

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

April 17, 2023

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 at 7:30 p.m.

**Council Members Present:** Tim Huntley, Kevin Cardwell, Amanda Ford, Brent Allen, and Nancy Farber Mottola.

**Others Present:** Mike Robinson, Debra Parker, Kent Hixson, Chris Young, Joel Pile, J.T. Klaus, Uri Clinton, Ryan Soultz, Carol Roberts, Ben Sciortino, Janie Rossillon, E. W. Stearn, Cindy Love, Clay Walker, Malissa Long, David Walker, Amy Houston, Gordon Fell.

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

**Approval of Regular Meeting Minutes Dated 4-03-23:**

MOTION by Mottola, second by Allen to approve the Regular meeting minutes dated 4-03-23.  
MOTION approved unanimously.

**Correspondence:** None

**Review and Closing of the Agenda:** Item #2 under Appointments, Awards, and Citations will be moved to New Business Item #1 so it can be entertained as an action item if the council wishes to approve the resolution.

**Appointments, Awards and Citations:**

1. **Arbor Day Proclamation:** Mayor Steadman read into the record a proclamation declaring April 25<sup>th</sup> as Arbor Day in Mulvane. Mayor Steadman will be at the Arbor Day celebration honoring the Mulvane Marauders who do many charitable things for the community.
2. **Certificate of Appreciation for Councilmember Amanda Ford:** Mayor Steadman presented councilmember Amanda Ford with a certificate of appreciation and thanked her for her dedicated service to the City of Mulvane and wished her the best of luck. Ford has made a positive impact in the community and has planned amazing events as the chamber director.

**OLD BUSINESS**

None

## **NEW BUSINESS**

### **1. Resolution in Support of the Diamond Jo Historic Horse Racing Casino Application:**

Ryan Soultz and Uri Clinton with Boyd Gaming, asked for support of the Diamond Jo Park City Casino for the development and operation of a historical horseracing machine facility. Boyd Gaming believes that their proposal is uniquely positioned to benefit the region and that Mulvane will continue to benefit from this partnership through the Diamond Jo Park City proposal.

If successful in being awarded the HHR permit, the Diamond Jo Park City location will serve the northern part of the Wichita metro area while also drawing new customers from places like El Dorado, Hutchinson, and Salina. This would allow Boyd Gaming to further grow their database and be able to cross-market both Diamond Jo and Kansas Star in a manner that will drive visitation to both properties.

The ability to demonstrate support from the City of Mulvane by a resolution would help demonstrate to the Kansas Racing & Gaming Commission that one of the key stakeholders supports the application.

MOTION by Mottola, second by Allen to adopt Resolution No. 2023-01 endorsing the application submitted by HHR Kansas, LLC (Boyd Gaming Corporation d/b/a Diamond Jo Park City) to the Kansas Racing and Gaming Commission for the development and operation of a historical horseracing machine facility in Sedgwick County, Kansas.

MOTION approved unanimously.

### **2. Transient Guest Tax Funds – Doc Sunback Film Festival Application:**

MOTION by Huntley, second by Cardwell to authorize the City Administrator to approve the 2023 request from the Doc Sunback Film Festival for Transient Guest Tax funds in the amount of \$2,000.00.

MOTION approved 4 - 0 with Allen abstaining.

### **3. Accept Resignation of Councilmember Amanda Ford and Review Replacement Process:**

Councilmember Amanda Ford informed the council that she and her family are moving out of state. Councilmember Ford submitted her letter of resignation. This will be her last meeting.

MOTION by Allen, second by Cardwell to receive and file the resignation of councilmember Amanda Ford effective April 30, 2023.

MOTION approved 4 - 0 with Ford abstaining.

City Attorney, J.T. Klaus, reviewed the process for filling the unexpired term of councilmember Ford.

1. The Mayor appoints an “elector” (a person over 18 years old residing in the city limits) to fill the vacancy.
2. The remaining members consider the appointment and make a motion to “Approve the Mayor’s Appointment of X to the City Council.”

