

MULVANE CITY COUNCIL
REGULAR MEETING MINUTES

May 18, 2020

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: Nancy Farber Mottola and Barry Fleming.
Remote attendance: Kevin Cardwell.

Others Present: Kent Hixson, Mike Robinson, Debra Parker, Gordon Fell, Joel Pile, Jeri Myers, Treece Tovar, Tyson Osborn, Brad Modlin, J. T. Klaus, Josh Williams, and other interested citizens.

Remote attendance: Chris Young, Cathy Walker, Lachelle Tootle, Shanna Smith-Ritterhouse, Megan Bryant, Rachael Blackwell.

Note: Remote attendance is due to COVID-19 and social distancing. The council meeting is also being streamed live on the City's Facebook page.

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

Approval of Regular Meeting Minutes Dated 5-04-2020:

MOTION by Fleming second by Mottola to approve the Regular meeting minutes dated 5-04-2020.

MOTION approved unanimously.

Correspondence: Councilmember Mottola advised she received correspondence regarding the Kansas Department of Commerce CDBG grant. There were two (2) business owners that reached out in support of Mulvane moving forward with this. Mayor Steadman advised she had provided the information to Council President Mottola and City Administrator Hixson.

Review and Closing of the Agenda: Add Old Business Item 1(a). Sports Complex field rental and usage.

Appointments, Awards and Citations: None

OLD BUSINESS

1. COVID-19 Orders – City Guidelines Discussion:

On 3-16-20, the council adopted the “Mulvane COVID-19 Update/Guidelines”. On 4-30-20, the Governor released “A Plan to Reopen Kansas”.

The council discussed the Mulvane COVID-19 Guidelines and the Governor's Plan to Reopen Kansas (Executive Order 20-31 Phase 1.5). Each item of the Mulvane Guidelines was reviewed. The council decided Item #3 regarding the Mulvane Public Library, will be omitted. It was mentioned Item #5 had a "close through" date for the PIX Community Center. The guidelines for the PIX will continue as is until the next council meeting, with removal of the "close through" date.

MOTION by Fleming, second by Mottola to keep items 1, 2, 4, 5, 6, 7, 8, and continue the restrictions on the playground equipment, as it pertains to the guidelines set forth by the city, until the next council meeting.

MOTION approved unanimously.

1(a) Sports Complex field rental and usage:

Tyson Osborn spoke to the council on behalf of some of the baseball coaches in the area. He would like to have a clearly defined date or plan for allowing field use and asked about a partial refund for usage fees since teams were unable to practice.

City Attorney, J.T. Klaus, explained that according to the Governor's orders in Phase 1.5 it specifically omits organized sports facilities, tournaments, games, and practices. The City would not be able to make any exceptions to this. Once we move to Phase 2, there will still be some restrictions.

The council was asked about a partial refund since teams have been unable to practice for 2 months. It was suggested that Mr. Osborn contact Ticia Herd at the MRC regarding a partial refund of the fees charged.

Josh Williams asked when youth sports through the Rec will be allowed. There is uncertainty in the date since the phases for reopening are based on milestones reached.

2. City Swimming Pool – Discussion to open or not to open:

Pool Manager, Megan Bryant, addressed concerns regarding opening the pool this summer. Bryant has attended many webinars, reached out to area pool managers, and reviewed guidelines from the CDC, Ks. Rec. & Parks and the Governor's Plan to Reopen Kansas. To prevent the spread of COVID-19, and to maintain a safe environment for patrons and pool staff, the responsibilities placed on the young guards would be overwhelming. Bryant recommended to not open the pool this summer. It was the consensus of the council to not open the pool.

3. Covid- 19 Utility Bill Payment Arrangement Plan:

Per Governor Kelly's Executive Order, disconnects for non-payment have been temporarily suspended. The Executive Order was put into place on March 17th, 2020 and currently goes until May 31st, 2020. The City did not disconnect for non-payment of utility bills on March 20, 2020, April 20, 2020 and will not disconnect on May 20, 2020. There are currently seven (7) customers 3 bills behind and sixteen (16) customers 2 bills behind.

Utility Billing Clerk, Lachelle Tootle, reviewed the proposed re-payment plan with the council.

Customers will have 2 months for every bill they are behind to catch up on their utility bill. Ex: customers 3 bills behind, will have 6 months to catch up, customers 2 bills behind, will have 4 months to catch up and customers 1 month behind, will have 2 months to catch up.

Past due customers will be notified to contact city hall to make a payment arrangement. Payment arrangements must be made by May 31st. If no payment arrangement is made, the customer will be disconnected on June 1st.

MOTION by Fleming, second by Mottola to approve the COVID-19 special utility bill payment arrangement guidelines.

MOTION approved unanimously.

MOTION by Fleming, second by Mottola to approve June 1st disconnects for customers that do not set up a payment arrangement for outstanding balances from March 20th, April 20th, and May 20th due dates by May 31, 2020.

