

**MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES**

September 18, 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.

**COUNCIL MEMBERS PRESENT:** Brent Allen, Tim Huntley, Nancy Farber Mottola, Kurtis Westfall, and Kevin Cardwell.

**OTHERS PRESENT:** Kent Hixson, J.T. Klaus, Mike Robinson, Chris Young, Joel Pile, Shon Gerber, Trish Gerber, Gordon Fell, Aaron Snodgrass.

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

**APPROVAL OF REGULAR MEETING MINUTES:**

MOTION by Mottola, second by Allen to approve the Regular meeting minutes dated September 6, 2023.

MOTION approved unanimously.

**CORRESPONDENCE:** Councilmember Cardwell was contacted by someone about the bathrooms behind the stage in the park not being opened for old settlers. Cardwell advised that he didn't think they had ever been open during old settlers but didn't know what the issue was there.

**REVIEW AND CLOSING OF THE AGENDA:** None

**APPOINTMENTS, AWARDS AND CITIATIONS:** None

**OLD BUSINESS**

**NEW BUSINESS**

**1. Accept Dedications to Harvest Point Addition:**

**Name of Landowner(s):** Murdock Properties, LLC (Louis Robelli and Eric Gilbert is a partner)

The final plat for the Harvest Point Addition at 111<sup>th</sup> and Webb Rd. a property owned by the school district. Purchased by a development entity to develop single family residential lots. It is 104 lots. Has been through a couple different renditions. Working on Annexation that has been corrected and the planning commission has heard the preliminary plat. They were going to do R-1 and R-1A, which R-1A is a smaller lot that would allow for tighter setbacks. To avoid any conflict or concern from the community the developer has changed those lots to meet all the R-1 Single-Family Residential zoning so there will be no R-1A in that subdivision.

There was one change. The name of Pearl St. so that it is not to be confused with Pearl Ave. that is in the southern parts of town. It will have another gem name.

The entire length of the project along Webb Rd. the planning commission is requiring that they submit a combination wall and landscape for complete screening along there.

Motion by Mottola, second by Cardwell to accept all dedications shown on the final plat of the Harvest Point Addition and authorize the mayor to sign.

MOTION approved unanimously.

## **2. Police Dept. – Derby Police Firing Range Project Assistance:**

In September 2012, the Mulvane Police Department/ City of Mulvane partnered with the City of Derby and City of Haysville to operate a joint gun range. This was due to the City of Mulvane's range being in poor condition and not meeting NRA standards. During this time the City of Mulvane contributed \$30,000 dollars towards the improvements of the joint gun range along with the City of Haysville.

In conversation with Chief Lee (Derby) prior to his retirement and now Chief Russell (Derby) along with Chief Whitfield (Haysville), there has been ongoing discussion regarding improvements to the gun range. One of the needed improvements is adding concrete to the range. This allows for a better training environment, operation during inclement conditions and brass removal. The City of Mulvane and City of Haysville plan to contribute \$15,000 each towards the concrete project of roughly about 7,000 square feet of concrete. Chief Russell is also improving other portions of the range (Target System, compressor, warning system for operation).

Motion by Huntley, second by Allen to approve payment to the City of Derby in the amount of \$15,000.00 for gun range improvements.

MOTION approved unanimously.

## **ENGINEER**

### **1. Downtown Park – Review features and furniture:**

Aaron Snodgrass reviewed benches, splash pad design, LED lighting, planter pots and fencing.

- Submittal No. 15 “Bench”, All aluminum silver without backs.
- Submittal No. 28 “Siding”, Straight Edge Panel – the architect is picking out the color and when received this will be brought to the council.
- Submittal No. 30 “Fencing”, All the way along Laurie’s wall all the way to the alley has structural steel posts that nail down to the existing footing that is there. This product is mounted across. They come in 16ft. boards, dark hickory alternating 4in. and then 6in. with 1in. space in between every slat. All the boards will be on one side. A 16ft. section will be installed with the spacing and the council can look at it and make any changes at that time.
- Submittal No. 29 “Planter Pot”, (3) Matte black planter boxes that will go outside of the park. Planters are made of aluminum. There are irrigation lines running through it.
- The roof decking was to be painted. Would like to put a soffit in there. Tung and groove metal that is white.

- Planter box that goes the length of the wall in front of Laurie's. There was a weather metal that was chosen, but a change will be proposed and brought back to the council at the meeting on Monday, October 2<sup>nd</sup>.
- Turf will go in two sections at the park. At the entrance and by the tree. Unknown if flame retardant.
- The lights will be on a push button system. LED lights will be inside the jets. This will be on a timer. The council wants to make sure the lights are on when the water is not running.

