

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

October 19, 2020

7:30 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 7:30 p.m. Presiding was Mayor Shelly Steadman, who called the meeting to order.

**Council Members Present:** Nancy Farber Mottola, Kevin Cardwell, Brent Allen, and Terry Richardson.

**Others Present:** Kent Hixson, Mike Robinson, Debra Parker, Gordon Fell, Chris Young.  
Remote Attendance: J.T. Klaus

**Pledge of Allegiance:** All stood for the Pledge of Allegiance led by Mayor Steadman.

Councilmember Jenean Keck arrived at 7:32 p.m.

**Approval of Regular Meeting Minutes Dated 10-5-2020:**

MOTION by Mottola second by Allen to approve the Regular meeting minutes dated 10-05-2020.  
MOTION approved unanimously.

**Correspondence:** It was noted that before the meeting, Mayor Steadman advised Kent Hixson of a matter related to sprinkler head repair at K-15 and Rock Road.

**Review and Closing of the Agenda:** None

**Appointments, Awards and Citations:** None

**OLD BUSINESS**

**1. City Prosecuting Attorney – Approve Independent Contract:**

Larry Linn served as the City's municipal court prosecuting attorney since 2007. With the passing of long-time judge Duane Brown, Larry Linn was appointed to the judge position in September by the council. There has been an interim serving as the temporary city prosecuting attorney.

The City posted an advertisement for the city prosecuting attorney position on 9-11-20. Three attorneys sent letters and resumes to the City expressing interest in the position. Mayor Steadman and Chief Fell interviewed the three applicants. The Mayor recommends Joy K. Williams to be hired as the city prosecuting attorney.

There was discussion on the term date for the contract. It was determined to have it coincide with the appointment date of city officers in January.

MOTION by Mottola, second by Cardwell to approve the independent contract for the City prosecuting attorney position until January 3, 2022 with Joy K. Williams and authorize the Mayor to sign.

MOTION approved unanimously.

**2. Purchase Access Control System for City Hall:**

Van Asdale Construction began work on the remodel of the reception area at City Hall in late September. To add an extra layer of security to the office, staff would like to install a proxy card system to four doors of the building. Jeff from Van Asdale Construction and Scott Sellers from Gateway Wireless have met to coordinate the installation of this system if approved. IT Tech, Nathan Werth, will hook up the necessary networking for the system. This is the same system that is installed at the Police, Fire, and EMS #1 buildings.

Our City ID cards will be used as our access key. These cards are printed by Lowell Ester. If an ID card is lost, we can deactivate the card and print a new one. Staff is requesting 4 doors be equipped with the proxy card door readers: Interior Office Door into City Hall, Interior Office Door into Planning & Zoning, Back Door, and Back Carport Door. There are funds available in the Building Maintenance Fund #101-01-403. This item was planned for in the CIP.

The council had questions regarding the cost of the cards, how they would operate in case of an electrical outage and select personnel to maintain a hard key to the building.

MOTION by Allen, second by Mottola to approve the proposal from Gateway Wireless & Network Services to furnish and install four (4) Paxton Door controllers with proximity readers for City Hall, in the amount of \$7,051.00.

MOTION approved unanimously.

**NEW BUSINESS**

None

**ORDINANCES & RESOLUTIONS**

None

**ENGINEER**

**1. Project Review and Update:**

City Engineer, Chris Young, reviewed the project update with the council which included: E. Mulvane Street Drainage, Sanitary Sewer Study Update, Rock Road Water Line, Flood Mitigation Grant – English Park and Styx Creek Drainage Improvements, Decommissioning the Boxelder Power Plant, Sports Complex Maintenance Building, Homestead Phase 2 Development, and Hidden Valley Addition.

## MULVANE LAND BANK

MOTION by Mottola, second by Keck to recess the City Council meeting and convene as the Mulvane Land Bank.

MOTION approved unanimously.

MOTION by Mottola, second by Keck to approve the 9-09-2020 Land Bank Trustee meeting minutes.

MOTION approved unanimously.

MOTION by Mottola, second by Keck to approve the utility bill from the City of Mulvane in the amount of \$14.76 for the building at 201 W. Main Street.

MOTION approved unanimously.

MOTION by Allen, second by Cardwell to approve the invoice from *The Mulvane News* in the amount of \$39.00 for a Land Bank related publication.

MOTION approved unanimously.

The closing on the sale of 201 W. Main to Eric Gilbert is set for Friday, Oct. 23<sup>rd</sup>.

MOTION by Mottola, second by Keck to adjourn the meeting of the Mulvane Land Bank and reconvene as the Mulvane City Council.

MOTION approved unanimously.

**City Clerk:** None

**City Administrator:** Hixson advised the council that he was notified by Sedgwick County that the City will be receiving an additional \$65,000 in CARES funds. The council was asked if they had any suggestions for use of the additional funds. The city will use some of the funds to pay the entire cost of the Library drive-thru window. (The motion for this item will not need to be revisited). Staff is looking into purchasing partitions for the council bench and it was suggested to upgrade the technology in the council chambers and for the City Council. The City will receive a separate agreement for the additional funds.

**City Attorney:**

City Attorney, J.T. Klaus, requested an Executive Session for the purpose of discussing legal matters deemed privileged in the attorney-client relationship, for a period not to exceed fifteen (15) minutes to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION by Mottola, second by Allen to recess the City Council meeting to an Executive Session for the purpose of discussing legal matters deemed privileged in the attorney-client relationship, for a period not to exceed fifteen (15) minutes to include the Mayor, City Council, City Administrator, and the City Attorney, and to reconvene at approximately 8:10 p.m.

MOTION approved unanimously at 7:55 p.m.

MOTION by Mottola, second by Keck to reconvene the City Council meeting.

MOTION approved unanimously at 8:15 p.m.

Mayor Steadman announced that no decisions were made during the Executive Session.

**Consent Agenda Items 1 - 3:**

MOTION by Mottola second by Cardwell to approve Consent Agenda items 1 - 3.

1. Payroll dated 10-16-2020 (\$200,413.99)
  2. Warrant Register (\$779,654.81)
  3. Approve the utility write-off amount of \$10,458.30 for 37 accounts from 2017 unpaid finals. Councilmember Allen had some questions regarding the collection process for unpaid utility finals.
- MOTION approved unanimously.

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

- Monday, November 2nd - next council meeting @ 7:30 p.m.

**ADJOURNMENT:**

MOTION by Richardson, second by Cardwell to adjourn the City Council meeting at 8:17 p.m.

MOTION approved unanimously.

Minutes by:  
Debra M. Parker, City Clerk