

**MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES**

July 15, 2024

6:00 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 6:00 p.m. Presiding was Mayor Brent Allen, who called the meeting to order.

**COUNCIL MEMBERS PRESENT:** Trish Gerber, Tim Huntley, Todd Leeds, Grant Leach.

**OTHERS PRESENT:** Austin St. John, Debra Parker, J. T. Klaus, Chris Young, Joel Pile, Gordon Fell, Mike Robinson, Malissa Long, Wesley Bell, Hannah Bell, Shanna Smith-Ritterhouse, Derek Mason, Carmen Wathen, Michael Pickels, Julie Zeka, Jay Taylor, Amanda Taylor, Members of Scout Troop 888, and other interested citizens.

**PLEDGE OF ALLEGIANCE:** All stood for the Pledge of Allegiance led by Mayor Allen.

**APPROVAL OF REGULAR MEETING MINUTES:**

MOTION by Leeds, second by Huntley to approve the Regular meeting minutes dated July 1, 2024.

MOTION approved unanimously.

**CORRESPONDENCE:** Mayor Allen met with some senior citizens and answered questions about the parade route and access to the Senior Center.

**PUBLIC COMMENTS:** None

**APPOINTMENTS, AWARDS AND CITIATIONS:**

**1. 10 Year Service Award:**

Mayor Allen presented Wesley Bell, from the Public Works Department, with a 10-year service award and thanked him for his service.

**OLD BUSINESS**

**1. Ordinance Amending the City Code to Increase the Library Mill Levy:**

On April 15, 2019, the City adopted Ordinance No. 1514 which established a library mill levy limit of five (5) mills.

At the July 1, 2024, City Council meeting, Library Director, Shanna Smith-Ritterhouse requested an increase in the 5-mill cap to 6.75 mills. The City Council made a motion to instruct the City Attorney to prepare an ordinance amending the City Code to raise the Library's mill levy cap to 6.75.

MOTION by Leeds, second by Leach to adopt and approve Ordinance No. 1583 amending the mill levy limitation for library purposes for the City of Mulvane.

MOTION approved unanimously.

## **NEW BUSINESS**

### **1. Transient Guest Tax Request – Doc Sunback Film Festival:**

Mulvane Community Foundation Director, Malissa Long, requested transient guest tax funds in the amount of \$2,000 for the 8<sup>th</sup> annual Doc Sunback Film Festival, being held on July 19<sup>th</sup> and 20<sup>th</sup>. Film cast and crew from all over the state and US will come to share their work with our community. Long advised they were changing it to a pay what you can festival.

MOTION by Huntley, second by Leach to authorize the City Administrator to approve the 2024 request from the Doc Sunback Film Festival for transient guest tax funds in the amount of \$2,000. MOTION approved unanimously.

### **2. Old Settler's Special Event Designation:**

Planning & Zoning Director, Joel Pile, presented this item to the council. The 151st Annual Mulvane Old Settlers Celebration (MOS) will be held August 23-25, 2024. On Friday, August 23 & Saturday, August 24, 2024, the City, Chamber of Commerce, Twin Valley and Kansas Star Casino will jointly sponsor two Downtown Street Dances. The Mulvane Chamber of Commerce has made application to the City for a "Special Event" to offer for sale, sell, and serve alcoholic liquor and cereal malt beverages on Friday, August 23 & Saturday, August 24, 2024 from 12:00 noon to 12:00 midnight each day in a designated area consisting of the 200 block of West Main Street east to and including portions of 4th Street, Prather Street, Nessly Auto Park, Main Street Park and Cobb Family Historical Park.

The Special Event Premises includes public property owned by the City which requires a designation of a "Special Event" to allow the consumption of alcoholic beverages under Section 600.150 and Section 600.180 of the Code of the City of Mulvane. City Code makes provision for the issuance of temporary permits but does not normally allow the consumption of any alcoholic liquor or cereal malt beverage on public property within the City, except during "Special Events" of a specified time, place, and duration, upon approval by the governing body of the City.

Any and each applicant requesting a Temporary Event License shall pay the City, at the time of application, the required license tax (\$25 per day) as provided for in Section 100.240 of the Code of the City of Mulvane. In addition, per K.S.A. 41-1201 each applicant must electronically submit a state fee of \$25 per day for a State Temporary Event License. Both a City Temporary License and Kansas Temporary Permit are required to offer for sale, sell and serve on the Special Event Premises.

The Special Event was also requested last year. This year the request includes two (2) nights with expansion of the designated area and hours. The Council asked questions about enforcing the boundaries. Pile advised signs would be posted. Chamber volunteers and police officers will be aware of the boundaries to help with enforcement. It was also noted that First St. will be closed.

MOTION by Leeds, second by Leach to instruct the City Attorney to prepare a resolution for consideration at the August 5th City Council meeting which would authorize a Special Event Premises on public property in connection with the community's Old Settlers Celebration for the sale and service of alcoholic liquor and cereal malt liquor within the city limits and closes portions of Main Street, 4th Street and Prather Street to vehicular traffic during the specified Special Event. MOTION approved unanimously.

### **3. Consideration to Sell City Property:**

Planning and Zoning Director, Joel Pile, reviewed this item with the council. For several years, the condition of the property located at 616 W. Bridge had prompted many nuisance complaints. On June 8, 2023, the City purchased the property for \$5,000. On June 19, 2023, the City Council approved the low bid from H. Excavation, LLC in the amount of \$17,500 to demolish the structure at 616 W. Bridge.

