE TRAFFIC CONTROL WITH THE CITY OF HERINGTON AT ALL LOCATIONS.

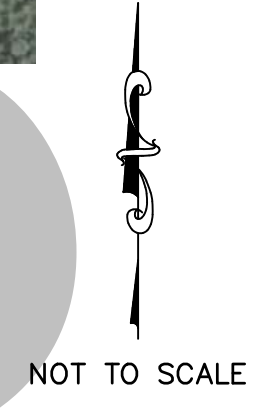
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VARIOUS LOCATIONS		DESIGNER	RCP
HERINGTON, KANSAS		DRAWN BY	JP
CONSTRUCTION PLANS		CFN	0365SP
SITE PLAN		SHEET	3
REV	DATE	DESCRIPTION	
0	2-18-21	INITIAL ISSUE	
		DSN	DWN
		UP	LDO
		CHK	CHK

LEON D. OSBOURN
 ENGINEER
 KS # 9772

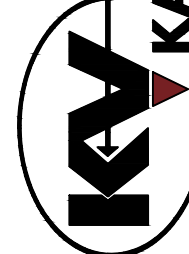
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KAW VALLEY ENGINEERING
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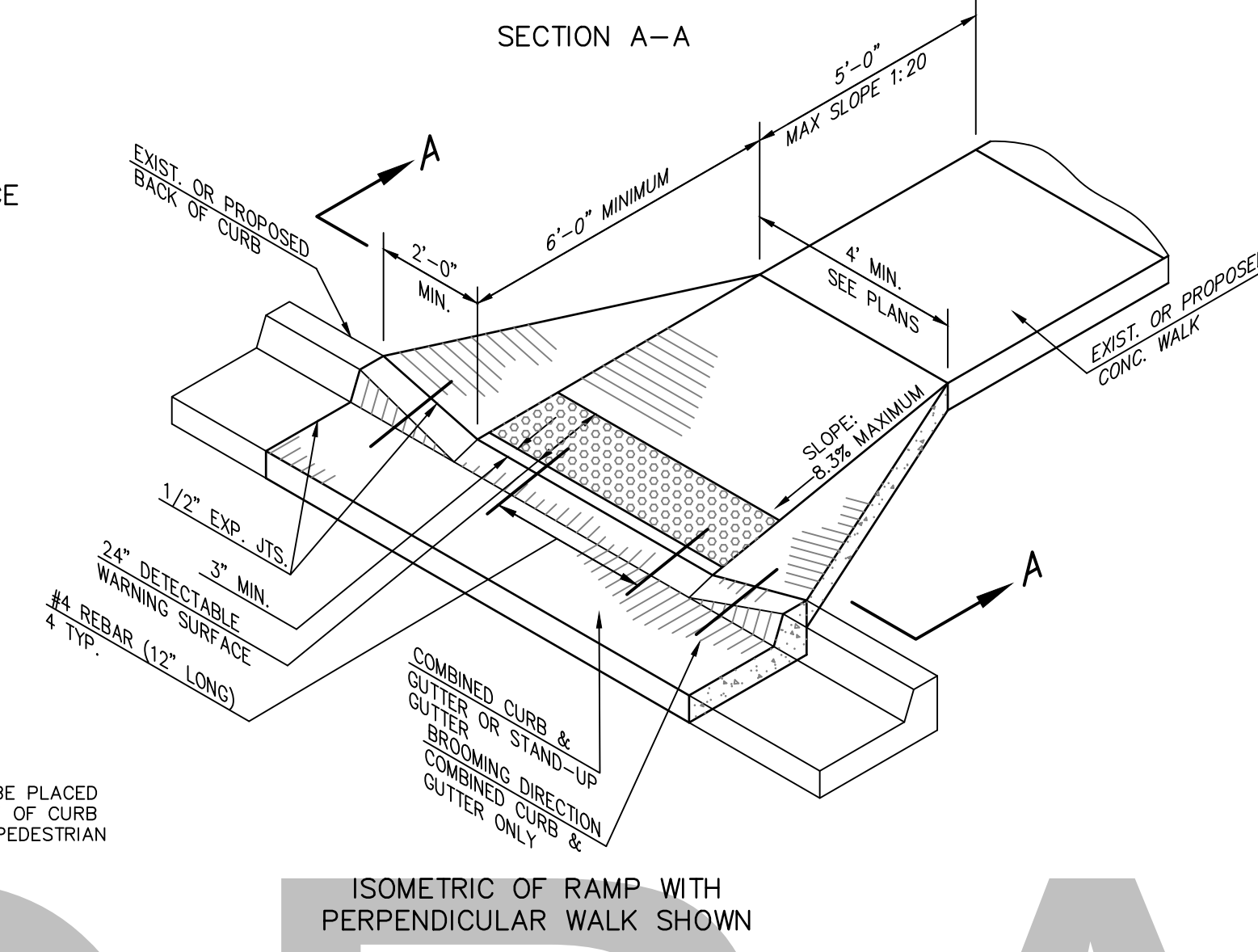
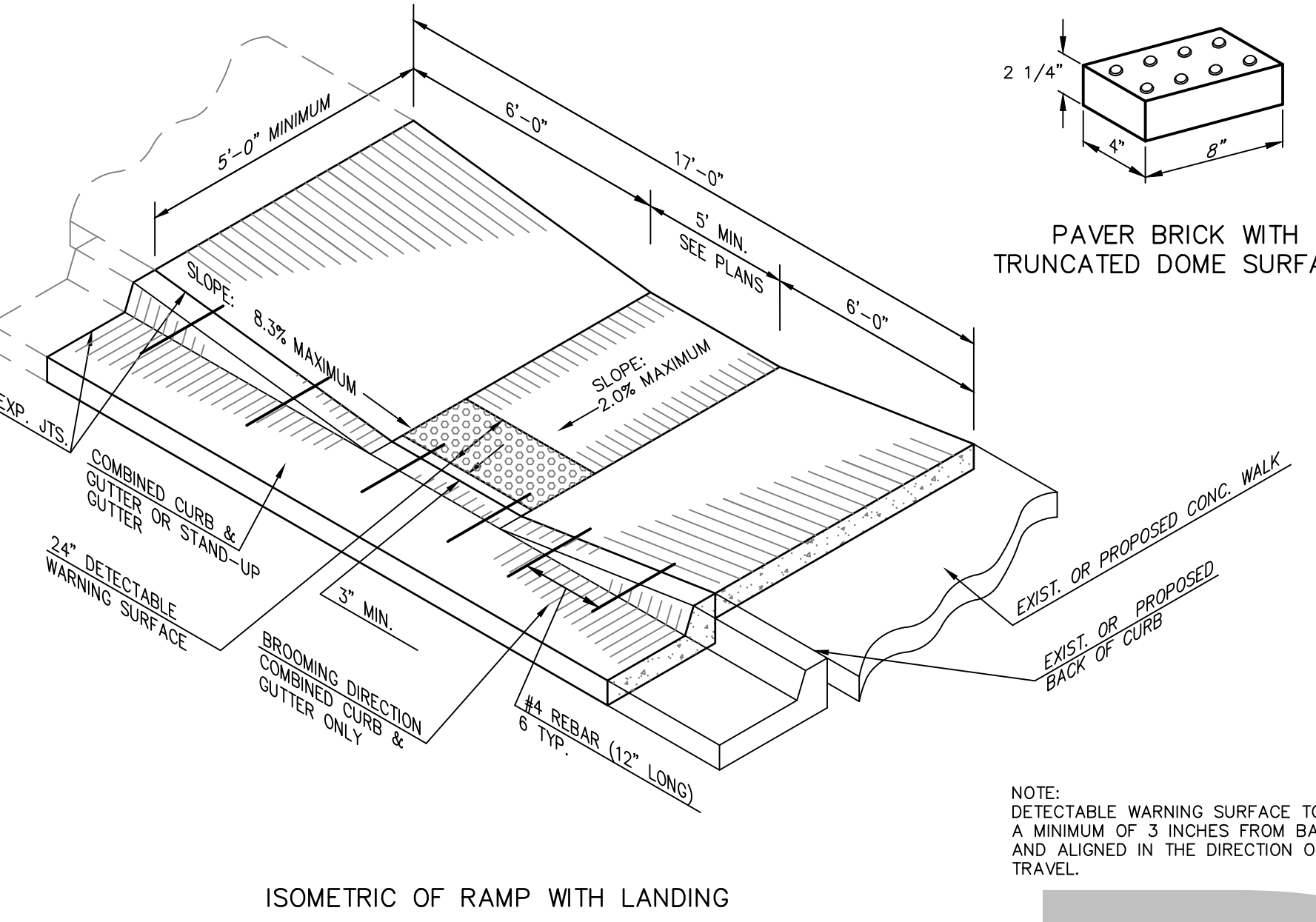
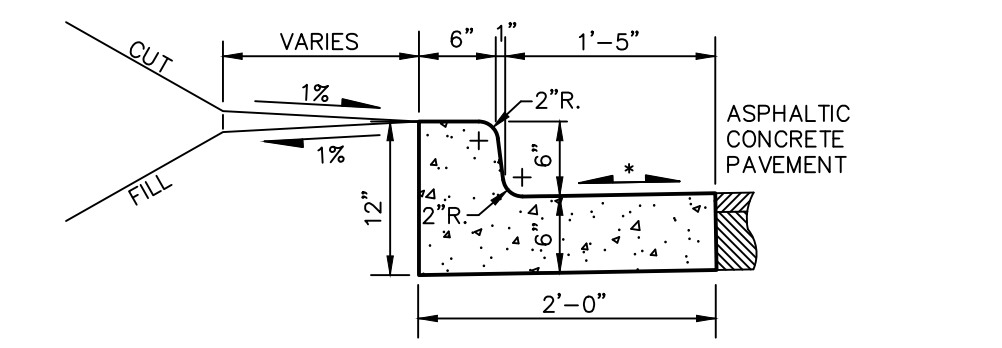
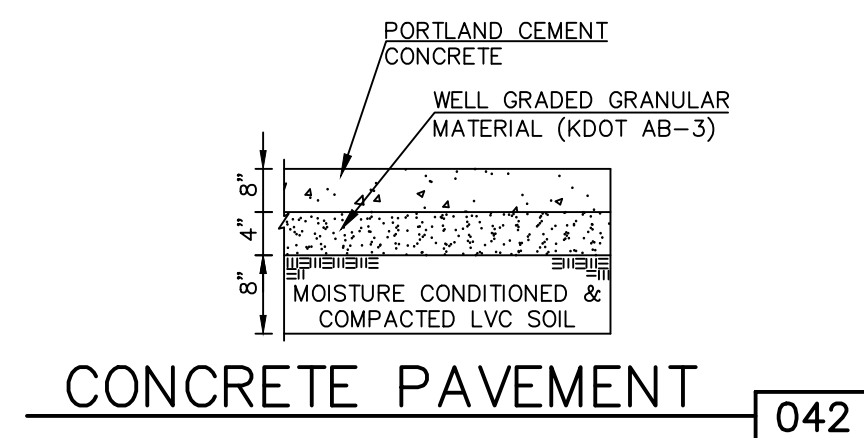
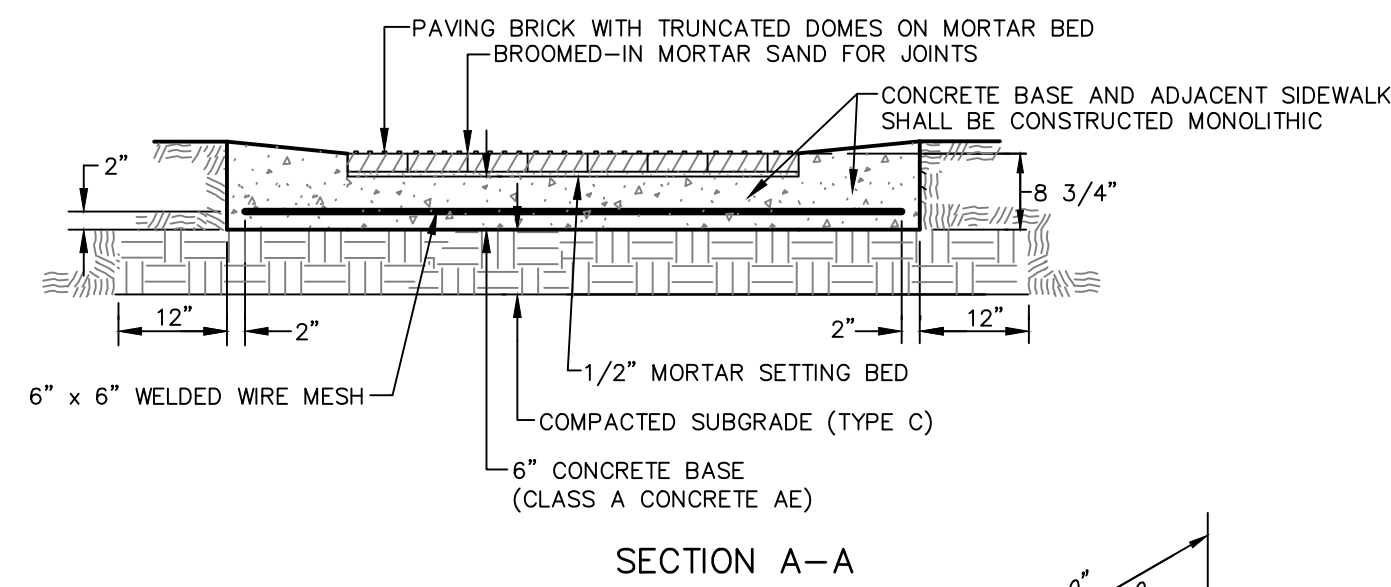
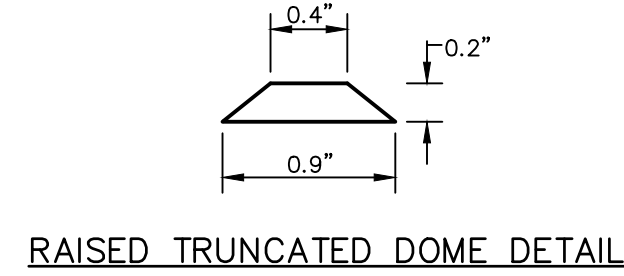
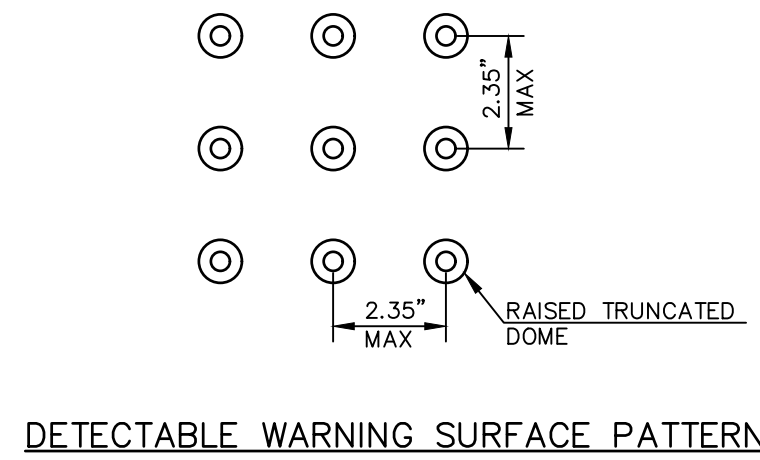


