

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

June 19, 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.

**Councilmembers Present:** Tim Huntley, Kevin Cardwell, Brent Allen, Kurtis Westfall, and Nancy Farber Mottola.

**Others Present:** Mike Robinson, Debra Parker, Kent Hixson, Chris Young, Joel Pile, Andrew Kovar, Rachael Blackwell, Shanna Smith-Ritterhouse, Gordon Fell, Shon Gerber, Aaron Snodgrass, Kaylie Mistretta, John Deardoff, Andrew Knight, Eva Stern, Cindy Love, Carol Elder, Janie Rossillon, Launa Volkman.

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

**Approval of Regular Meeting Minutes Dated 6-05-23:**

MOTION by Mottola, second by Huntley to approve the Regular meeting minutes dated 6-05-23. MOTION approved unanimously.

**Correspondence:** Several councilmembers received an email regarding the ability to drive a golf cart on Rock Road and a request to change the speed limit from 35 mph to 30 mph. Public Safety Director, Gordon Fell, explained that a golf cart is a slow-moving vehicle and per the STO, is not allowed on a state highway. Mayor Steadman will advise Linda Leatherman.

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

**Appointments, Awards and Citations:** None

**OLD BUSINESS**

**1. Splash Pad Park – Review Concept Plans:**

Aaron Snodgrass reviewed the brick color with the council. The color of the brick should match other buildings in the downtown area however it will not match Laurie's Kitchen wall. Snodgrass wanted to make sure the council was aware of this before proceeding. Snodgrass also reviewed the roof color for the restroom building. The roof color should match the museum. A name for the park can be determined in September or October.

## **NEW BUSINESS**

### **1. Annexation of Harvest Point Addition into the City (Ordinance and Resolution):**

The owners of real property situated near the intersection of 111<sup>th</sup> and Webb Rd. (the “Property”) submitted a petition to the City of Mulvane, Kansas (the “City”) to annex the Property into the City. The Property already adjoins the existing boundaries of the City. Under K.S.A. 66-1,176, when a city annexes land in a certified territory of a retail electric supplier (“Supplier”), it must (a) select a Supplier; (b) notify the Supplier regarding same; and (c) negotiate a franchise agreement with the selected Supplier. K.S.A. 66-1,176 requires the city to conclude certain findings to make its Supplier selection. The Resolution enumerates such findings, makes a Supplier selection, and provides a letter to Evergy notifying it of the Supplier selection.

The Property is currently undeveloped and receives no retail electricity service. The landowners desire to receive electricity service from the city. The City Council may approve adopting the proposed Ordinance to annex the Property. In such an event, the City Council should consider adopting the accompanying proposed Resolution to comply with its obligations under Kansas law with respect to selecting a Supplier and providing notification to other Suppliers.

The annexed Property is in a rural water district. The Property owner(s) will need to begin the process for extricating the Property from the rural water district.

MOTION by Mottola, second by Cardwell that the council adopt Ordinance 1570 annexing the property (commonly known as “Harvest Point Addition”) to the City and adopt Resolution #2023-2 to select the City of Mulvane as the retail electric supplier to the property as required by K.S.A. 66-1,176.

MOTION approved unanimously.

### **2. 616 W. Bridge – Review Demolition Bids:**

On June 8, 2023, the city purchased the property at 616 W. Bridge for \$5,000. The property is unsecure and a liability to the City. Despite being warned by the police and city staff to stay out of and off the property, people are removing items from the house and property. The property needs to be razed and cleaned off as soon as possible to limit the City’s exposure.

Demolition bids were received from H. Excavating, LLC (Jacob Humbolt) for \$17,500.00 and Central Flyway Excavation for \$18,600.00. Funds for the property demolition would come from the contingency fund.

Councilmember Mottola inquired about when it would be appropriate to choose a higher bid? City Attorney, Andrew Kovar, advised the council has the authority to choose what they believe to be the best bid, not necessarily the lowest bid.

MOTION by Westfall, second by Mottola to approve the low bid from H. Excavating, LLC in the amount of \$17,500.00 to demolish the structure at 616 W. Bridge.

MOTION approved unanimously.

### **3. Police Dept. Mobile Computer Purchase:**

For the past two years, the Public Safety Department has been working on their Mobile CAD Project. The department is ready to move forward with the purchase of mobile computer devices, docking stations, and power sources. Public Safety Director, Gordon Fell, reviewed the specifications of the mobile devices with the council and answered questions. Huber and Associates provided the specifications needed to run the mobile component. Mulvane IT Representative, Nathan Werth, reviewed multiple products and believes this product will meet the needs of the department. Fell advised the devices should have a lifespan of 5 years or more.

MOTION by Allen, second by Huntley to approve the quote from Turn-Key Mobile, Inc. in the amount of \$35,328.00 for the purchase of Mobile Computers, Docking Stations, and Power Sources.

MOTION approved unanimously.

### **4. Police Mobile Computer Aided Dispatch (CAD) Purchase:**

As part of the Public Safety Mobile CAD Project the addition of software is needed for the mobile devices. This allows the devices to be utilized on the scene anywhere officers may be. This will allow a secure point of communication from the patrol unit to dispatch. Officers will have the ability to see what Police, Fire, and EMS calls are coming in. Officers will have the ability to run local inquiries and have access to mobile records from the shared database with other jurisdictions in the State of Kansas that use this product. There is an initial fee of \$9,259.68 with a reoccurring annual fee of approximately \$3,100.00.