## **2. Sewer Main "A" Phase 1 Project:**

**Main "A" Sanitary Sewer Improvements:** On September 7<sup>th</sup>, representatives for the Contractor (Apex Excavating), City and Y&A met on site to perform a final walk-through inspection of the Phase 1 project site. On that date the Contractor confirmed the new sewer line and manholes had passed all required testing and the sewer was placed on-line. A punch-list of items to be completed by the Contractor has been prepared and provided to the Contractor together with a Certificate of Substantial Completion. The Contractor anticipates having all work completed and a final pay application requested in the next 30-days.

## **Sewer Main "A" Phase 2 Project:**

In November of 2022 the City modified the Main "A" Sanitary Sewer project scope from a single construction installation to multiple project phases. The smaller Phase 1 project and extended contract time resulted in obtaining (3) bids with significantly lower unit prices than was bid for the single Main "A" project.

Moving forward, the city has directed Y&A to prepare bid documents, conduct a bid opening and provide construction oversight for "Phase 2-Main A Sanitary Sewer Improvements". This phase would construct a new crossing of the BNSF RR and extend a new sewer from K-53 & Boxelder to Poplar St. Final plans for Phase 2 have been prepared and are being reviewed by Public Works staff.

Phase 1 was given a late start of 120 days and got better bids and Phase 2 Chris recommends 90 days. If there is pushback that will come up during the bid process and will be brought back to the council. There are 180 days in the contract.

Supply chain issues do not seem to be as prevalent as they were last year.

Y&A is currently working on Phase 2 bid documents and has proposed the following timeline for bidding and constructing Phase 2:

Complete Phase 2 bid documents and begin advertising for bids.....September 20, 2023

Bid Phase 2 Improvements..... October 19

Present Phase 2 bids and issue a Notice of Award..... November 6

Complete Phase 2 construction agreement and issue a Notice to Proceed...February 5, 2024

Complete Phase 2-Main A Const.....August 5<sup>th</sup>.

Motion by Allen, second by Westfall to approve supplemental engineering fees with Young & Associates, PA for Phase 2 Main “A” Sanitary Sewer Improvements in the Not-to-Exceed amount of \$61,700.

MOTION approved unanimously.

### **3. Project Review and Update:**

#### **Downtown Park:**

Snodgrass will be wrapping the project up at the end of October with the final inspection starting about mid-November.

#### **Rock Road Sewer Force Main - NTP for Nowak Const.:**

Rock Road lift station project waiting on word back from the Wastewater treatment staff. When contractors propose changes to the plans, specifications and bid documents this is taken back to staff. Minor change to directional drill all the way across the yard to the manhole. Must make sure certain things were done. Clearance from water lines and depth under the street. The Contractor provided more information for that and has been provided for review by city staff.

The contractor has everything ready to go.

#### **Sewer Main “A” Phase 1 Project:**

Punch-list was not unusual. Finish grading and some clean up were minor. The testing and the approval of the pipe and manholes (the system) all came in fine.

The warranty starts at substantial completion which was given maybe 2 weeks ago. Flow was allowed to be diverted into the line. When a project is completed and can be used for its intended purpose is substantial completion.

## **CITY STAFF**

#### **Deputy City Clerk:**

League Conference and Designation of Voting Delegates: The 2023 League Annual Conference will be October 7-9, in Wichita. If any council members wish to attend, please notify the clerk by September 21st so registrations may be completed.

The Annual Business Meeting and Convention of Voting Delegates will be on Monday, October 9th. The City may have up to two (2) Voting Delegates and two (2) Alternate Delegates. Designation of Voting Delegates must be done by City Council action. It was noted that the new City Administrator, Austin St. John, will be representing the City of Mulvane at the conference.

Huntley will be an alternate delegate.

MOTION by Mottola, second by Cardwell to appoint Brent Allen and Austin St. John as voting delegate(s) to the 2023 League of Kansas Municipalities Annual Conference.

MOTION approved unanimously.

Brent Allen did not vote.

**City Administrator:** Housing authority business- City Attorney circulated the purchase agreement for Larry’s consideration and the hope is that he would sign it and will be for

consideration on October 2<sup>nd</sup> meeting. The email was sent out to the USDA, Kent, City Clerk and Carol.

**City Attorney:**

**CONSENT AGENDA ITEMS:**

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

1. Payroll dated 9-15-23 (\$248,948.91).
2. Warrant Register (\$5,665,899.15).

MOTION approved unanimously.

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

Retirement Reception for Kent Friday October 6<sup>th</sup> from 2:00 p.m. to 4 p.m. at the pix. A special meeting is not needed if City business is not discussed.

Upcoming meeting in October or November the council will take up the issue of naming the park, if any community members have a group, person, topic feature of the park they would like honored in the name of the park they will need to bring this to the City Clerk along with whatever justification along with the idea.

Next City Council Meeting - Monday October 2<sup>nd</sup>, 2023, at 7:30 p.m.

**ADJOURNMENT:**

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

MOTION approved unanimously at 8:19 p.m.

Minutes by:  
Lachelle Tootle - Deputy City Clerk