E. VINE STREET & N. B STREET



DRAFT

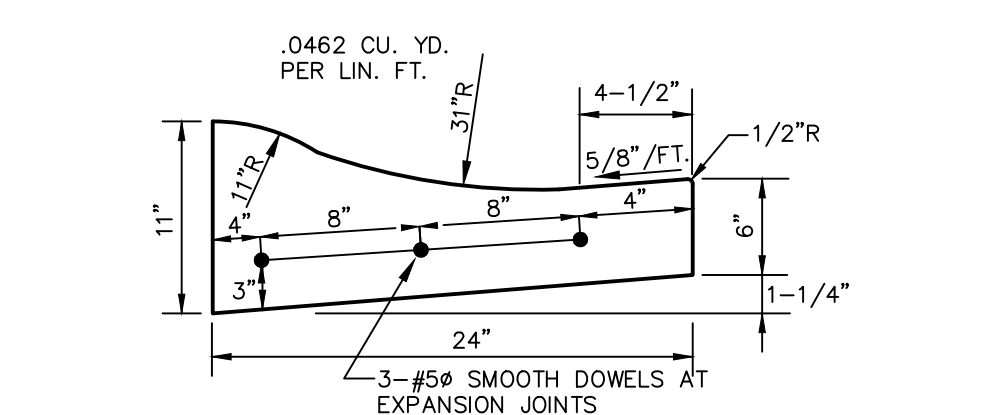
HERINGTON 2021 STREET MAINTENANCE VARIOUS LOCATIONS HERINGTON, KANSAS		PROJ. NO. A21D0365	
CONSTRUCTION PLANS SITE PLAN		DESIGNER RCP	DRAWN BY JP
		CFN 0365SP	
SHEET 4	REV 0	REV 0	DATE 2-18-21
		INITIAL ISSUE	DESCRIPTION
		DSN	DWN
		RCP	JP
		LDO	CHK
LEON D. OSBOURN ENGINEER KS # 9772			
 KAW VALLEY ENGINEERING KAW VALLEY ENGINEERING, INC. IS AUTHORIZED TO OFFER ENGINEERING SERVICES BY KANSAS STATE CERTIFICATE OF AUTHORIZATION # E-113. EXPIRES 12/31/22 2319 N. JACKSON P.O. BOX 1304 JUNCTION CITY, KANSAS 66441 PH. (785) 762-5040 FAX (785) 762-7744 jle@kveeng.com www.kveeng.com			



1. PORTLAND CEMENT CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 4000 PSI AT 28 DAYS WITH 6% ENTRAINED AIR $\pm 2\%$ AND SHALL MEET OR EXCEED THE SPECIFICATIONS SET FORTH IN THE LATEST EDITION OF THE KANSAS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR STATE ROAD & BRIDGE CONSTRUCTION.

* REFER TO GRADING PLAN FOR FLOW DIRECTION.

