

**MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES**

July 21, 2025

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:** Grant Leach, Trish Gerber, Todd Leeds, Kurt Westfall, Tim Huntley.

**OTHERS PRESENT:** Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Mike Robinson, Chris Young, Marsha Landis, Jennifer Sanders, Matthew Tucker, Jeanette Moore, Gordon Fell.

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

**APPROVAL OF REGULAR MEETING MINUTES:**

MOTION by Leach, second by Gerber to approve the Regular meeting minutes dated July 7, 2025. MOTION approved unanimously.

**CORRESPONDENCE:** Councilmember Leeds had concerns regarding tree limbs being hauled to the Sports Complex and leaving a mud-pit once they are burned off. It was suggested to bring in gravel for the area.

There were also concerns about the truck traffic tearing up Webb Rd. between 111<sup>th</sup> and 103<sup>rd</sup> due to the new housing developments. It was advised that the road belongs to the County.

Councilmember Huntley asked about the timeline for the completion of Third St. from the Main “A” Sewer Project and having it done by Old Settler’s. City Engineer, Chris Young, advised there have been delays due to rain, and will get an update.

**PUBLIC COMMENTS:** None

**APPOINTMENTS, AWARDS AND CITATIONS:**

**1. Dear Neighbor Day Proclamation:** Mayor Allen read a Proclamation declaring August 9<sup>th</sup> as Dear Neighbor Day honoring the sisters who have faithfully served the City of Mulvane for 75 years through their ministry at Villa Maria. The Proclamation was presented to Marsha Landis and Jennifer Sanders.

The council was invited to attend the 75<sup>th</sup> Anniversary Celebration at the Villa Maria on Saturday, August 9<sup>th</sup>.

**OLD BUSINESS**

None

## **NEW BUSINESS**

### **1. Engagement Letter with FORVIS for 2024 Audit:**

City Clerk, Debra Parker, reviewed this item with the council. Every four years city staff develops a Scope of Service and Request for Proposal to perform the annual city audit. At the 8/1/22 City Council meeting the council accepted the proposal from FORVIS, LLP to provide annual city audit services through 2025. In accordance with the bid submitted by FORVIS, the fee for the City's 2024 annual audit is \$43,225.

In order to comply with the cash basis and budget laws of the State of Kansas, an annual engagement letter must be signed for these audit services.

MOTION by Huntley, second by Westfall to approve the engagement letter from FORVIS Mazars, LLP for the 2024 annual City audit in the amount of \$43,225.00.

MOTION approved unanimously.

### **2. Special Event Request from Mulvane Chamber for MOS:**

Planning & Zoning Director, Joel Pile, presented this item to the council. The 152nd Annual Mulvane Old Settlers Celebration (MOS) will be held August 21-24, 2025. On Friday, August 22 & Saturday, August 23, 2025, 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 22 & Saturday, August 23, 2025 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.

Mayor Allen wanted to make sure that the consumption area was clearly marked with signage. Pile advised there will be signs posted, and the area will be patrolled. Public Safety Director, Gordon Fell, advised that no problems are anticipated. Staff is working on traffic issues at First and Main and making sure it is blocked off.

Approving a Resolution would designate the MOS Downtown Street Dance as a "Special Event" and authorize the Mulvane Chamber of Commerce and any lawfully licensed permit holder to offer for sale, sell and serve alcoholic liquor and cereal malt beverages on the Special Event Premises during the specified time and duration of the event.

MOTION by Leach, second by Gerber to approve Resolution No. 2025-5 authorizing 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 closing portions of Main Street, 4<sup>th</sup> Street and Prather Street to vehicular traffic during the specified Special Event.

MOTION approved unanimously.

## RESOLUTION NO. 2025-5

A RESOLUTION OF THE CITY OF MULVANE, KANSAS AUTHORIZING A SPECIAL EVENT ON CITY PROPERTY IN CONNECTION WITH THE COMMUNITY'S OLD SETTLERS DAYS CELEBRATION FOR THE SALE AND SERVICE OF ALCOHOLIC LIQUOR AND CEREAL MALT LIQUOR WITHIN THE CITY LIMITS AND STREET CLOSING.

