

MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES

January 4, 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.

**Council Members Present:** Tim Huntley, Brent Allen, Amanda Ford, Kevin Cardwell and Nancy Farber Mottola.

**Others Present:** Mike Robinson, Debra Parker, Kent Hixson, Chris Young, Joel Pile, J.T. Klaus, Gordon Fell, Carol Irvine, Angela Fox.

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

**Approval of Regular Meeting Minutes Dated 12-19-2022:**

MOTION by Allen, second by Huntley to approve the Regular meeting minutes dated 12-19-22.  
MOTION approved unanimously.

**Correspondence:** Mayor Steadman received information from the Mayor of Derby, Randy White, regarding the Sedgwick Co. Association of Cities. The Mission of the Sedgwick County Association of Cities is a coalition of municipal officials who seek to improve the quality of life in Sedgwick County through effective government. SCAC advocates for municipalities as the official voice of municipal governments and promotes good government through education, training, and leadership. Information regarding the next meeting will be passed onto the City Administrator.

**Review and Closing of the Agenda:**

New Business Item # 2 Mulvane Community Foundation 2023 funding request will be tabled until the next council meeting.

Engineer Item #1 Splash Park and Item #2 Sanitary Sewer Main A Project Phase 1 - APEX contract, will be tabled until the next council meeting.

**Appointments, Awards and Citations:**

**1. Annual City Staff Appointments:**

The City Code at Section 115.010 requires that five (5) City officers be appointed at the first City Council meeting in January. The Mayor, by and with the consent of the City Council, must appoint the following City officers: City Clerk, City Treasurer, Chief of Police/Director of Public Safety, Municipal Court Judge, and City Attorney. The mayor may also, by and with the consent of the City Council, appoint one or more Deputy City Clerks.

MOTION by Mottola, second by Cardwell to appoint the following officers for an annual term commencing January 2023.

City Clerk  
Police Chief  
City Attorney  
City Treasurer  
Deputy City Clerk  
Municipal Court Judge  
MOTION approved unanimously.

Debra M. Parker  
Gordon Fell  
J.T. Klaus  
Shelby Fawcett  
Lachelle Tootle  
Larry Linn

**OLD BUSINESS**

None

**NEW BUSINESS**

**1. Chamber of Commerce – FY 23 funding request:**

Beginning in 2016 the council approved giving the Mulvane Chamber of Commerce \$30,000 for the purpose of hiring and supporting a part-time director. The intent in recommending the original funding was to supplement the Chamber's other revenues streams (primarily membership dues) to encourage economic development. The City funds were never intended to fully fund the Chamber operations.

Councilmember, Amanda Ford, removed herself from her council seat to present this item. Ford distributed a 2022 Chamber Annual Report for council's review. Ford thanked the council for their funding support. Ford advised the Chamber would like to focus on networking and community. Ford would like to spotlight every chamber member in the coming year.

In order to comply with the cash basis law, a request must be made by the Chamber and approved annually, subject to renewal by the city council each year. The Chamber director is not an employee of the city but hired and supervised by the Chamber of Commerce Board. If approved, funds would come from the Contingency line item of the General Fund.

MOTION by Huntley, second by Allen to approve the Mulvane Chamber of Commerce 2023 request for funds in the amount of \$32,000.00.

MOTION approved unanimously.

Ford resumed her council seat.

**2. Consider Vacation Order for Pearl Street Right-of-Way (VAC-2022-02):**

Planning and Zoning Director, Joel Pile, advised the adjacent subject property was recently rezoned I-1 Light Industrial to allow for the creation of an outdoor recreational vehicle storage area.

Mayor Steadman called this agenda item which is consideration of an order vacating Pearl Street right-of-way east of Ash Avenue between 522 S. Ash & 602 S. Ash and gave opening remarks.

Mayor Steadman asked the City Council if any of them intend to disqualify themselves from discussing and voting on this Vacation Order due to any conflicts of interests or a particular bias on this matter.

There were none.

MOTION by Allen, second by Mottola to receive and file an excerpt of the unapproved Minutes of the Planning Commission meeting of December 8, 2022, at which PC Case #VAC-2022-02 was considered.

MOTION approved unanimously. (The excerpt of the Minutes constitutes a written summary of the public hearing conducted by the Planning Commission).

Mayor Steadman asked the City Council if any of them have received any ex parte verbal or written communications prior to this meeting which they would like to share with all the members at this time. It is not necessary to disclose the names of the parties, but to share important information.

There were none.

There were no members of the public present to speak on this case.

Mayor Steadman asked if there were any written communications or petitions from the public, or if any written objections to the petition been filed with the City Clerk?

There were none.

The petitioner was not present to speak on this issue.

Since there was no one from the public present to speak and the petitioner was not present, no final comments were needed.

Council asked about the notification of both owners on each side of the street where the Vacation Order is requested. It was indicated that the two owners are co-applicants of the petition.

MOTION by Mottola, second by Huntley to approve the Vacation Order vacating the Pearl Street platted right-of-way east of Ash Avenue between Block 1, Lot 7 and Block 10, Lot 12 of the Riverside Addition as recommended by the Mulvane Planning Commission in Case No. VAC-2022-02.

MOTION approved unanimously.

### **LAND BANK**

MOTION by Cardwell, second by Mottola to recess the 1-04-23 City Council meeting and convene as the Mulvane Land Bank.

MOTION approved unanimously.

MOTION by Mottola, second by Allen to approve the 8-15-22 Land Bank Trustee meeting minutes.

MOTION approved unanimously.

MOTION by Allen, second by Ford that the Mulvane Land Bank Trustees approve the Mulvane Land Bank Annual Report for 2022.  
MOTION approved unanimously.

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

## **ENGINEER**

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

City Engineer, Chris Young, stated that there is no action on the Rock Road Lift Station Abandonment at this time.

**City Clerk:** None

**City Administrator:** None

**City Attorney:** Reminder to all merchants and citizens of the Sales Tax change on unprepared food that took effect January 1, 2023.

### **Consent Agenda Items 1 - 4:**

MOTION by Mottola, second by Ford to approve Consent Agenda items 1 - 4.

1. Payroll dated 12-23-22 (\$235,973.23).
2. Annual maintenance & Support renewal for Tyler Tech - \$35,356.30.
3. City Utility Bills (\$22,070.01).
4. Approve the cost of renting a high-capacity pump from Mayer Specialty Services for \$11,800.  
Force main pigging.

MOTION approved unanimously.

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

- Next council meeting – Monday, January 16<sup>th</sup> @ 7:30 p.m.

### **ADJOURNMENT:**

MOTION by Mottola, second by Allen to adjourn the city council meeting.  
MOTION approved unanimously at 7:53 p.m.

Minutes by:  
Debra M. Parker, City Clerk