CONCRETE CURB AND GUTTER 001



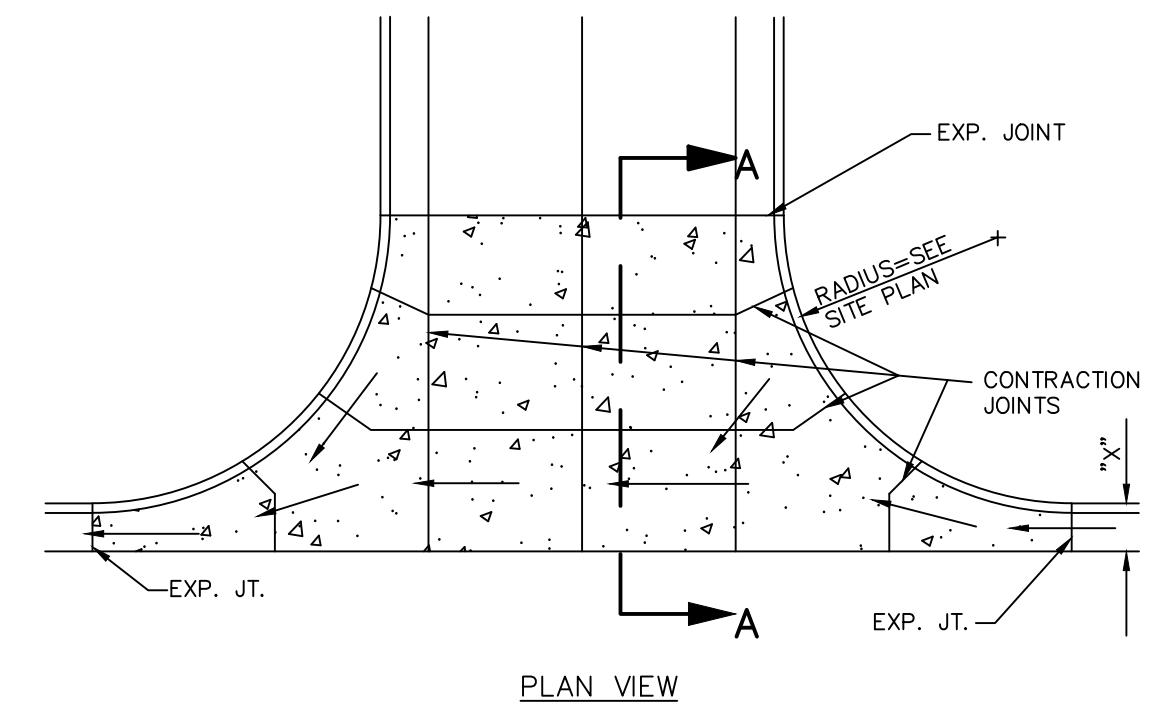
LAYDOWN CURB & GUTTER 008

SIDEWALK RAMPS 060

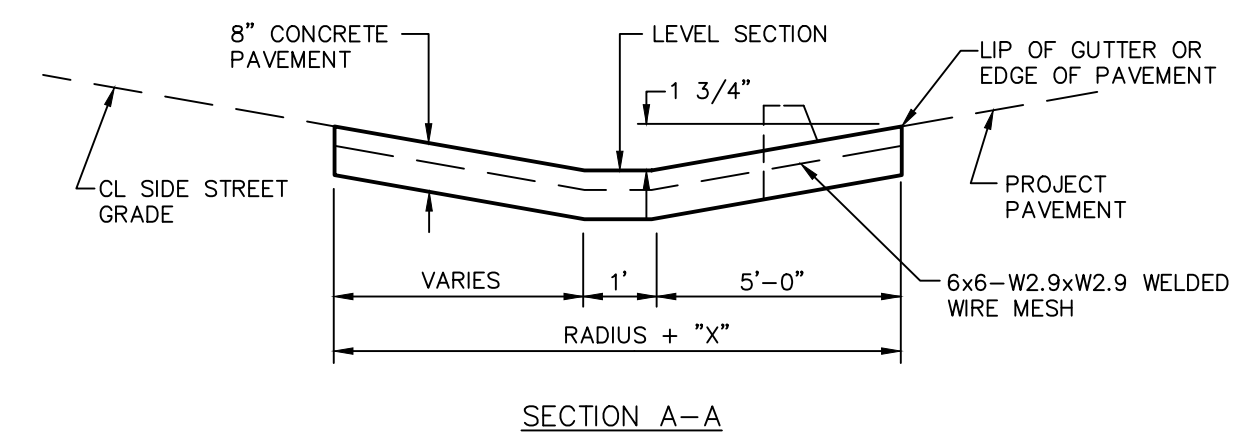
DRAFT

- EROSION CONTROL NOTES:**
- PROPERTY LINE IS LIMITS OF CONSTRUCTION EXCEPT AS SHOWN.
 - THE CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES AS AGREED UPON WITH THE CITY OF HERINGTON PRIOR TO BEGINNING EARTHWORK OPERATIONS.
 - THE CONTRACTOR SHALL MAINTAIN ALL SILT CONTROL MEASURES DURING CONSTRUCTION.
 - ALL SILT SHALL REMAIN ON SITE AND SURROUNDING STREETS SHALL BE KEPT CLEAR OF ALL MUD AND DEBRIS.
 - ACCUMULATED SEDIMENT SHALL BE REMOVED AND THE SEDIMENTATION BARRIERS MAINTAINED AS NEEDED TO PREVENT SEDIMENTATION BYPASS OF THE BARRIER.
 - CURB INLET SEDIMENTATION BARRIERS ARE TO BE INSTALLED AROUND INLETS AND WEIRS WHERE SEDIMENTATION IS A CONCERN. INLET BARRIERS SHALL BE EITHER BLOCK AND GRAVEL, OR SECURED STRAW BALES, OR SILT FENCE.
 - SEDIMENT IS TO BE REMOVED FROM STORM WATER DRAINAGE SYSTEMS.
 - THE CONTRACTOR SHALL PROVIDE ALL MATERIALS, TOOLS, EQUIPMENT AND LABOR AS NECESSARY TO INSTALL AND MAINTAIN ADEQUATE EROSION AND SILTATION CONTROLS REQUIRED TO PREVENT SOIL EROSION FROM LEAVING THE PROJECT SITE. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO ENSURE THAT METHODS UTILIZED ARE ADEQUATE AND COMPLY WITH REQUIREMENTS OF THE SPECIFICATIONS AND GOVERNMENTAL AGENCIES HAVING JURISDICTION OVER THE WORK.
 - MUD AND DEBRIS SHALL BE CLEANED UP AT THE CONCLUSION OF EACH WORKING DAY, OR AFTER EACH RAINFALL IF SILT IS PRESENT.
 - INSPECTION, MAINTENANCE AND REPAIR OF EROSION CONTROL DEVICES SHALL BE ON GOING THROUGHOUT THE LIFE OF BUILDING CONSTRUCTION TO KEEP THE DEVICES IN OPERABLE CONDITION AT ALL TIMES. ADDITIONAL MEASURES SHALL BE INSTALLED AS REQUIRED BY ACTUAL FIELD CONDITIONS AND/OR GOVERNING INSPECTION AGENCIES.
 - AT COMPLETION OF SITE GRADING AND OTHER RELATED CONSTRUCTION ACTIVITIES, ALL DISTURBED AREAS WITHIN THE PROJECT SITE SHALL BE SEEDED USING MULCH OR EQUIVALENT STABILIZING BMP, SODDED, OR LANDSCAPED WITHIN 14 DAYS.
 - TOPSOIL IS TO BE PLACED IN AREAS UNSUITABLE FOR VEGETATIVE GROWTH.
 - THE CONTRACTOR SHALL HAVE THE RESPONSIBILITY FOR RESOLVING COMPLAINTS IN THE EVENT THAT COMPLAINTS OR DAMAGE CLAIMS ARE FILED DUE TO DAMAGES OCCURRING ADJACENT TO OR DOWNSTREAM FROM PROPERTY BY SEDIMENT RESULTING FROM EROSION ON THE PROJECT SITE.
 - GOOD HOUSEKEEPING PRACTICES SHALL BE MAINTAINED ON SITE TO KEEP SOLID WASTE FROM ENTRY INTO WATERS.
 - ALL FUELING FACILITIES PRESENT ON SITE SHALL ADHERE TO APPLICABLE FEDERAL AND STATE REQUIREMENTS CONCERNING UNDERGROUND STORAGE, ABOVE GROUND STORAGE AND DISPENSERS, INCLUDING SPILL PREVENTION, CONTROL AND COUNTER MEASURES.
 - MINIMAL WASHING OF CONCRETE EQUIPMENT ALLOWED, CHUTE ETC. CONCRETE WASHOUT OF THE DRUM IS NOT ALLOWED. ANY PIT/WASHOUT AREA NEEDS TO BE MAINTAINED IN A NON-DISCHARGING MANNER AND ANY WASTE RESIDUE WILL NEED TO BE CLEANED OUT AND REMOVED AT THE END OF PROJECT.