MOTION by Mottola, second by Huntley to approve the proposal for the implementation of Mobile Computer Aided Dispatch provided by Huber and Associates/ Enterpol.

MOTION approved unanimously.

## **ENGINEER**

### **1. Sewer Main A – Change Order #1 to APEX:**

APEX Excavating, LLC is constructing Phase 1 of the Main "A" Sanitary Sewer Project. An existing 8" SS was found crossing the proposed 24" SS. Additional work is required to address this conflict. Staff has reviewed the change order requested and recommends approving Change Order No. 1 in the amount of \$3,394.57.

MOTION by Huntley, second by Westfall that the city approve Change Order No. 1 to the Phase 1 - Main "A" Sanitary Sewer Improvements project in the amount of \$3,394.57 with Apex Excavating, LLC and authorize the City Administrator to sign.

MOTION approved unanimously.

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

City Engineer, Chris Young, reviewed the following projects with the council:

Splash Pad Park - Design plans are nearing completion, and the Contractor is making progress on demolition and on-site excavations. Geotechnical testing of on-site soil has been performed. The

soil was determined to have limited bearing capacity. Possible soil replacement and/or the use of flowable fill may be needed. The sewer main will need to be replaced in the alley. Design plans have been sent to KDHE.

Rock Road Lift Station - Preliminary plans have been completed and are being reviewed by Public Works. Final design plans and bid documents are being prepared, including the necessary KDHE permit application documents.

### **2024 BUDGET PRESENTATIONS**

Budget presentations were given by the following Department Heads:

Shanna Smith-Ritterhouse	Public Library
Gordon Fell	Public Safety
Kaylie Mistretta	Senior Center

### **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 Section 8 housing complex.

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

MOTION approved unanimously.

MOTION by Mottola, second by Huntley to approve the Mulvane Housing Authority Meeting minutes dated 5-01-23.

MOTION approved unanimously.

MOTION by Cardwell, second by Mottola to recess this Mulvane Housing Authority meeting to an Executive Session for the purpose of discussing matters involving non-elected personnel under K.S.A. 75-4319(b)(1) for the purpose of discussing non-elected personnel for a period not to exceed fifteen (15) minutes to include the MHA Chairperson, MHA Board Members, City Administrator, and the City Attorney and to reconvene in open session at approximately 9:00 p.m.

MOTION approved unanimously at 8:45 p.m.

MOTION by Mottola, second by Allen to reconvene the Mulvane Housing Authority meeting.

MOTION approved unanimously.

Board Chair Steadman advised that no decisions were made during the MHA Executive Session.

MOTION by Cardwell, second by Allen to receive and file the resignation of Carol Roberts as site manager for Quad County Manor.

MOTION approved unanimously.

It was the consensus of the Board to direct staff to take steps to contact other sources to provide a replacement.

MOTION by Mottola, second by Huntley to adjourn the Mulvane Housing Authority meeting and reconvene the regular City Council meeting of 6-19-23.

MOTION approved unanimously.

## **CITY STAFF**

**City Clerk:** None

**City Administrator:** None

Mayor Steadman requested an executive session to discuss matters involving non-elected personnel under K.S.A. 75-4319(b)(1) for the purpose of discussing non-elected personnel, to include the Mayor, City Council, City Attorney and the Consultant from the League of Kansas Municipalities for a period not to exceed one (1) hour and return to open session at approximately 10:10 p.m.

MOTION by Mottola, second by Allen to recess this meeting to an executive session to discuss matters involving non-elected personnel under K.S.A. 75-4319(b)(1) for the purpose of discussing non-elected personnel, to include the Mayor, City Council, City Attorney, and the Consultant from the League of Kansas Municipalities for a period not to exceed one (1) hour and return to open session at approximately 10:10 p.m.

MOTION approved unanimously at 9:10 p.m.

MOTION by Mottola, second by Huntley to return to open session.

MOTION approved unanimously at 10:12 p.m.

Mayor Steadman advised that no decisions were made during the executive session.

**City Attorney:** None

### **CONSENT AGENDA ITEMS 1 - 4:**

MOTION by Mottola, second by Huntley to approve consent agenda items 1 - 4.

1. Payroll dated 6-09-23 (\$242,356.30).
2. Warrant Register (\$947,219.76).
3. Approve the purchase of 45,000 lbs. of ferric chloride for \$19,600.00 and 45,000 lbs. of sodium hydroxide for \$19,600.00 at a total cost of \$39,200.00 from Brenntag.
4. Purchase of Type II Chat for slurry sealing operations from Williams Diversified Materials, Inc. in the amount not to exceed \$17,000.00.

MOTION approved unanimously.

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

- Next council meeting – Wednesday, July 5th @ 7:30 p.m.

**ADJOURNMENT:**

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

MOTION approved unanimously at 10:13 p.m.

*Debra M. Parker*

Minutes by:

Debra M. Parker, City Clerk