

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

May 2, 2016

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:** Terry Richardson, Joe Johnson, Kevin Cardwell, Nancy Farber Mottola and Jenean Keck.

**Others Present:** Kent Hixson, Mike Robinson, Debbie Parker, J.T. Klaus, Brad Modlin, Dave Williams, Brian Bradshaw, Kyle McClellan, Brent Allen, Amy Houston, Judi Patterson, Don Williams, Chris Young of Young & Assoc., Shanna Smith, Library Director, Greg Vahrenberg of Piper-Jaffray, DeAnn Heersche and several LEOs members.

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

**Approval of Regular Minutes Dated 4-18-16:**

MOTION by Johnson, second by Mottola to approve the Regular meeting minutes dated 4-18-16.  
MOTION approved unanimously.

**Correspondence:** None

**Review and Closing of the Agenda:**

Mayor Steadman asked if there were any additions to the agenda?

Under Old Business Item # 2: Mayor will allow comments from the public regarding the use of the old public library.

**Appointments, Awards and Citations:**

Board and Commission appointments expire as of the first council meeting in May. The following action was taken to fill expiring or vacant board and commission positions.

**Library Board:**

MOTION by Mottola, second by Johnson to re-appoint Danielle Fells to a four year term and appoint Charlie Morgan to a four year term on the Mulvane Library Board.

MOTION approved unanimously.

**Planning Commission:**

MOTION by Johnson, second by Cardwell to re-appoint Jay Patterson – Sumner County Rural to a three year term, re-appoint Nancy Reed – Sedgwick County City to a three year term and re-appoint Paul Banzet – Sedgwick County Rural to a three year term on the Mulvane Planning Commission.

MOTION approved unanimously.

**Building and Trades Commission:**

MOTION by Johnson, second by Mottola to re-appoint Justin Cummins (Plumbing) to a three year term and appoint John Unger (public-at-large) to a three year term on the Mulvane Building and Trades Commission.

MOTION approved unanimously.

**Tree Board:**

MOTION by Keck, second by Richardson to appoint Kayla McCulloch to fill the unexpired term of Faye Oxley on the Mulvane Tree Board.

Mayor Steadman said she received another application today but that applicant could not attend the monthly Tree Board meetings that are held at 1:00.

MOTION approved 4-0 with Mottola abstaining due to a conflict of interest.

**Mulvane Recreation Commission:**

MOTION by Mottola, second by Cardwell to re-appoint Maxie Richardson to a four year term on the Mulvane Recreation Commission.

MOTION approved unanimously.

**Mulvane Historical Society:**

MOTION by Mottola, second by Cardwell to re-appoint Karen Holman to a four year term on the Mulvane Historical Society.

MOTION approved unanimously.

**City Staff Annual Appointments:**

MOTION by Mottola, second by Keck to appoint the following city staff:

City Clerk                                      Debbie Parker

Public Safety Director                      Dave Williams

City Attorney                                  J.T. Klaus

City Treasurer                                Debbie Plew

Deputy City Clerk                          Kent Hixson

Municipal Court Judge    Duane Brown

MOTION approved unanimously.

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**Old Business****1. Ambulance Service – Heart Monitor Purchase:**

The EMS was notified by the Kansas Board of EMS that we have been awarded a grant in the amount of \$19,958.14 towards the purchase of a Zoll X-series monitor that costs \$34,410.59. The city share would be \$14,452.45. The purchase of the monitor will include the monitor itself, 2 six-hour rechargeable batteries, cuff and thigh kit, reusable cable, adult sensor with connector, cuff for small child, and a cuff for child. This monitor will bring our total Zoll monitors to four, one for each ambulance.

A question arose during the April 18<sup>th</sup> meeting on why we chose a Zoll over a Physio monitor? The Zoll was selected as we currently use Zoll on three ambulances and a fire truck. There are two Zolls located in the Mulvane schools.

Our medics can be trained to use either monitor (Zoll or Physio Life Pak) and some have done so. We have several medics who came from Sedgwick County EMS who use the Physio monitor. The cost comparison shows that the Zoll monitor is about \$6,000 cheaper than the Physio. Both are expected to last about ten years before upgrades or replacement.

MOTION by Keck, second by Johnson to approve the purchase of the Zoll X-series monitor in the amount of \$34,410.59 from Zoll, using a Kansas Board of EMS Revolving and Assistance Fund (KRAF) grant in the amount of \$19,958.14. The remainder of \$14,452.45 to come from the Ambulance # 2, New Equipment line item.

MOTION approved unanimously.

**2. Old Library Use:**

The new library building will be ready for occupancy around June 1. Many citizens have asked, "What will the City do with the old library building?"