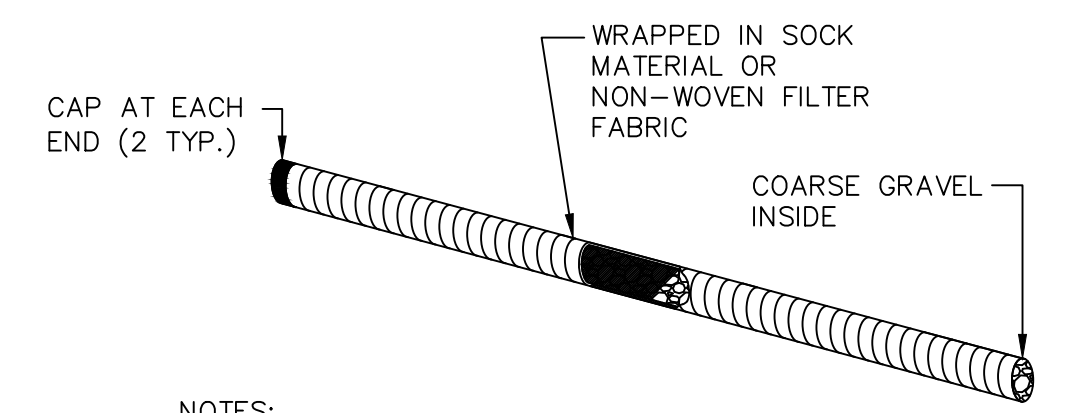
NOTE: BID ITEM FOR 8" CONCRETE VALLEY GUTTER INCLUDES CURB AND ALL PAVING AS INDICATED.



NOTE: CONTRACTOR TO TAKE CARE IN GRADING VALLEY GUTTER TO ASSURE POSITIVE DRAINAGE ON STREET.



CONCRETE VALLEY GUTTER 025



NOTES:
1. SUBMIT FILTER PLAN AND TYPE FOR APPROVAL

ROCK WATTLE 4" PERFORATED PIPE W/GRAVEL 816

0	2-18-21	REV	DATE	DESCRIPTION
				INITIAL ISSUE
				DSN
				DWN
				LDO
				CHK

LEON D. OSBOURN
ENGINEER
KS # 9772

2319 N. JACKSON | P.O. BOX 1304
JUNCTION CITY, KANSAS 66441
PH. (785) 762-5000 | FAX (785) 762-7744
jke@kvweng.com | www.kvweng.com
KAW VALLEY ENGINEERING
KAW VALLEY ENGINEERING, INC. IS AUTHORIZED TO OFFER ENGINEERING SERVICES BY KANSAS STATE CERTIFICATE OF AUTHORIZATION # E-113. EXPIRES 12/31/22

HERINGTON 2021 STREET MAINTENANCE
VARIOUS LOCATIONS
HERINGTON, KANSAS
CONSTRUCTION PLANS
NOTES & DETAIL SHEET

PROJ. NO.	A21D0365
DESIGNER	RCP
DRAWN BY	JP
CFN	0365DET
SHEET	5
REV	0

2021 Herington Street Projects

<i>Street</i>	<i>Start</i>	<i>End</i>	<i>length (ft)</i>	<i>width (ft)</i>	<i>s.q. yd.</i>	<i>thickness</i>
H st	Sturgis	Trapp	170	26	491	1 1/2"
A	Main	Day	600	24	1600	1 1/2"
Vine	A	C	300	20	667	1 1/2"
Lewerenz	Butler	East	400	28	1244	1 1/2"
10th	walnut	trapp	1030	23	2632	1 1/2"
Total s.q.yd.					6634	

B	Arnold	Vine	700	21	1633	3"
Burns	B	C	350	20	778	3"
McClaren	1st	3rd	500	17	944	3"
Day	E	F	300	16	533	3"
Main	D	F	700	18	1400	3"
Vine	E	G	650	18	1300	3"
F	Vine	Park	290	18	580	3"
10th	Main	Wyatt	300	21	700	3"
main	9th	14th	1980	20	4400	3"
13th	walnut	main	300	17	567	3"
14th	walnut	main	300	20	667	3"
Total s.q.yd.					13502	