3. Assuming majority approval of the remaining council, have the person sworn in as a councilmember within 30 days of the council's approval, and, in any event, finish the whole process within 60 days of the resignation.

### **MULVANE HOUSING AUTHORITY**

The City Council serves as the Mulvane Housing Authority (MHA). The primary purpose of the Housing Authority was to oversee the 23-unit Quad County Manor housing complex. The Quad County Manor managing agent is Carol Roberts.

MOTION by Mottola, second by Huntley to recess the City Council Meeting and convene as the Mulvane Housing Authority.

MOTION approved unanimously.

MOTION by Mottola, second by Cardwell to approve the Mulvane Housing Authority meeting minutes dated 8-15-22.

MOTION approved unanimously.

Carol Roberts presented the agent's report to the council. Roberts reviewed some maintenance issues that have been addressed and fixed. Another item discussed was an outdated alarm system that is not working. The cost of a new system is expensive and with the current rental income, funds are not available to replace this optional feature. The council expressed their desire for good, safe living conditions and tenants treated with dignity and respect.

Roberts indicated unless the tenants advise her, she is not always aware of maintenance issues or concerns. There needs to be a balance in communication with the tenants, manager, and the MHA. It was suggested to have a survey tenants could complete indicating their concerns. Roberts posts her contact information along with the hours she will be available for residents to visit with her regarding any concerns. Roberts will present a report to the MHA quarterly.

MOTION by Mottola, second by Huntley to accept the QCM managing agent's report.

MOTION approved unanimously.

MOTION by Allen, second by Huntley to adjourn the Mulvane Housing Authority meeting and reconvene the regular City Council meeting of 4-17-23.

MOTION approved unanimously.

### **LAND BANK**

MOTION by Mottola, second by Cardwell to recess the 4-17-23 City Council meeting and convene as the Mulvane Land Bank Board of Trustees.

MOTION approved unanimously.

MOTION by Allen, second by Huntley to approve the 4-03-23 Land Bank Trustee meeting minutes.

MOTION approved unanimously.

MOTION by Mottola, second by Allen that the Mulvane Land Bank Trustees approve a check in the amount of \$106.00 to the Sumner County Treasurer as a recording fee for the Notice of Agreement and Right of First Refusal for property at 201 W. Main.

MOTION approved unanimously.

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

MOTION approved unanimously.

## **ENGINEER**

### **1. Rock Road Force Main Project:**

The Rock Road Lift Station is located north of the Mulvane High School's Rock Road access drive and serves the High School, Country Walk apartment buildings, Homestead Senior Living, and the Vintage Bank property. Wastewater flowing from the lift station is pumped via force main into the Main "A" sewer basin.

In February of 2022 design plans were prepared to abandon the lift station and construct a gravity sewer to divert wastewater flow into the Main "B" sewer basin. The city was not successful in acquiring utility easements needed for the gravity sewer and the project was placed on hold.

In the latest sewer study update, the City's Main "A" sewer line is over capacity. The first phase of improvements to Main "A" is not anticipated to be completed until the fall of 2023. The remaining phases may not be completed until the fall of 2024, or later depending on construction and economic conditions.

To reduce wastewater flows into Main "A" and as an alternative to abandoning the lift station; wastewater flows from the Rock Road lift station could be diverted via force main from the lift station to the Main "B" sewer basin. Removing this volume from the Main "A" basin should allow the city to manage new sewer connections while Main "A" is under construction.

The costs to install a 4" force main (approx. 3.5-feet deep) would be substantially less than the proposed 8" gravity sewer (up to 25-feet in depth). The proposed force main would be in existing easements and City ROW. Lift station operating costs should remain relatively low since the station was updated in 2013 with new pumps, a new wet well top, and new control electronics.