The council discussed the issue. Levi Nord asked that the building be used as a community room. He would like to hold a community theater in it. Don Williams of the Mulvane Old Settlers committee would like to hold a quilt show in the building during the Old Settlers Festival. The council decided to retain the building and have the city manage it like we do a city park (i.e. develop rules for renting the building to the public, etc.). Nancy Mottola wanted the council to consider allowing the Mulvane Chamber of Commerce director to have an office in the building. Staff will draft some rules and guidelines for allowing the public to rent the building for review by the council.

**3. Building Inspector- Planning Director retirement – discuss how to fill the position:**

The current building inspector/planning director plans to retire in December of this year.

Finding someone with the distinctly different skill sets in both building codes and inspection and planning and zoning will be very difficult.

With a memorandum of understanding (MOU) with each city, the MABCD does building inspection, codes and plan review with nine Sedgwick County cities and the unincorporated area of Sedgwick County.

The MABCD Director, Tom Stolz, is willing to meet with the city council and local contractors to explain how MABCD does business.

City staff will check to see if there is someone else who could provide the inspection service.

It was the consensus of the council to invite the MABCD Director to the 5-16-16 council meeting to visit about this issue.

**New Business**

**1. Lions Club – LEOS – Request to Reduce Fireworks Stand Fee:**

The Mulvane LEOS Club is planning once again to sell fireworks to raise money for funding of service projects as well as to provide the teenage members with leadership training and other social learning experiences. LEOS is asking the Mulvane City Council to continue its support by reducing the fireworks permit fee from \$6,000 to \$3,000. DeAnn Heersche and several LEOS spoke about the service projects they do in the community.

MOTION by Keck, second by Cardwell to approve the reduction in the fireworks permit fee from \$6,000.00 to \$3,000.00 for the Mulvane LEOS club.

MOTION approved unanimously.

**2. Financial Advisor Service Agreement:**

A municipal advisor, or financial advisor, provides advice to a municipal entity with respect to the issuance of municipal securities such as temporary notes or bonds. A municipal advisor does not participate in selling bonds to investors.

The street, sewer and water for the final phase of the Cedar Brook Addition will be bid in May. The City will need to issue temporary financing to pay for that infrastructure. When all construction is complete

and all cost is known, the City will issue General Obligation Bonds to replace that temporary financing. The cost of that infrastructure will be “special assessed” against the lots in the final phase of the Cedar Brook Addition.

In addition to the Cedar Brook financing, with interest rates at historical lows, there is a potential to refinance some existing city debt.

Staff is recommending Greg Vahrenberg of Piper Jaffray & Co. be retained to act as the City’s financial advisor. The Financial Advisor fees are paid from proceeds of the note or bond issue. The fee is contingent upon a successful sale and closing of the issue and, if the issue is not completed, no fee is payable to the Financial Advisor.

Mr. Vahrenberg spoke to the council about the number of area cities he works with.

MOTION by Mottola, second by Richardson to approve a financial services agreement with Piper Jaffray & Co.

MOTION approved unanimously

## **Resolutions & Ordinances - none**

### **Public Building Commission**

MOTION # 1: by Keck, second by Mottola to recess the City Council Meeting and convene as the Mulvane Public Building Commission.

MOTION approved unanimously.

MOTION # 2: by Mottola, second by Keck to approve the Public Building Commission Meeting Minutes dated 4-18-16.

MOTION approved unanimously.

The library director, Shanna Smith, was present to review the equipment purchases.

MOTION # 3: by Johnson, second by Mottola to approve the purchase of phones and paging system installation for \$3,406 from Communications Technology Associates.

MOTION approved unanimously.

MOTION # 4: by Johnson, second by Mottola to approve the invoice from Metro Appliances in the amount of \$6,858.00.

MOTION approved unanimously.

MOTION # 5: by Mottola, second by Cardwell to approve the invoice from Paul Saas & Associates in the amount of \$6,973.01.

MOTION approved unanimously.

MOTION # 6: by Cardwell, seconded by Richardson to approve Walz-Harman pay application # 13 in the amount of \$159,416.60.

MOTION approved unanimously.

Director Smith said the shelving has been sold and will be moved. Smith hopes to have the new library open by the end of May.

MOTION # 7: by Keck, second by Mottola to adjourn as the Mulvane Public Building Commission and reconvene the Mulvane City Council meeting.

MOTION approved unanimously.

**1. Engineer's Report/Project Review and Update:**

Chris Young of Young & Associates updated the council on the GIS mapping of city utility, new library construction progress, E. Mulvane Street drainage project, Cedar Brook 2<sup>nd</sup> Addition, Hunters Pointe Addition and the Villa Maria senior housing project drainage plan review.

**2. Villa Maria Senior Housing Addition:**

MOTION by Richardson, second by Keck that the City enter into an agreement with Young & Associates, P.A. in the amount of \$14,100.00 for providing Design Plan Review and Construction Oversight Services for the Villa Maria Senior Housing Addition, Phase 1 water main and sanitary sewer improvements. The cost to be paid for by the developer.