According to Sumner County records the 2024 appraised value of the property is \$16,950. Unless the City applies for and receives a qualifying property tax exemption, each year the City must pay property taxes on the property and continue to mow and maintain the vacant lot. Staff suggested offering each of the adjoining property owners on Bridge Street the first opportunity to purchase the two (2) lots which adjoin their respective properties for \$8,475. If neither property owner accepts the offer to purchase the lots within thirty (30) days, then the City can advertise and entertain offers from anyone interested in purchasing the property.

Pile advised that the property is in a flood plain, so the use of the property or any improvements to the property would be restricted. Pile advised there is no current or future use of the property that would benefit the City.

MOTION by Huntley, second by Gerber to instruct staff to offer each of the adjoining property owners on Bridge Street the first opportunity to purchase the two (2) lots which adjoin their respective properties for \$8,475. If neither property owner accepts the offer to purchase within 30 days, advertise and entertain offers from anyone interested in purchasing the property.

MOTION approved unanimously.

### **4. Vehicle Purchase for City Administrator:**

City Administrator, Austin St. John, reviewed this item with the council. The City Council hired St. John in October of last year. At that time, he was asked to find a suitable administrative vehicle. The City is currently providing a vehicle allowance until a vehicle can be found.

St. John reviewed different ways to order/purchase vehicles for the City which included ordering in a Fleet ordering time period, ordering through the normal customer process, ordering using a state contract, or purchasing a vehicle straight off the lot. After considering all the options, and looking at available vehicles, St John is proposing the purchase of a fully electric vehicle instead of an internal combustion engine or hybrid.

Two quotes were received for electric vehicles. One is a 2024 Chevy Equinox EV with a price of \$47,248 and the other is a 2023 Ford Mustang Mach E with a price of \$53,138. The 2024 Chevy Equinox has an advertised battery range of 319 miles, compared to the advertised battery range of the 2023 Ford Mach E of 290 miles. Both vehicles have a comparative warranty of 8 years/100,000 miles on the battery components and 3 years/36,000 miles bumper to bumper. The Chevy also comes with roadside assistance of 5 years/60,000 miles and towing of 8 years/100,000 miles.

Some of the benefits of purchasing an electric vehicle include - Cost Savings on Fuel, Reduced Maintenance Costs, and Energy Efficiency. An EV would allow us to utilize our own electric utility. The city would need to install a standard 110 volt or 220 volt plug on the exterior of City Hall. The vehicle would require a heavier duty set of tires due to the increased weight of the vehicle compared to an internal combustion engine vehicle.

MOTION by Leeds, second by Leach to approve the purchase of the 2024 Chevy Equinox EV for \$47,248.

MOTION approved unanimously.

## **ENGINEER**

### **1. Project Review and Update:**

Phase 3 Main “A” Sanitary Sewer – Prepared cost opinions and staff memos for Phase 3 sanitary sewer improvements. Prepared preliminary concept layouts for replacing the Styx Creek Reinforced Concrete Box (RCB) culvert at Prather St.

GIS Mapping – Prepared CAD base map updates to include Nottingham, Hidden Valley, Harvest Point, and Emerald Valley 2<sup>nd</sup> Addition subdivisions, including record utility data for water, sanitary sewers, and storm sewers. Transferred CAD file and all ArcGIS files to GIS consultant.

Phase 1 Harvest Point Addition Infrastructure – The Contractor has completed shop drawings submittals and is scheduled to mobilize the site over the next 2 weeks. Preliminary street plans have been prepared and sent to Public Works for review.

Emerald Valley Estates 2<sup>nd</sup> Addition – Prepared preliminary design layouts for streets, sanitary sewers, storm sewers, detention pond, site grades, and street spot elevations.

West Main Street Drainage Improvements – Design plans and specifications have been completed. Bid documents are ready for advertising. City staff is coordinating work schedules to ensure the drainage project does not interfere with the Old Settler’s Festival.

## **CITY STAFF**

### **City Clerk:**

League of Kansas Municipalities Annual Conference - The annual conference will be October 10-12, 2024, at the Hyatt Regency Hotel in Wichita, Kansas. Registration is now open. The City Clerk will register anyone who wishes to attend.

### **City Administrator:**

City Administrator, Austin St. John, recommended going to the League Annual Conference. This provides a good opportunity to learn, and the conference will be held in Wichita. Mayor Allen also recommended attending the conference. The conference provides opportunities for networking and to speak with different vendors.

St. John reviewed the June Financial Report.

There were several members of Scout Troop 888 in attendance. Mayor Allen asked if they had anything they wished to share with the City Council. The scouts are working on a merit badge and were in attendance to observe and take notes. Mayor Allen thanked them for coming.

**City Attorney:** None

**CONSENT AGENDA ITEMS:**

MOTION by Huntley, second by Gerber to approve consent agenda items 1-3.

1. Payroll Dated 7/5/24 - \$271,424.32
2. Warrant Register - \$939,097.83
3. Purchase of Road Oil from Vance Brothers - \$28,370.00

MOTION approved unanimously.

**ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:**

No Council Workshop for July.

Next City Council Meeting – Monday, August 5, 2024 – 6:00 p.m.

**ADJOURNMENT:**

MOTION by Gerber, second by Leach to adjourn the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 6:32 p.m.

*Debra M. Parker*

Minutes by:  
Debra M. Parker, City Clerk