A March 2022 project cost opinion for abandoning the Rock Road lift station and gravity sewer construction totaled \$412,547. Current pricing trends and inflation including an estimated 300% increase in PVC pipe could exceed \$750,000, plus the cost of easements. A preliminary opinion of project costs for constructing a 4" force main to divert flow in lieu of abandoning the lift station is approx. \$312,000. ARPA funds saved by constructing the proposed force main vs. gravity sewer

would be available to supplement the costs for constructing the Main “A” sewer improvements. An additional \$23,300 is available from engineering fees budgeted but not spent for bidding and overseeing the Rock Road lift station abandonment project.

Young & Associates, PA has prepared an engineering agreement for the above-described force main project, including field surveys, design development, the preparation of bid documents, and construction oversight totaling \$32,725.

MOTION by Cardwell, second by Huntley that the city enter into an agreement with Young & Associates, PA for providing design engineering and construction oversight services for modifications to the Rock Road lift station force main.

MOTION approved unanimously.

## **2. Project Review and Updates:**

Downtown Park: The Contractor is preparing a list of pay items for Construction Package No. 1 “Demolition and Utility Improvements” and a schedule for completing the work. A KDOT permit has been prepared and submitted. City staff are currently updating the certificate of liability as requested by KDOT and will return a signed permit for approval.

Sewer Main “A”: The Kansas Department of Commerce continues to review applications for the BASE 2.0 grant (“Building a Stronger Economy”). No grant award announcements have been made to date.

Electric Substation Improvements: A boundary survey of Lot 2, Mulvane Utility Park Addition (111<sup>th</sup> St. Power Plant) has been completed. A boundary map is being prepared and scheduled to be completed the week of April 12<sup>th</sup>.

## **CITY STAFF**

### **City Clerk:**

#### **1. City Clerk - City Administrator Search Process - Review LEAPS Marketing Packet:**

At the 1/16/23 City Council meeting, Kent Hixson gave his Notice of Intent to retire as the City Administrator on October 6, 2023. Mayor Steadman reached out to the League of Kansas Municipalities to research the services they may be able to extend to the City of Mulvane for the candidate search, selection, and hiring process.

On February 6th, the council accepted the League of Kansas Municipalities (LEAPS) proposal to assist the city in the search for the hiring of the next City Administrator. On March 6th, the council approved the Contract, Questionnaire, and Job Description.

The League provided a Draft Advertisement, Community Profile, Social Media Ads, and Recommended Advertising Locations for review and approval. Mayor Steadman reviewed the suggested changes to the marketing packet with the council. The City Clerk will forward the suggested changes to the League.

MOTION by Mottola, second by Cardwell to approve the final LEAPS City Administrator search packet contingent upon changes provided by the mayor, council president, and city attorney, with final approval by the mayor, or her designee, and city attorney.

MOTION approved unanimously.

**2. Move July 3<sup>rd</sup> meeting to July 5<sup>th</sup>:**

Per Section 105.020 of the City Code regular meetings of the Council shall be held in the City Building on the first (1st) and third (3rd) Mondays of each and every month at 7:30 P.M. When Monday falls on a legal holiday, the meeting shall be held the next Wednesday at the same hour.

The first (1st) regular meeting in July is scheduled for Monday July 3rd. This is not a legal holiday, and it is a working day for the city. Staff asked the council if they wished to stay with the Monday July 3rd meeting date or move it to Wednesday, July 5th for a potential 4-day weekend.

MOTION by Mottola, second by Huntley to approve moving the first meeting in July to Wednesday, July 5th, 2023.

MOTION approved unanimously.

**City Administrator:** None

**City Attorney:** None

**CONSENT AGENDA ITEMS 1 - 2:**

MOTION by Allen, second by Mottola to approve consent agenda items 1 - 2.

1. Payroll dated 4-14-23 (\$224,356.43).
2. Warrant Register (\$1,191,264.98).

MOTION approved unanimously.

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

- Next council meeting – Monday, May 1st @ 7:30 p.m.

**ADJOURNMENT:**

MOTION by Allen, second by Mottola to adjourn the City Council meeting.

MOTION approved unanimously 9:00 p.m.

*Debra M. Parker*

Minutes by:  
Debra M. Parker, City Clerk