MOTION approved unanimously.

**UTILITIES DIRECTOR:**

**1. Purchase of Two Riding Mowers:**

Utility Director Brad Modlin explained the reasons for buying two mowers.

**Bid Summary:**

Ravenscraft Implement, Inc.	Mid Mount Kubota 72"	\$14,145.00
	Front Mount Kubota 72" RD	<u>\$14,845.00</u>
	Total	\$28,990.00
Ravenscraft Implement, Inc.	Mid Mount Grasshopper 72" RD	\$10,464.75
	Front Mount Grasshopper 72" RD	<u>\$10,346.56</u>
	Total	\$20,811.31
Prairieland Partners	Mid Mount John Deere 72"	\$9,420.27
	Front Mount John Deere 72"	<u>\$17,929.08</u>
	Total	\$27,349.35

MOTIONby Johnson, second by Cardwell to approve the purchase of two Grasshopper 72" zero turn mowers from Ravenscraft Implement, Inc. in the amount of \$20,811.31. Funds for this expenditure are available in the 2016 Sewer Wastewater Fund #513-11-616 and the Water RO Plant Fund # 707-00-408. MOTION approved unanimously.

**2. Purchase of a Combination Sewer Truck:**

Utility Director Brad Modlin explained the need for this equipment.

The Wastewater Department has a proposal to purchase a used demo combination sewer truck. A combination truck is used to clean and suck out debris from sewer mains simultaneously. Combination trucks have a vacuum to lift heavy debris and grit several feet. Utilities use combination trucks in a variety of ways. Removing grit from the manholes in our sewer collection system is a feature on this truck that we require. The combination truck has a jetter, root cleaning function. Another important use will be cleaning the larger sewer mains in our collection system. Our current jetter trailer does not produce the pressure, or have the volume in pumping capability required to adequately clean sewer mains over 10

inches in diameter. Our largest segment of line is over 17 inches in diameter.

A combination truck is by far the most efficient tool for accomplishing this task. In the past several years, we have retained Mayer Equipment, a sewer contractor, to remove grit from our sewer distribution and plant system. This costs up to \$5000.00 to \$15,000.00 a year on average.

The additional cost of the combination truck with the ability to remove grit will pay for itself in 3-5 years. This combination truck will last the utility department 20+ years.

Red Municipal & Industrial Equipment Company  
2014 Vac-Con V390/1000  
Amount:\$298,000.00

Funds for this expenditure are available in the 2016 Sewer Distribution-New Equipment Fund # 513-12-616.

MOTION by Keck, second by Mottola to approve the purchase from Red Municipal & Industrial Equipment Company for a 2014 Vac-Con V390/1000 Sewer Combination Truck in the amount of \$298,000.00.

MOTION approved unanimously.

**City Clerk:** Nothing

**City Administrator:** Nothing

**City Attorney:**

**Executive Session #1:**

Request an executive session not to exceed twenty-five (25) minutes to discuss matters privileged in the attorney-client relationship (offer to purchase land from the City). The executive session to include the Council, City Administrator, and City Attorney.

MOTION by Richardson, second by Keck to recess for a period not to exceed 25 minutes to discuss matters privileged in the attorney-client relationship with the Council, City Administrator and City Attorney. To return at 9:55 p.m.

MOTION approved unanimously at 9:30 p.m.

MOTION by Mottola, second by Cardwell to return to regular session at 10:00 p.m.

MOTION approved unanimously.

Mayor Steadman stated that no binding actions were taken in executive session.

**Executive Session #2:**

Request an executive session not to exceed ten (10) minutes to discuss matters privileged in the attorney-client relationship (offer to purchase land from the City). The executive session to include the Council, City Administrator, and City Attorney.

MOTION by Mottola, second by Keck to recess for a period not to exceed 10 minutes to discuss matters privileged in the attorney-client relationship with the Council, City Administrator and City Attorney. To return at 10:15 p.m.

MOTION approved unanimously at 10:00 p.m.

MOTION by Cardwell, second by Mottola to return to regular session at 10:17 p.m.

MOTION approved unanimously.

Mayor Steadman stated that no binding actions were taken in executive session.

**Consent Agenda:**

MOTION by Richardson, second by Johnson to approve the Consent Agenda as follows:

1. Employee Payroll dated 4-22-16 (\$189,930.67).
2. Triplett, Woolf & Garretson – March legal services (\$6,768.00)

MOTION approved unanimously.

**Announcements, Meetings and Next Agenda Items:** None

**Adjournment:**

MOTION by Mottola, second by Johnson to adjourn at 10:17p.m.

MOTION approved unanimously.

Debra M. Parker, City Clerk