

MULVANE CITY COUNCIL REGULAR MEETING MINUTES

October 6, 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: Kurtis Westfall, Tim Huntley, Todd Leeds, Grant Leach.

OTHERS PRESENT: Austin St. John, Debbie Parker, J. T. Klaus, Joel Pile, Mike Robinson, Chris Young, Gordon Fell, Terry Lane, Rose Mary Saunders, Kaylie Mistretta, Malissa Long, Jazmine Nelson, several members of the Peck Ramblers 4-H Club, 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 Leach, second by Huntley to approve the Regular meeting minutes dated September 15, 2025.

MOTION approved unanimously.

CORRESPONDENCE: Councilmember Leach met with a resident in the Willowdell neighborhood that was concerned about tree limbs that have fallen into Styx Creek. There was concern about children playing on the limbs.

Councilmember Leeds had a citizen ask if we broadcasted the council meetings. City Administrator, Austin St. John, advised that we do not have all the necessary equipment to live stream at this time.

PUBLIC COMMENTS: None

APPOINTMENTS, AWARDS AND CITATIONS:

1. 20 Year Service Award for Damon Wilson:

Mayor Allen recognized Wastewater Plant Operator, Damon Wilson, for 20 years of dedicated service to the City of Mulvane. Wilson was unable to be present to accept his certificate.

2. 4-H Week Proclamation:

Peck Ramblers 4-H Club President, Jazmine Nelson, along with several club members, were present to promote 4-H Week, October 5th – 11th. This week is dedicated to celebrating the 4-H program and its impact on youth development.

Mayor Allen read the Proclamation and presented the members with the Certificate of Proclamation.

3. Public Power Week Proclamation:

Mayor Allen read a Proclamation to recognize Public Power Week, October 5th – 11th. This week is designated to recognize the City of Mulvane for its contributions to the community and to educate customer-owners, policy makers, and employees on the benefits of public power.

OLD BUSINESS

1. Public Hearing for CDBG Funding for ADA Project:

Rose Mary Saunders, with Ranson Financial, reviewed this item with the council. Professional Engineering Consultants (PEC) has completed a Preliminary Engineering Report (PER), for participating businesses, which includes documentation of the existing condition of the entryways with an overall plan to improve the sidewalk, entryways, and accessibility to make the entryways ADA compliant.

On September 15, 2025, the City Council approved sponsorship of the CDBG application and set the public hearing date for October 6th. CDBG had questions regarding the cost estimate of the project. To allow time for the questions to be addressed, and due to publication deadlines, Saunders is requesting that the City Council reschedule the public hearing to October 27th.

The City Attorney will review the agreements and resolutions prior to the next City Council meeting. It was noted that the agreements will need to be with the property owners.

MOTION by Huntley, second by Leach to reschedule the CDBG Public Hearing to October 27, 2025, at 5:00 p.m. at City Hall.

MOTION approved unanimously.

NEW BUSINESS

1. API Agreement for Sr. Center:

Sr. Center Director, Kaylie Mistretta, reviewed this item with the council. The Mulvane Senior Center distributes and serves daily meals to both homebound and congregate seniors to ensure they receive nutritious meals. The Mulvane Senior Center is responsible to be open Monday through Friday from 10:00 a.m. to 1:00 p.m. excluding holidays listed in the Agreement.

MOTION by Leach, second by Westfall to approve the Agreement for Meals on Wheels and Friendship Meals for the Mulvane Senior Center between the City of Mulvane, Kansas, and Aging Projects Inc. for the 2026 budget year.

MOTION approved unanimously.

2. Resolution Authorizing a Special Event:

Planning and Zoning Director, Joel Pile, reviewed this item with the council. The Mulvane Chamber of Commerce has requested authorization for a Special Event on Sunday, October 12, 2025, from 11:00 a.m. to 4:00 p.m. in conjunction with the last “Market on Main” for 2025. The Chamber would like to have a vendor selling beer for consumption on site during the Octoberfest themed event. The designated consumption area consists of Prather Street from Main Street, east to the Styx Creek Bridge, and Nessly Auto Park.