H st	McClaren	Sturgis	311	26	898	6"
Total s.q.yd.					898	

Millings

Vine	A	B	40	20	89	N/A
Total s.q.yd.					89	

Herington City Lake

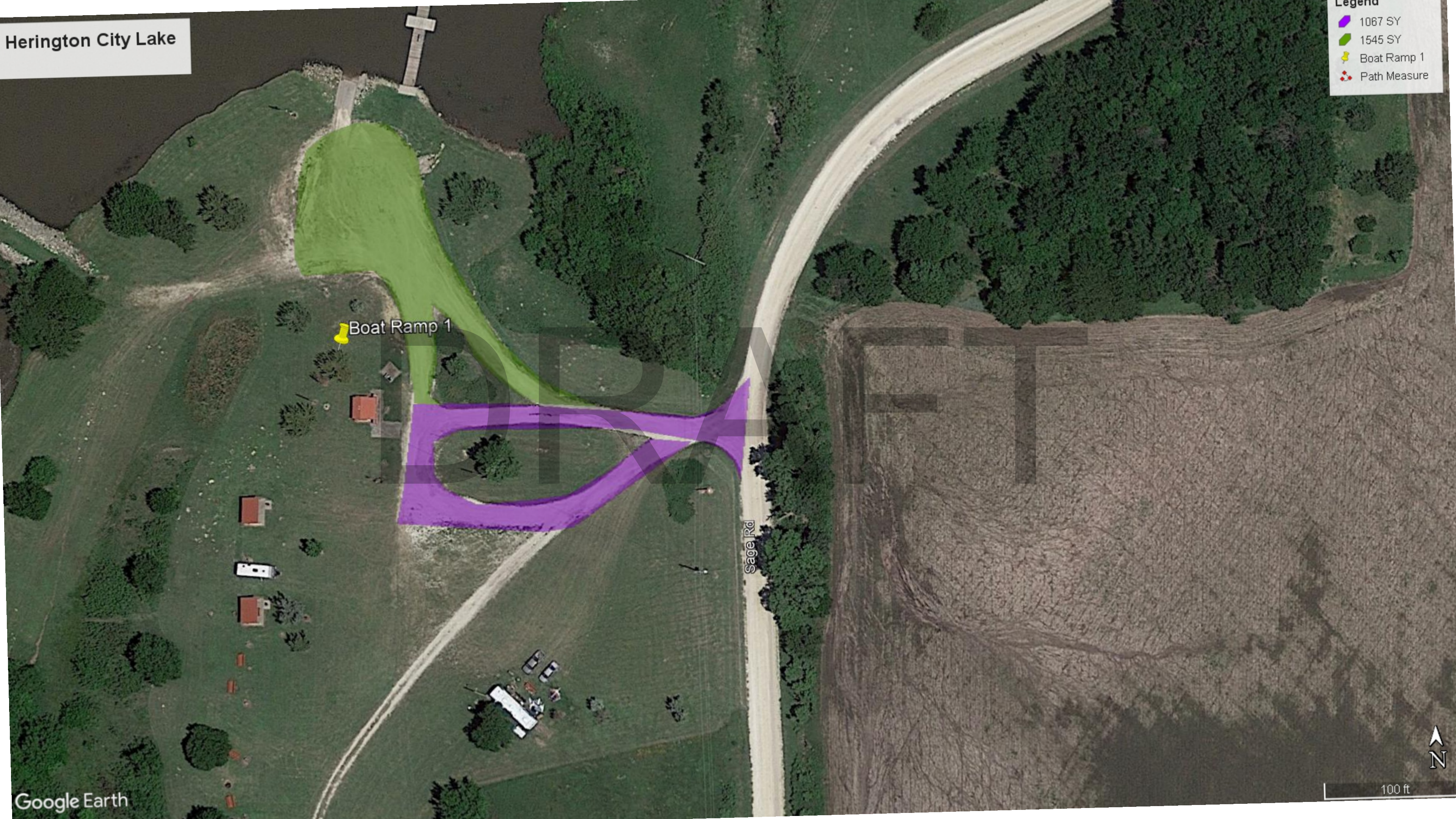
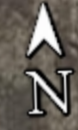
Legend

- 1067 SY
- 1545 SY
- Boat Ramp 1
- Path Measure

Boat Ramp 1

Sage Rd

100 ft



24, March 2021

DRAFT

Good Afternoon!

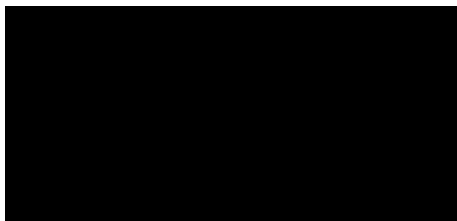
With all do respect , I can no longer fill a position on the Herington Housing Board. The lack of training ,team efforts, and communication is extremely limiting on what I can do in a positive manner. At this point, I do not see myself as an asset to the subsidized housing situation I once believed I was. I feel I have minimal support in my understandings and it is mentally, emotionally, and physically draining me. It is to the point it is consuming more of me and having negative affects on my attitude and household as well. That was never my intentions, but my duty to correct, and so I am. Iv had some minor communication with my board for approximately 7 months. I can not communicate the importance of following the bylaws and the expectations of us as a complete board and operations as multiple business entities. This has been a huge worry and concern of mine.

It has been an extremely informational experience with many small personal rewards along the way ,but this is the end to my position. I appreciate my time shared with everyone , as well as respect all of you for your time and commitments given in your positions on this board .This is not the end of my participation and envolment within the community, just a step back for the time being. I plan to continue to work forth in aiding our community in other endeavors in the future and by other means.

Please feel free to reach out if necessary. I will help you with what information and knowledge I have, as I can. I wish you all good luck!

Thank you,

Herington Housing Authority
201 East Helen St
Herington, Kansas 67449



March 30, 2021

Dear Janet:

On behalf of the Herington Housing Authority board, I am notifying you that we are removing you as a board member because you have missed 3 board meeting, the last one being January 2021 and have not responded to communications from the board in that same period. If you have any documents related to the Housing Authority that need to be returned, that will be necessary and we will expect that to occur by April 15, 2021. Also if you have any personal items to retrieve from Golden Age Residentials please do so by that date as well.

We appreciate your past service to the community and wish you well.

Kind regards,

A handwritten signature in cursive script that reads "Linda Herbel".

Linda Herbel
Board Chairperson

Cc Branden Dross

February 23, 2021 6:00 p.m.

**Herington Municipal Hospital-Hospital Conference Room
Board of Trustees Regular Meeting**

Board Members Present:

Phyllis Bettles, Chairman
Michael Sullivan
Ed Mueller
Leslie Mayes
Howard Hailey

Others Present:

Isabel Schmedemann, CEO
Bryan Coffey, CFO
Jenna Williams, CNO

Call to Order:

- Mrs. Bettles called the meeting to order at 6:00 p.m.
- A modified statement regarding meeting specifications during COVID - Mrs. Schmedemann read the statement as follows:

Due to county restrictions related to COVID, being a health care facility and in the best interest of the health and safety of our citizens and patients, we ask that anyone interested in our meetings please join us virtually. The link will be posted the day of the meeting for your convenience on the hospitals website and on our Facebook page. There will also be a call in number that anyone can dial into if you do not have internet.

Approval of Agenda

- Mrs. Bettles asked if there are any changes or additions to the agenda. There were changes. Mrs. Schmedemann would like to add an executive session after the CEO Report and correction to the next board meeting date and time should read March 23, 2021 not March 23, 2020. Mr. Hailey made a motion to approve the agenda with changes as presented. It was seconded by Mr. Sullivan. There was no further discussion. Motion carried 5-0.