MOTION approved unanimously.

NEW BUSINESS

1. Community Development Block Grant – Covid-19 Funding Program Review:

Kansas counties and cities are eligible to apply for CDBG-CV grants through the Department of Commerce and will then work with local businesses and organizations to disburse funds. CDBG-CV Economic Development grants provide communities with funding to help local businesses retain jobs for low-to-moderate income people. To be eligible to receive a CDBG-CV Economic Development grant, the recipient business must be a for-profit business and retaining jobs for low to moderate-income people. There is \$9 million in CDBG funds available for COVID-19 related economic development activities, and funds are awarded on a first-come, first-served basis until all the funds have been distributed.

2. Community Development Block Grant – Covid – Economic Development Application:

Planning and Zoning Director, Joel Pile, explained the application process. The Department of Commerce began accepting applications on 5-12-20. The city submitted an application on 5-12-20, however the application was later moved to draft status because the application is considered incomplete until a public hearing is held. Each prospective applicant must hold a public hearing prior to applying for CDBG funding. Cities must publish notice of the public hearing a minimum of five full days before the hearing. The next publication date in the Mulvane News is May 21, 2020, with a hearing date of Wednesday, May 27, 2020. The city is requesting \$300,000 in CDBG grant funds for economic development.

MOTION by Mottola, second by Cardwell to establish Wednesday, May 27, 2020 at 8:30 a.m. at Mulvane City Hall as the time, date and place of a special City Council Meeting to conduct a public hearing regarding the city's intention to submit an application requesting \$300,000 in CDBG grant funds for economic development.

MOTION approved unanimously.

MOTION by Fleming, second by Cardwell to approve Resolution No. 2020-4 certifying proper legal authority and authorizing the Mayor to apply for CDBG-CV grant funds.
MOTION approved unanimously.

ORDINANCES & RESOLUTIONS

RESOLUTION #2020-4

A RESOLUTION CERTIFYING LEGAL AUTHORITY AND AUTHORIZATION TO APPLY FOR THE CDBG-CV FROM THE KANSAS DEPARTMENT OF COMMERCE

ENGINEER

1. Project Review and Update:

City Engineer, Chris Young, reviewed project updates with the council which included the Sanitary Sewer Study Update (installation of meters should be completed this week), Rock Road Water Line, Flood Mitigation Grant – English Park and Styx Creek Drainage Improvements, Decommissioning the Boxelder Power Plant, E. Mulvane Street Drainage (a temporary work easement may be obtained from Mr. Wathan), Sports Complex Maintenance Building and Homestead Phase 2 (waiting on Developers Agreement).

2. E. Mulvane Street Drainage Project- Accept Temporary Construction Easement for USD 263:

The City of Mulvane, in partnership with the school district, is proceeding with the E. Mulvane St. drainage project. The school district and City are sharing in the cost of this project.

The City Engineer recommended that the City acquire a 180 ft. x 60 ft. temporary construction easement from USD 263. The purpose of the easement is to provide a working area for the contractor to make the necessary project improvements.

MOTION by Mottola, second by Cardwell to accept the temporary construction easement agreement as granted by USD 263 for the E. Mulvane St. drainage project.
MOTION approved unanimously.

MULVANE LAND BANK

MOTION by Fleming, second by Cardwell to recess the City Council meeting and convene as the Mulvane Land Bank Board of Trustees.
MOTION approved unanimously.

MOTION by Cardwell, second by Mottola to approve the Land Bank Board of Trustees meeting minutes dated 3-16-2020.
MOTION approved unanimously.

MOTION by Mottola, second by Fleming to approve two invoices from Triplett Woolf Garretson LLC in the amount of \$413.00 for Land Bank related legal matters.
MOTION approved unanimously.

MOTION by Mottola, second by Cardwell to adjourn the meeting of the Mulvane Land Bank Board of Trustees and reconvene as the Mulvane City Council.
MOTION approved unanimously.

2021 Annual Budget Presentations:

Presentations were given by: Jeri Myers/Senior Center, Shanna Smith-Ritterhouse/Library, Joel Pile/Planning and Zoning, and Debra Parker/Administration.

City Clerk: Will contact VanAsdale Costruction for an update on the City Hall Reception Area Remodel.

City Administrator: The City is conducting interviews for the IT Position. Hiring for all other positions are currently froze.

City Attorney: None

Consent Agenda Item 1:

MOTION by Mottola, second by Fleming to approve Consent Agenda item 1.

1. Payroll dated 5-15-2020 (\$204,256.88)

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS AND NEXT AGENDA ITEMS:

- Monday, June 1st - next council meeting @ 7:30 p.m.

ADJOURNMENT:

MOTION by Fleming second by Cardwell to adjourn the City Council meeting at 9:07 p.m.

MOTION approved unanimously.

Minutes by:
Debra M. Parker, City Clerk