It was noted that the street closure will be from 11:00 a.m. to 4:00 p.m. and the sale and service of alcohol will be from 12:00 noon to 4:00 p.m.

MOTION by Huntley, second by Leeds to approve Resolution No. 2025-8 authorizing a Special Event Premises on public property in connection with the October 12, 2025 “Market on Main” for the sale and service of alcoholic liquor and cereal malt liquor within the city limits and closing portions of Prather Street to vehicular traffic during the specified Special Event.

MOTION approved unanimously.

RESOLUTION NO. 2025-8

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

3. VFA Grant Award:

Public Safety Director, Gordon Fell, reviewed this item with the council. The Kansas Forester Service funds the 2025 Volunteer Fire Assistance Grant Award. The Kansas Forest Share is 50% of the total amount approved, or \$4,999.00, whichever is less. Grant funds will be used to reimburse the purchase of equipment and safety gear. The equipment will improve the operations and safety of the firefighters on Wildland Responses.

MOTION by Leeds, second by Leach to accept the 2025 Volunteer Fire Assistance Grant.
MOTION approved unanimously.

ENGINEER

1. Project Review and Update:

Main "A" Sanitary Sewer Improvements Phase 3 – Contractor is completing punch-list items. Waiting on final pay application.

Main "A" Sanitary Sewer Improvements Phase 4 – Traffic control plans for Charles St. were prepared and sent to the City for review along with shop drawings. Waiting on the construction schedule from Apex.

Emerald Valley Estates 2nd Addition – McCullough Excavation is working on Change Order No. 1 and punch list items including seeding, erosion control, and general clean-up.

English Park Pedestrian Bridge – Shop drawings for the pedestrian bridge were anticipated to be received by 10/3/25. Young will check on the status.

Water Distribution System Study – The EPANET water model has been prepared, and test modeling of the City's existing water distribution system has been run. Public Works has completed field pressure data.

CITY STAFF

City Clerk: None

City Administrator: None

City Attorney:

1. Executive Session:

City Attorney, J.T. Klaus, requested an Executive Session to discuss matters pertaining to nonelected personnel for a period not to exceed twenty (20) minutes.

MOTION by Huntley, second by Leeds to recess this meeting to an Executive Session to discuss matters pertaining to nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel issues for a period not to exceed twenty (20) minutes and to reconvene at approximately 7:07 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 6:47 p.m.

MOTION by Huntley second by Leach to reconvene the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:11 p.m.

MOTION by Huntley, second by Leach to recess this meeting to an Executive Session to discuss matters pertaining to nonelected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing personnel issues for a period not to exceed ten (10) minutes and to reconvene at approximately 7:21 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 7:11 p.m.

MOTION by Huntley, second by Leach to reconvene the regular meeting of the Mulvane City Council.

MOTION approved unanimously at 7:24 p.m.

Mayor Allen advised that no decisions were made during the Executive Session.

CONSENT AGENDA ITEMS:

MOTION by Leach, second by Westfall to approve consent agenda items 1-6.

1. Payroll Dated 9/26/25 - \$254,105.80
2. City Utility Bills for August - \$17,318.06
3. Purchase of Light Poles and Hardware from Rensenhause - \$18,501.42
4. Emerald Valley Estates 2nd – Pearson Const. Pay Appl. #3 - \$102,972.89
5. Emerald Valley Estates 2nd – Pearson Const. Pay Appl. #4 - \$38,996.93
6. Warrant Register for September - \$1,211,968.01

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

Next City Council Meeting – Monday, October 20, 2025 – 6:00 p.m.

ADJOURNMENT:

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

MOTION approved unanimously at 7:25 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk

Minutes approved by the City Council 10/20/25.