

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

January 17, 2024

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 Brent Allen, who called the meeting to order.

COUNCIL MEMBERS PRESENT: Kurtis Westfall, Trish Gerber, Tim Huntley, Grant Leach.

OTHERS PRESENT: Austin St. John, Debra Parker, Mike Robinson, Chris Young, Gordon Fell, Joel Pile, Todd Leeds, Brittany Kruger, Lowell Ester, Kenneth Olsen, Ben Sciortino, Sherry Leach, Nancy Mundell, Jason Mundell, Angela Fox, Shon Gerber, Aaron Mattson, Jim McDaniel, Gary Brownlee, Rachael Blackwell, and other interested citizens.

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

APPROVAL OF REGULAR MEETING MINUTES:

MOTION by Huntley, second by Leach to approve the Regular meeting minutes dated January 3, 2024.

MOTION approved unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: None

APPOINTMENTS, AWARDS AND CITIATIONS:

1. Appointment of City Council Replacement:

By promotion to Mayor on January 8, 2024, Brent Allen's seat automatically became vacant. Mayor Allen recommended the appointment of Todd Leeds to fill the vacancy on the council.

MOTION by Huntley, second by Gerber to approve the Mayor's appointment of Todd Leeds to the City Council.

MOTION approved unanimously.

Todd Leeds was given the Oath of Office by the City Clerk, and he took his seat on the bench.

2. Election of City Council President:

As set forth in the City Code, the City Council shall elect from its membership a President of the Council. The President of the Council presides at the City Council meeting in the absence of the Mayor, but still retains his or her voting rights. In the event of a permanent vacancy in the office of Mayor, the President of the Council does automatically become the Mayor and the City Council then appoints a replacement Council Member. Mayor Allen recommended Council Member Tim Huntley as President of the Council.

MOTION by Westfall, second by Leach to nominate Tim Huntley as President of the Council.

MOTION approved unanimously.

3. Volunteer Fire Service Awards:

Public Safety Director, Gordon Fell, presented service awards to Volunteer Fire Personnel who have provided dedicated service to the City of Mulvane and thanked them for their commitment and service.

Jim McDaniel – 35 years, Captain Jason Mundell – 30 years, and Lt. Aaron Mattson – 30 years.

OLD BUSINESS

None

NEW BUSINESS

1. Mulvane Chamber Request for Funding:

Mulvane Chamber Director, Brittany Kruger, reviewed the activities and events for 2023 with the council. The Chamber welcomed sixteen (16) new members in 2023 and are looking forward to contributing to the growth and stability in 2024. In 2023, the Council provided the Chamber with \$32,000 to support its efforts in promoting economic development and supporting businesses and the local community. Kruger requested the continued support from the City of \$32,000 for fiscal year 2024.

MOTION by Huntley, second by Westfall to approved Fiscal Year 2024 funding for the Mulvane Chamber of Commerce in the amount of \$32,000.

MOTION approved unanimously.

2. CMB Application for the Mulvane Patriots:

In October 2023, the City was approached by the Kansas Collegiate League Baseball (KCLB) about being the home of the Mulvane Patriots baseball team, and about use of the baseball field at the Mulvane Sports Complex. At its meeting on January 3, 2024, the City Council approved a Facility Use Agreement to allow the Mulvane Patriots to utilize the City's facility. The proposed use would include the sale of beer on game days.

Sheldon Howell, with KCLB, is asking that he be issued the appropriate license to sell beer on behalf of the Mulvane Patriots on its game days. Although it is best to have a calendar of days upon which CMBs will be sold and allowed on the premises, the Mulvane Patriots has asked that it simply be limited to "game days" to allow for rescheduling "rainouts."

The City Council had questions regarding the location of the designated area. City Attorney, J.T. Klaus, advised that alcohol can only be sold and consumed in the fenced in area designated on the CMB application. Klaus also advised that the Mulvane Patriots will need to provide a Certificate of Insurance naming the City of Mulvane as an additional insured before the first game day.

MOTION by Huntley, second by Westfall to approve the Mulvane Patriots' CMB License.

MOTION approved unanimously.

3. Mulvane Sr. Center Agreement with Sedgwick Co.:

Since 2019 the City has contracted with Sedgwick County to establish a collaborative framework for the operation of the Senior Center. The Agreement outlines the terms and conditions for the operation and management of Senior Centers within our jurisdiction.

This Agreement will provide \$35,000 for salaries from the County to the Mulvane Senior Center for 2024. The Contract requires careful documentation of costs, monthly reporting, and written safeguards against any conflicts or private gain.

MOTION by Leach, second by Westfall to approve the Agreement for Senior Centers for the Mulvane Senior Center between the City of Mulvane, Kansas and Sedgwick County, Kansas for the 2024 budget year.

MOTION approved unanimously.

4. Municipal Advisory Services Agreement for Potential PMIB Loan:

The State of Kansas offers a four-year loan program – Pooled Money Investment Board (PMIB) to help offset cashflow concerns related to property tax refunds and settlements. The City took advantage of the PMIB Loan program in the past for property tax refunds for the casino and may consider doing so again in regard to the current casino property tax refunds.