### **3. Accept Dedications to Plat for 111<sup>th</sup> Estates:**

Planning and Zoning Director, Joel Pile, reviewed this item with the council. This plat is a small tract (10.82 acres) outside the city limits, but within three miles of the city limits. The final plat was reviewed by the Subdivision Committee on June 6, 2025. The Mulvane Planning Commission voted to recommend approval of the 111<sup>th</sup> Estates Final Plat on July 10, 2025. The governing body must agree to accept the dedications, if any, shown on the plat or refer the plat back to the Planning Commission.

Councilmember Huntley, asked about the method of sewage disposal. It was advised that this will have an alternative on-site sewer system. The plat is required to go before the Sedgwick County Commission for review and acceptance.

Having reviewed the final plat for 111<sup>th</sup> Estates filed as S/D/ 2025-01.

MOTION by Gerber, second by Leach to accept the dedications, if any, shown on this plat and authorize the Mayor to sign.

MOTION approved unanimously.

### **4. Funding for Main "A" Sanitary Sewer Phase 4:**

City Attorney, J.T. Klaus, reviewed this item with the council. On July 7, 2025 the City Council approved a Notice of Award to Apex Excavating for constructing Phase 4 of the Main "A" Sanitary Sewer Improvement Project at an estimated cost of \$1,690,445. A Resolution has been prepared authorizing the construction of the Phase 4 Improvements and authorizing the issuance of General Obligation Bonds for the purpose of paying for the Project.

MOTION by Huntley, second by Gerber to adopt Resolution No. 2025-6 authorizing the construction of sanitary sewer improvements in the City of Mulvane, Kansas and authorizing general obligation bonds to be issued to pay certain costs of the improvements in an amount not to exceed the costs of such improvements.

MOTION approved unanimously.

## RESOLUTION NO. 2025-6

A RESOLUTION AUTHORIZING THE CONSTRUCTION OF SANITARY SEWER IMPROVEMENTS IN THE CITY OF MULVANE, KANSAS AND AUTHORIZING GENERAL OBLIGATION BONDS TO BE ISSUED TO PAY CERTAIN COSTS OF THE IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED THE COSTS OF SUCH IMPROVEMENTS.

## ENGINEER

### **1. Styx Creek Boundary Survey Agreement with BHC:**

As part of the Drainage Study of Styx Creek recommendations were made to reconstruct Styx Creek from the Arkansas River to Bridge St. The Drainage Study recommends improving the downstream portion of Styx Creek as a first phase to improving drainage in the creek. City staff requested proposals from surveyors for a property boundary survey to establish the location of the western line of the existing BNSF rail right-of-way as it extends south from K-53 Highway to the Arkansas River. The intent is to establish the location of the rail limits for future reference when considering drainage improvements to benefit the City. The area will be evaluated for future drainage improvements after the rail boundary is established. The City's long-term goal would be to increase the capacity of stormwater in Styx Creek.

At the June 16, 2025 meeting, the City Council reviewed the two (2) proposals received for the project. It was the consensus of the council to proceed with the preparation of an agreement with Brungardt Honomichl & Company P.A. (BHC). The agreement is now ready for council consideration.

MOTION by Leach, second by Huntley to approve an agreement from BHC in the amount of \$19,500.00 for boundary survey services as requested and authorize the Mayor to sign.  
MOTION approved unanimously.

### **2. English Park Pedestrian Bridge Notice of Award:**

The City is planning to construct a pre-manufactured steel pedestrian bridge to replace an existing wooden bridge damaged during flooding in 2016. Sealed bids for the construction of the English Park Pedestrian Bridge were received by the City on July 8, 2025. Two bids were received:

PSE Contractors, LLC - \$280,512.50  
Dondlinger & Sons - \$396,490.90

Staff recommends accepting the low bid from PSE Contractors, LLC and issue a Notice of Award. A 330-calendar day contract was specified in the bid documents. It was noted that due to the lead time of the project the grading work for the bridge in Styx Creek for bank stabilization would be done by the end of the year to help acquire points for the City's MS4 stormwater permit.

