

MULVANE CITY COUNCIL
REGULAR MEETING MINUTES

July 5, 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, Brent Allen, Kurtis Westfall, and Nancy Farber Mottola.

Others Present: Debra Parker, Kent Hixson, Chris Young, Joel Pile, J.T. Klaus, Rachael Blackwell, Gordon Fell, Shon Gerber, Grant Leach, Eva Stern, Cindy Love, Kevin Baker, Clay Walker, Launa Volkman, Andrew Knight, and other interested citizens.

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

Approval of Regular Meeting Minutes Dated 6-19-23:

MOTION by Mottola, second by Huntley to approve the Regular meeting minutes dated 6-19-23. MOTION approved unanimously.

Correspondence: Mayor Steadman followed up with Linda Leatherman regarding golf carts on a state highway as referenced in the STO.

Review and Closing of the Agenda: Appointments, Awards, and Citations will be postponed until the recipient can be present. Addition of an Executive Session after the 2024 Budget Workshop. Addition of an Executive Session for the Mulvane Housing Authority.

Appointments, Awards and Citations: None

OLD BUSINESS

None

NEW BUSINESS

1. Sewer Dept. - Hydro-Excavation Vacuum Trailer Purchase:

Public Works/Utility Director, Kevin Baker, reviewed this item with the council. The Hydro-Excavation Vacuum Trailer the city currently owns is a 2006 Vermer. Over the past several years, the machine has not functioned sufficiently. Multiple issues have caused the machine to be out of service in the last 4 to 5 years.

A Hydro-Excavation Vacuum Trailer is used to safely locate and excavate around underground utilities, cut holes to set power poles, locate water valves in the street, etc. It is also used to clean

out storm water inlet structures that become packed with sand, dirt, and leaves. The Hydro-Vac uses a 6 gallon per minute 4,000 PSI water pump connected to a wash gun that breaks away the surrounding earth, while simultaneously vacuuming/excavating the mud and debris in the excavation area with a 1,000 CFM 15” blower w/reverse air flow. The excavated mud and debris is collected into a 500-gallon capacity holding tank, which once full, can be transported to a dump site for disposal.

Out of the three vendors, two provided demos of their proposed units (RED Equip. & Contractor Solutions). City staff also spoke with current operators who use these machines in other areas. The best feedback received was for the Ringomatic Hydro-Excavator in addition to our own analysis of it being the best, most powerful, operator-friendly machine. The overall set up, power and performance were best on the Ringomatic Hydro-Excavator from Contractor Solutions. The machine will also come equipped with a hydraulic water valve exerciser.

Bids were received from the following three (3) vendors:

| | | |
|----------------------|-----------------------------|----------------------|
| <u>Key Equipment</u> | <u>Contractor Solutions</u> | <u>RED Equipment</u> |
| \$163,750.00 | \$183,561.00 | \$211,278.90 |

MOTION by Huntley, second by Allen to approve the purchase of 1 (one) Ringomatic 550 Hydro-Excavation Vacuum Trailer per specifications from Contractor Solutions in the amount of \$183,561.00.

MOTION approved unanimously.

2. Sewer Main Replacement in Alley from Prather to First St.:

Public Works/Utility Director, Kevin Baker, reviewed this item with the council. The sanitary sewer main which will capture the excess water from the splash park will be directed into the city’s sanitary sewer in the 100 blk. of W. Main St. in the alley adjacent to the splash pad park. The SS main is an 8” sewer main and is approximately 310’ in length. After using the city’s SS camera to inspect the line it was determined the sewer main is badly deteriorating and needs to be replaced prior to the splash park construction. This will provide a reliable means of discharge into the city’s SS infrastructure. The scope of work will also include installation of a cleanout, reconnects to the current active SS service connections within the 310’ span, and connection to the existing manhole located on Prather St.

Bids were received from the following three (3) vendors:

| | | |
|------------------------|-------------------|--------------------------|
| <u>Apex Excavating</u> | <u>Dondlinger</u> | <u>Padget Excavation</u> |
| \$49,765.00 | \$93,250.00 | \$119,980.00 |

MOTION by Allen, second by Westfall to approve the installation of 310 ft. of 8-inch PVC sanitary sewer pipe in the 100 block of W. Main St. to Apex Excavating in the amount of \$49,765.00 with a contingency of \$15,000.00.

MOTION approved unanimously.

City Attorney, J.T. Klaus, had concerns regarding the drains in the alley covered with dirt and debris. Business owners that will be affected by this project would appreciate communication from the contractor. The Public Works/Utility Director, Kevin Baker, will follow up on these issues.

3. Review Purchase Agreement for Property at 208 N. Second St.:

On May 1, 2023, the City Council exercised its right of first refusal to purchase the property at 204 N. 2nd Ave., Mulvane, Kansas. Closing took place on May 25, 2023, with the city taking possession on Saturday, May 27, 2023.

On May 23, 2023, the City Attorney inquired of the landowner at 208 N. 2nd (the “Property”) (adjacent to 204 N. 2nd), of the potential availability of the City purchasing the Property. Mrs. Shoemaker agreed and executed a Real Estate Purchase Agreement on June 24, 2023.

The purchase price for the property will be \$10,000, plus closing costs. Upon approval of the agreement by the City Council, the City will deliver \$500 in earnest money to the title company to be applied to the purchase price at closing.

MOTION by Mottola, second by Huntley to approve the Real Estate Purchase Agreement between the City of Mulvane, Kansas, and Sue Shoemaker for the purchase of the property located at 208 N. 2nd in the amount of \$10,000 and authorize the mayor to execute said Real Estate Purchase Agreement.