Approval of Minutes

- Mrs. Bettles asked for approval of the minutes from January 26, 2021 Regular Board meeting minutes. There were corrections to be made as follows, under the CEO report wound care section derma tone needs to be changed to Dermatome™ and graphing needs to be changed to grafting. Mr. Mueller made a motion to approve the minutes with changes as presented. It was seconded by Mr. Hailey. There was no further discussion. Motion carried 5-0.

HMH Auxiliary

- Gun show concessions first weekend in March- The gun show concessions will be done by the hospital Auxiliary the weekend of the 6th or 7th of March, 2021. Any members that are part of the Auxiliary board might get a call to make some pies or some type of dessert for the event.

HMH Foundation

- No meeting for the month of January 2021. Mr. Hailey let everyone know the hospital golf tournament will be Saturday, September 18th, 2021. It will be a four person scramble tournament.

Administration Report

- Financial Report- Mr. Coffey gave a financial report for January 2021.
- Medical Staff Report- Dr. Reimer, Chief of Medical Staff gave a brief report on Mid-Level providers and what is expected when they cover ER shifts. First month they will be shadowing Dr. Reimer in the ER. Then the next month he will be shadowing them. It will roughly be a six month process until they will be covering shifts by themselves. Dr. Fatool will be starting her residency rotation here March 15th thru April 11th, 2021 as part of her third year elective rotation.
- Quality Reports
 - Complaints/Grievances- There were no complaints or grievances to report.
 - QAPI meeting minutes- Ms. Williams gave an update on the quality meeting for the month of January 2021. Mr. Mueller made a motion to approve the quality minutes as presented. It was seconded by Mr. Sullivan. There was no further discussion. Motion carried 5-0.
- **CEO Report- Mrs. Schmedemann**
 - Update of separating from the City- Mrs. Schmedemann congratulated the Board, on a successful couple of weeks.
 - Filing of Articles of Incorporation- Mr. Ramirez, hospital attorney has filed the Articles of Incorporation on behalf the hospital board to become a 501c3 corporation February 19th, 2021. Mrs. Schmedemann provided a copy to board members.
 - Next Steps- Mr. Ramirez provided Mrs. Schmedemann a draft of the proposed bylaws for the new corporation. Mrs. Schmedemann is in the process of reviewing them. Once she is done reviewing them, it will be sent out to the trustees to review. Mrs. Bettles would like to possibly have a special board meeting to go over all the bylaws once everyone has reviewed them. Discussion followed with Mr. Ramirez on the phone.
 - **Executive Session:** Mrs. Bettles made a motion to go into executive session to discuss legal matters related to the priorities and options with respect to the future relationship between the hospital and city of Herington pursuant to K.S.A 75-4319 (b) for 30 minutes to which authorizes consultation with an attorney for the hospital in executive session which would be deemed privileged in the attorney-client relationship in order to maintain the privilege. The executive session will include, Legal Counsel by phone, Board members, CEO, CFO. It was seconded by Mrs. Mayes. There was no further discussion. Motion carried 5-0. Executive session began at 6:37 p.m. At 7:07 p.m. Mr. Hailey made a motion to come out of executive session. It was seconded by Mrs. Mayes. There was no further discussion. Motion carried 5-0. No action taken.

Medical Staff Credentials

- New Privileges
 - None

- Reappointment of privileges
 - None

Old Business

- **None**

New Business

- **None**

Board Member Discussion

- Mrs. Mayes: Would like to know if anyone has looked into DOT physicals being done at the clinic. She has spoken with Kelly Trickey, APRN and she is possibly interested in doing them. Her husband has to get one for work and instead of driving somewhere else she would like to get it done here. It would be much more convenient for them. Mrs. Schmedemann and Mr. Coffey are going to look into that further.
- Mr. Sullivan: Thanked Mrs. Schmedemann and Mr. Coffey for everything they have been doing and believes the 501 c(3) is a wonderful step forward. He believes it's a whole new future for Herington Hospital.
- Mr. Mueller: Appreciates what everyone is doing. Is happy where things are going and he has wanted this for a long time.
- Mrs. Bettles- Read the following comments she wrote down over the last week she has been giving much thought to:
 - I read an article in the Abilene paper earlier this month about a discussion that was had at the Memorial Hospital board meeting regarding the number of rural Kansas hospitals at risk of closing. The statistic listed up to 500 nationwide and up to 76 of the 125 rural Kansas hospitals. That's a staggering number.
 - We have come so far in the last 3 years. When I think about how close we were to making a decision whether we would be able to remain viable, it makes me proud of the great strides that have been made. Isabel along with her administrative team have taken us from the lowest point to the most solvent position we have seen in a very long time. This has come from hard work, long hours, stress and tears. Our services have expanded and will continue to do so with a full contingent of physicians and staff. I am so proud of everything we have accomplished and look forward to where we are

going to grow from here.

- In that same train of thought, while it is not always a bad thing to take a glance back at where we've been, our most important goal should be to look to the future. We have so many things to look forward to and get excited about. I think it's ok to remember things in order to not repeat past mistakes, but we can't live there. Drudging it up gets us nowhere and takes some of the spark out of our anticipation of what is to come. As much as we don't appreciate it when we are reminded where we were, we don't need to remind others of it or keep dredging it up. There will always be those out there that can't see the positive side of anything or are quick to question our motives and intentions. Our job is to give the information about things as we can. Word of mouth is our best tool. So, for those of the community that we have the chance to share our story with, do so with pride and confidence. If you don't know the answer, assure them that you will get the answer or have Isabel or Bryan reach out to them if possible and then ask them to share the information with their friends, neighbors, relatives. The more people we have talking about the positive things going on at Herington Hospital, the more word gets out.
- Isabel, I think we all would like to let you know that you have our full support and confidence in the job you are doing. We are available for you to reach out to us when you need us. Our goal is to be here when needed but to give you the space and time to do your day-to-day tasks uninterrupted.
- The next few months are going to be very busy preparing for our new adventure as a Not for Profit. It's a very exciting and scary time for us. But it feels so good to move forward with the very thing we have wanted for many years!
- Last.... thank you all for the time and service you give to Herington Hospital. I don't know that I tell you enough how much I appreciate you all and am so honored to work with each of you
- Mr. Hailey- Appreciates Mrs. Schmedemann and Mr. Coffey for all their hard work and keeping the hospital going.

Adjournment

- Mr. Hailey made the motion to adjourn the meeting at 7:14 p.m. It was seconded by Mr. Sullivan. There was no further discussion. Motion carried 5-0.