MOTION by Leeds, second by Huntley to issue a Notice of Award to PSE Contractor's LLC and authorize the City Administrator to sign.  
MOTION approved unanimously.

### **3. Emerald Valley 2<sup>nd</sup> Addition – Change Order #1 from Pearson Construction:**

During the pre-construction meeting, the City requested to delay the start of street construction to allow time for Public Works crews to complete electric installation inside street ROW. Above average rainfall was then experienced in June further impacting the street construction schedule. To ensure the quality of work without compromising efficiency or workmanship, Pearson is requesting an extension of additional working days, extending their Substantial Completion date from July 5<sup>th</sup> to July 31<sup>st</sup>. Staff recommend approving the additional 26-calendars days for street construction.

MOTION by Huntley, second by Leach to approve Change Order No. 1 with Pearson Construction, LLC as presented for additional contract time and authorize the Mayor to sign.

MOTION approved unanimously.

**4. Emerald Valley 2<sup>nd</sup> Addition – Change Order #2 from Pearson Construction:**

Storm sewer inlets were constructed by McCullough Excavating as part of the Grading and Utility Improvements for the development. Inlet tops were set on flat grades, similar to other installations. The street Contractor, Pearson Construction, suggested adjusting the inlet tops to match the adjacent pavement slope. The Contractor indicated this would provide a better appearance in the transition from curb and gutters to the inlet top. Public Works agrees and recommends the proposed inlet adjustments. A change order has been prepared to adjust the six (6) inlet tops for a total of \$10,000.

MOTION by Gerber, second by Westfall to approve Change Order No. 2 with Pearson Construction, LLC as presented for adjusting inlet tops for the total amount of \$10,000 and authorize the Mayor to sign.

MOTION approved unanimously.

**5. Project Review and Update:**

Main “A” Sanitary Sewer Improvements Phase 3 – Apex has completed all Phase 3 SS and MH installations. Warranty work on pavements at Bridge St. and Boxelder began on 7/16/25. Westbound traffic on Bridge St. will be closed from 7/16/25 to approximately 7/28/25. Third Street replacement needs to be completed.

Phase 1 Harvest Point – Kansas Paving has completed all punch-list work. McCullough Excavation has begun re-work associated with site grading.

Emerald Valley Estates 2<sup>nd</sup> Addition – A final walk-through inspection and substantial completion certificate was prepared for the grading and utility improvements performed by McCullough Excavation. Pearson Construction has completed finish grading in the ROW, pavement sub-grades and the AC pavement base lift for all streets.

English Park Pedestrian Bridge – Notice of Award previously approved for PSE Contractor’s LLC.

Water Distribution System Study – Additional water consumption reports have been provided. Water modeling of the City’s existing distribution system has been successfully performed. Pressure transducers will be placed on the fire hydrants to monitor pressure.

**CITY STAFF**

**City Clerk:** None

**City Administrator:** Austin St. John attended the Sedgwick County Association of Cities meeting. There was discussion about partnering with cities to file their MS4 reports and permits with KDHE.

Austin St. John attended the District Collaboration Board where the Register of Deeds spoke about the Property Fraud Alert program that Sedgwick County property owners can register for to monitor their property.

**City Attorney:** J.T. Klaus advised we should not underestimate the nature of the change in sponsorship of the Villa Maria. The Sister Adorers of the Blood of Christ have owned and operated the Villa Maria for 75 years and they transferred that sponsorship to the Catholic Care Center in Wichita. That is a tremendously big deal when you think about the impact on our community and what the corporation has provided this community over the last 75 years.

**CONSENT AGENDA ITEMS:**

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

1. Payroll Dated 7/18/25 - \$291,589.60
2. June Warrant Register - \$2,217,181.50
3. Purchase of Ferric Chloride from Brenntag - \$19,000

MOTION approved unanimously.

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

There will be no Council Workshop for July.

Next City Council Meeting – Monday, August 4, 2025 – 6:00 p.m.

**ADJOURNMENT:**

MOTION by Huntley, second by Westfall to adjourn the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 6:42 p.m.

Minutes by:

*Debra M. Parker*

Debra M. Parker, City Clerk

Minutes approved by the City Council August 4, 2025.