The PMIB Loan program is a financing approach that has a favorable interest rate and minimal costs. There is a process required to complete a PMIB Loan including an application. The City's Municipal Advisor, Raymond James and Associates, has offered to help with this process and waive any fee for such services.

MOTION by Huntley, second by Gerber to engage Raymond James and Associates as Municipal Advisor for the potential placement of a PMIB Loan.

MOTION approved unanimously.

5. Enterprise Fleet Management:

Kenneth Olsen, Fleet Consultant for Enterprise Fleet Management, reviewed a Fleet Synopsis with the council and answered questions. Enterprise Fleet Management is a full-service fleet management business for government agencies and other organizations operating medium-sized fleets of 20 or more vehicles. Olsen reviewed the strategy and financial structure of the program and explained the different options available. The program can be customized to meet our needs which can include acquisition, registration, maintenance, use reporting, fuel card programs, remarketing, and fleet analysis.

Olsen will be at the next council meeting to answer any additional questions. The council would like to compare the value vs. savings and asked staff to check references and the cost of our current maintenance.

ENGINEER

1. Project Review and Update:

Phase 2 Main "A" Sanitary Sewer – The City received a proposed traffic control plan from Apex. Apex will meet with the City and KDOT to address any comments and gain approval.

Pearl St. Water Line, College Ave. to Park Ave. – Final design plans were submitted to KDHE. The City is waiting for KDHE approval to proceed with construction.

GIS Mapping – Staff will distribute “Request for Proposal” (RFP) to prospective GIS mapping companies.

Phase 1 Harvest Point Addition Infrastructure – Working to complete preliminary plans for improvements and proceed with final plans and permit applications.

CITY STAFF

2024 Project Review from Department Heads:

Staff reviewed 2024 projects with the council. Since it has been several months since approving the budget, this will provide a review to council of potential projects anticipated for the year.

The following Department Heads presented information:

Debra Parker, City Clerk – Administration Department

Austin St. John, City Administrator – Public Works and Utility Departments

Joel Pile, Planning and Zoning Director – 2024-2034 Comprehensive Plan

Gordon Fell, Public Safety Director – Police, Fire, EMS Departments

City Clerk: None

City Administrator:

Council Training February 15th at 6:00 p.m. – There will be a workshop for council training on February 15th at the PIX. This training will go over the basics of being a council member/mayor. The City Attorney will also instruct a class on KOMA/KORA.

2024 Goals – Projected goals for the City are a 10-year Comprehensive Plan, Establishing Reserve Funds for each of the main operating funds, and GIS Mapping for recording water, sewer, storm sewer and electric infrastructure.

Lead and Copper Survey – The City is being required to gather information on the lead within the City. Residents are being asked to complete the Lead and Copper Survey to determine if their home/business may have lead pipes.

Local Government Day January 24th – Local Government Day is a chance to visit with our legislators about issues that are important to our community. If anyone would like to attend, please let staff know and we can get you registered.

City Leaders Academy – City Leaders Academy will be April 12th - 13th in Manhattan, Kansas. This is put on by the League of Kansas Municipalities and is a great opportunity for elected and appointed officials to learn more about the foundation of local government. If anyone would like to attend, please let staff know and we can get you registered.

City Attorney:

The City Attorney requested an Executive Session for a period of seven (7) minutes to discuss matters deemed privileged in the attorney-client relationship pursuant to K.S.A. 75-4319(b)(2) for the purpose of consultation with the City Attorney.

MOTION by Huntley, second by Westfall to recess this meeting to an Executive Session for the purpose of discussing matters deemed privileged in the attorney-client relationship pursuant to K.S.A. 75-4319(b)(2) for the purpose of consultation with the City Attorney for a period not to exceed seven (7) minutes to include the Mayor, City Council, City Administrator, and the City Attorney and to return to open session at approximately 9:50 p.m.
MOTION approved unanimously at 9:43 p.m.

MOTION by Huntley, second by Westfall to reconvene the City Council meeting.
MOTION approved unanimously at 9:55 p.m.

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

MOTION by Huntley, second by Leach to pass Resolution #2024-1 authorizing the Mayor to apply for a loan from the pooled money investment board through the Sumner County Treasurer to cover the January 2024 tax distribution withholdings, pursuant to K.S.A. 79-2005(n).
MOTION approved unanimously.

RESOLUTION 2024-1

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF MUVANE, KANSAS TO REQUEST ONE OR MORE LOANS FROM THE POOLED MONEY INVESTMENT BOARD PURSUANT TO K.S.A. 79-2005 AS A RESULT OF CERTAIN TAX REFUND AND REDUCTIONS ORDERED TO BE PAID TO THE KANSAS STAR CASINO.

CONSENT AGENDA ITEMS:

MOTION by Westfall, second by Gerber to approve consent agenda items 1-4.

1. Payroll dated 1/5/24 - \$248,495.25
2. Warrant Register for December - \$1,091,011.39
3. Liquor License for Lily's Cheers
4. Invoice from Core & Main for 2024 Annual Software Service Fee for AMI - \$23,091.08

MOTION approved unanimously.

ANNOUNCEMENTS, MEETING, AND NEXT AGENDA ITEMS:

Next City Council Meeting – Monday February 5, 2024, 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 9:58 p.m.

Debra M. Parker

Minutes by:
Debra M. Parker, City Clerk