Public attending:

Dr. Arlo Reimer
Stephanie Harrison
Casey Tyler
Nick Thimmesh

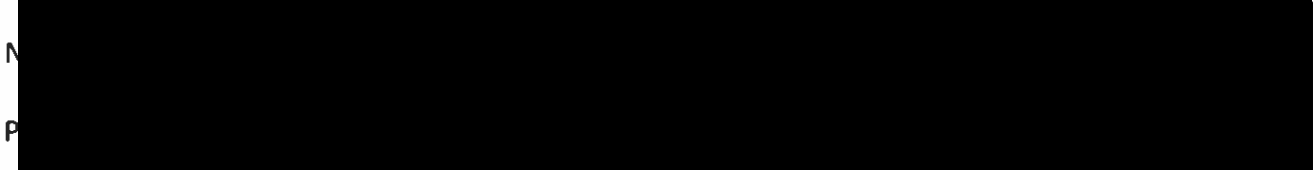


Advisory Board Application

OFFICE USE:	
Term Length	4 years
Appointed Date	
Expiration Date	4-30-2025

The City of Herington is committed to citizen involvement. A significant portion of that commitment involves our area residents' participation on advisory boards. We have found that the recommendations advisory boards present to the City Commission are invaluable in the decision making process. This questionnaire is designed to assist the City Commission in filling advisory board vacancies.

Advisory Board of interest to you Herington Public Library



➤ Why do you want to become a member of an Advisory Board?

I am an avid reader, a retired school teacher, and an involved citizen of our community. I want to be a part of keeping our library utilized to the best of its ability. Our library has much to offer to people of all ages.

➤ If you were to suggest goals to accomplish in the coming year for the current Advisory Board for which you are interested, what would they be?

- I want to see that the library continue with current programs and services provided,
- Due to pandemic, traffic through library more than likely was impacted; I'd like to see this increase,
- I would like to possibly see about providing book clubs for 4th-5th grades and 6th-8th grades. Keep passion of reading alive,
- Do we offer a way to get books to homebound people?

➤ Describe any past experiences you might have that would enhance the performance of this board.

A few years ago I was a member of the Herington Public Library board but had to resign due to a scheduling conflict. Having been an avid reader and having taught for 35 years, I understand the importance of putting books into people's hands. My goal is to ignite and continue passion for reading.

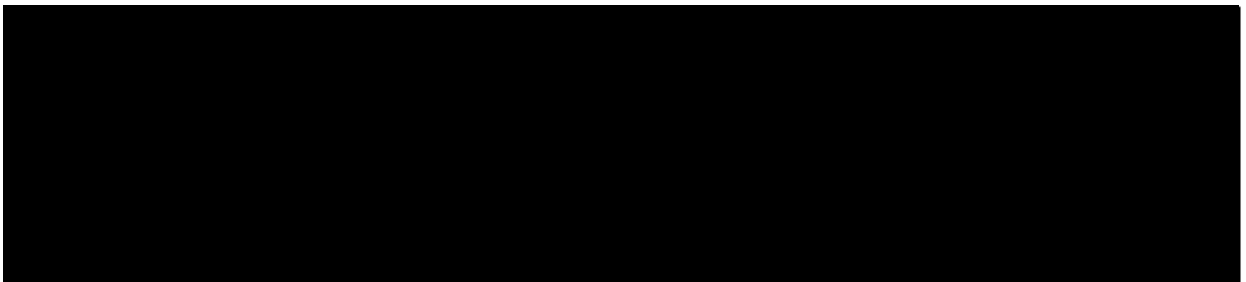
Thank you for your interest in the City of Herington Advisory Boards system. Please feel free to contact the City Manager or City Clerk at 785-258-2271 with questions regarding the Advisory Board of interest.

**City of Herington Housing Authority
201 E. Helen Street
Herington, Kansas 67449**

It is our policy to provide individuals with disabilities an equal opportunity to participate in and enjoy the benefits of our services, programs, and activities. In order for us to provide a suitable accommodation, we ask that you request what assistance is desired by contacting the Herington Housing Authority, 201 E. Helen Street, Herington, Kansas, 67449, at (785) 258-2510 or (587-2448) TDD Kansas Relay Center. We are here to assist you in the application process as well.

**Interest Form for Serving on the
Housing Authority Board of Commissioners**

Name Richard Idleman Date 02.29.2021



**The Herington Housing Authority Board of Commissioners governs all business of
the Herington Housing Authority.**

Following is a list of questions, which will allow the Mayor and City Commission to appoint the most qualified citizens to this Board. You must live within five (5) miles of the territorial city boundaries of Herington, Kansas and are encouraged to attach your resume to this Interest Form along with any other sheets needed to respond to the questions below.

Please state why you are interested in serving on this Board.

There is a need for board members who care about our community which I do.

Please specify what expertise, experience, and/or capabilities you would bring to this Board?

In business for 28 years have good communication skill have been involved in business finance as well strategic planning.

How much time are you willing to invest to this Board?

As much that is needed, I do have additional community interest I'm involved in at this time.

What would you like to accomplish while serving on this Board?

My goal is to assist in helping to assure those who have disabilities are given the utmost support while improving the current housing.

How will you accomplish this?

Through knowledge and understanding of what is available and finding what isn't available while working to make it available if possible.

What other boards (city, county, school, hospital, etc.) are you currently serving on?

NONE AT THIS TIME.

What other boards (city, county, school, hospital, etc.) have you served on in the past?

Personally, I give of my time in many areas that involve student athletes as well youth sports programs and assist young entrepreneurs. Have been involved in training young entrepreneurs in business leadership.

Please return this application to: City Clerks Office, City Hall, Herington, Kansas 67449.

PLEASE NOTE: When an opening on the Herington Housing Authority Board of Commissioner occurs, the position is advertised. The Mayor will review the current interest forms on file. Interest forms can be received at any time and will stay on file for approximately two years. If your form is selected, you will be contacted to confirm that you are still interested in serving on this board, committee, or task force before an appointment is made. If you wish additional information, please contact the Herington Housing Authority Administrative Office at 258-2510.

THANK YOU FOR YOUR INTERST IN SERVING THE CITY OF HERINGTON.

Below is a description of the role of a Housing Commissioner:

- Maintain regular attendance at Board meetings and functions.
- Set policies that govern the operations and chart the direction of current and future programs.
- Provide leadership and advocate for public housing programs.
- Ensure proper reviews and audits are completed within HUD's regulations.
- Hire a qualified Executive Director to manage day-to-day operations.
- Ensure financial solvency through the Operating Budget and the establishment of policies to prevent fraud, abuse, mismanagement, and discrimination.
- Work with staff, residents, news media, federal, state, and local government officials, and the community.
- Maintain the highest standards regarding conflicts of interests, confidentiality, and ethics.