MOTION approved unanimously.

4. 204 N. Second St. – Review Demolition Bids:

On May 25, 2023, the city purchased the property at 204 N. Second for \$117,000. Demolition bids were requested from three (3) companies. H. Excavating, LLC (Jacob Humbolt) was the only bid received for demolition with a price of \$10,000.00. Funds for the property demolition will come from the contingency fund.

MOTION by Huntley, second by Allen to approve the bid from H. Excavating, LLC in the amount of \$10,000 for demolition of the structure at 204 N. Second.

MOTION approved unanimously.

The basement to this structure will be filled in per specifications.

ENGINEER

Project Review and Updates: City Engineer, Chris Young, reviewed the following projects with the council:

Downtown Park - Work continues on utility installations and preparations for the restroom building foundation. Snodgrass Construction anticipates having all work outside the perimeter of the park completed by August 24th.

Sewer Main “A” - To date Apex Excavating has completed 46% of the total pipeline installations and associated manholes and site work. Public Works has received a proposal from Apex for the installation of the sewer main replacement in the alley south of Main Street (adjacent to the park project). Apex has temporarily moved their work crews from the Phase 1 Main “A” project to the alley project.

Rock Road Sewer Lift Station - Final design plans have been submitted to KDHE together with revisions to the City’s standard sewer construction specifications. The specifications have been approved by KDHE and bid documents for the force main are being prepared. Staff anticipates advertising the Force Main Modification project in the next two weeks.

MULVANE HOUSING AUTHORITY

MOTION by Mottola, second by Huntley 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 6-19-23.

MOTION approved unanimously.

MHA Chairperson, Steadman, entertained a motion to recess the Mulvane Housing Authority meeting to an Executive Session to discuss matters deemed privileged in the attorney-client relationship pursuant to K.S.A. 75-4319(b)(2) for the purpose of contract negotiations for a period not to exceed fifteen (15) minutes, to include the MHA Chairperson, MHA Board Members, City Administrator, and the City Attorney.

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MOTION approved unanimously at 7:55 p.m.

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

MOTION approved unanimously.

MHA Chairperson, Steadman, advised that no decisions were made during the Executive Session.

MOTION by Mottola, second by Huntley to recess the 7-05-23 Mulvane Housing Authority meeting and convene as the Mulvane Land Bank.

MOTION approved unanimously.

MULVANE LAND BANK

As previously approved - MOTION by Mottola, second by Huntley to recess the 7-5-23 Mulvane Housing Authority meeting and convene as the Mulvane Land Bank.

MOTION approved unanimously.

MOTION by Mottola, second by Huntley to approve the 5-15-23 Land Bank Trustee meeting minutes.

MOTION approved unanimously.

Finance Director, Rachael Blackwell, reviewed the 2024 budget information and timeline with the Land Bank Board of Trustees and requested to set the public hearing.

MOTION by Mottola, second by Huntley that the Mulvane Land Bank Trustees set the public hearing for the 2024 Land Bank budget for August 7th, 2023, at 7:30 p.m. at city hall.

MOTION approved unanimously.

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

MOTION approved unanimously.

2024 BUDGET WORKSHOP

Finance Director, Rachael Blackwell, reviewed some budget basics and timelines for finalizing the 2024 budget. Blackwell reviewed the Revenue Neutral Rate with the council.

CITY STAFF

Mayor Steadman entertained a motion to recess the City Council meeting to an Executive Session to discuss matters involving non-elected personnel pursuant to K.S.A. 75-4319(b)(1) for the purpose of discussing non-elected personal for a period not to exceed fifteen (15) minutes to include the Mayor, City Council, and City Attorney.

MOTION by Mottola, second by Westfall to recess the City Council meeting to an Executive Session to discuss matters involving non-elected personnel pursuant to 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 Mayor, City Council, and City Attorney, and to return to open session at approximately 8:40 p.m.

MOTION approved unanimously at 8:25 p.m.

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

MOTION approved unanimously at 8:44 p.m.

Mayor Steadman advised that no decisions were made during the Executive Session.

Mayor Steadman requested the City Council to consider calling a special meeting to conduct interviews and discuss candidates for the City Administrator position.

MOTION by Mottola, second by Allen to call a special meeting of the Mulvane City Council to be held at City Hall on July 14, 2023, at 8:15 a.m. for the object and purpose of meeting in Executive Session to conduct interviews and discuss candidates for the City Administrator position.

MOTION approved unanimously.

Notification of the special meeting will be published in the Mulvane News. Preliminary interviews will be conducted with three (3) candidates. No other information will be released.

City Clerk: Provided the Request for Special Council Meeting for signature.

City Administrator: None

City Attorney: None

CONSENT AGENDA ITEMS 1 - 4:

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

1. Payroll dated 6-23-23 (\$242,521.94).
2. City Utility Bills (\$17,611.45).
3. Purchase of one (1) 300 KVA pad-mount transformer in the amount of \$38,836.80 from Stanion Electric.
4. Sewer Main "A" – Pay application to APEX Const. (\$160,566.56).

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

- Special council meeting - Friday, July 14th @ 8:15 a.m.
- Next regular council meeting – Monday, July 17th @ 7:30 p.m.

ADJOURNMENT:

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

MOTION approved unanimously at 8:47 p.m.

Debra M. Parker

Minutes by:
Debra M. Parker, City Clerk