

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

September 4, 2024

6:00 p.m.

The Mulvane City Council convened at the City Building at 211 N. Second at 6:00 p.m. Presiding was Mayor Brent Allen, who called the meeting to order.

COUNCIL MEMBERS PRESENT: Tim Huntley, Todd Leeds, Grant Leach, Kurtis Westfall.

OTHERS PRESENT: Austin St. John, Debra Parker, J. T. Klaus, Chris Young, Joel Pile, Gordon Fell, Branden Bohannon, Flint McPeak, Terry Lane, Dave Vaughn, Connie Vaughn, Tim Haney, Sandra Haney.

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 August 19, 2024.

MOTION approved unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: Dave Vaughn had questions regarding the EV charging stations and the City allowing people to charge their vehicles for free. Vaughn expressed his concern about the taxpayers footing the bill. Tim Haney also expressed his concern and asked how this would be paid for. City Administrator, Austin St. John, explained that tax dollars will not be used to pay for the electricity used and that the funds would come from the electric department. The charging stations provided by KPP are Level 2 slow charging stations or destination chargers. The cost would be .25 to .50 per hour of use. This is a good opportunity for people to charge their vehicle while shopping or have a meal downtown. The money received in sales tax would be sufficient to cover any cost. St. John welcomed anyone with questions to contact him and he would be glad to speak with them.

APPOINTMENTS, AWARDS AND CITATIONS:

1. Employee of the Month: Branden Bohannon was named Employee of the Month. Officer Bohannon's professionalism and compassion were notably displayed while assisting a citizen, as documented in a letter received from Ms. Sharon Keagy of Derby, Kansas, regarding an incident that occurred on August 15, 2024. Mayor Allen presented Bohannon with a certificate and check and commended him for the positive impact he has on our community.

OLD BUSINESS

None

NEW BUSINESS

1. Resolution Adopting Records Retention and Disposition Policy:

City Clerk, Debra Parker, reviewed this item with the council. A Records Retention and Disposition Policy is used by many cities to determine how long specific records should be kept. The City of Mulvane has generally followed the Kansas Historical Society recommendations for records retention. Having our own retention policy offers guidance to the City staff with the proper timeframe for the retention and disposition of records pertaining to City business. The City Attorney has reviewed the proposed policy, and the adopting resolution is ready for approval.

MOTION by Huntley, second by Westfall to approve Resolution 2024-7 adopting the Records Retention and Disposition Policy for the City of Mulvane, Kansas.

MOTION approved unanimously.

RESOLUTION 2024-7

A RESOLUTION ADOPTING THE RECORDS RETENTION AND DISPOSITION POLICY FOR THE CITY OF MULVANE, KANSAS.

2. Volunteer Fire Assistance Grant:

Public Safety Director, Gordon Fell, reviewed this item with the council. The Fire Department has been approved for a grant funded by the Kansas Forest Service. The KFS share is 50% of the total amount requested or up to \$4,999.00, whichever is less. The total amount the Fire Department is requesting is \$4,923.00. Prices will be validated for the requested items and the purchases made.

MOTION by Huntley, second by Leach to accept the 2024 Volunteer Fire Assistance Grant.

MOTION approved unanimously.

3. Municipal Advisors Agreement:

City Attorney, J.T. Klaus, reviewed this item with the council. The City has identified certain improvements in the Harvest Point and Emerald Valley, Second Addition benefit districts which will be financed through the issuance of the Series A, 2024 General Obligation Temporary Notes. These improvement projects will ultimately be paid from special assessments levied against the property owners in such benefit districts. The improvements are initially financed through the issuance of temporary notes. Once the improvements are complete, the City will then determine the final project costs and conduct the assessment proceedings. The assessment proceedings will allow property owners to either prepay their assessment or have it financed and paid over several years. Any assessments that are not prepaid will be financed through the issuance of General Obligation Bonds. The proceeds of the General Obligation Bonds will be used to redeem and pay the Temporary Notes.

At the 8/19/24 council meeting, the City Council adopted Ordinance No. 1588 authorizing the City to make Electric Utility Improvements and authorizing the City to issue General Obligation Bonds. The City Council also adopted Ordinance No. 1589 authorizing the City to make certain Sewer System and Storm Water Sewer and Drainage Improvements and authorizing the City to issue General Obligation Bonds.

At the 6/17/24 council meeting, the City Council approved an agreement engaging Raymond James & Associates to serve as Municipal Advisor for the sale of the General Obligation Temporary Notes. At the time, the City did not contemplate the issuance of the General Obligation Bonds. The agreement with Raymond James has been modified to cover both the Temporary Notes and General Obligation Bonds.

MOTION by Leeds, second by Huntley to engage Raymond James & Associates as Municipal Advisor for the public sale of the City's General Obligation Temporary Notes, Series A, 2024 and the General Obligation Bonds, Series 2024-A by rescinding the prior approved agreement and executing the updated agreement.

MOTION approved unanimously.

4. Authorizing Resolution for Temporary Note and Bond Sale:

City Attorney, J.T. Klaus, reviewed this item with the council. The proposed resolution authorizes the public sale of approximately \$5,045,000 General Obligation Temporary Notes for the purpose of temporarily financing a portion of the (1) Harvest Point Phase 1 Water, Sewer, Street, Storm Sewer, and Mass Grading and Detention Pond Improvements, and the (2) Emerald Valley Second Addition Water Line, Water Transmission Line, Sewer, Street, Storm Sewer, and Mass Grading and Detention Pond Improvements.

The proposed resolution also authorizes the public sale of approximately \$4,870,000 General Obligation Bonds, Series A, 2024 on October 7, 2024 for the purpose of financing a portion of certain sewer lines, demo existing Reinforced Concrete Boxes, and construct new Reinforced Concrete Boxes and curb and gutter in the City, electric turbine refurbishment and electric substation improvements which was authorized by Ordinance Nos. 1588 and 1589 considered at the meeting on August 19, 2024.

MOTION by Leeds, second by Leach to adopt Resolution No. 2024-8 authorizing the public sale of temporary notes in an amount of approximately \$5,045,000 and general obligation bonds in an amount of approximately \$4,870,000.

MOTION approved unanimously.

RESOLUTION NO. 2024-8

A RESOLUTION OF THE CITY OF MULVANE, KANSAS AUTHORIZING AND PROVIDING FOR THE PUBLIC SALE OF THE CITY'S (1) GENERAL OBLIGATION TEMPORARY NOTES, SERIES A, 2024 IN THE TOTAL PRINCIPAL AMOUNT OF APPROXIMATELY \$5,045,000 AND (11) GENERAL OBLIGATION BONDS, SERIES A, 2024 IN A TOTAL PRINCIPAL AMOUNT OF APPROXIMATELY \$4,870,000; SETTING FORTH THE DETAILS OF SAID PUBLIC SALE; AND PROVIDING FOR THE GIVING OF NOTICE THEREOF.

ENGINEER

1. Notice to Proceed and Construction Agreement – Wildcat Construction – W. Main Street Drainage Project:

City Engineer, Chris Young, reviewed this item with the council. The City received three (3) bids for the W. Main Street Drainage Project. The low bid was received from Wildcat Construction Co. for \$73,869.00. A Notice of Award to Wildcat Construction was approved by the City Council on August 19, 2024. The Contractor anticipates beginning field work on September 9, 2024, and anticipates the work to be completed in approximately 2 weeks. Contract documents including the construction agreement, bonds, and insurance certificate have been received and reviewed by the City Attorney. Staff recommends approving a construction agreement and Notice to Proceed with Wildcat Construction Co., Inc.

MOTION by Huntley, second by Westfall that the City enter into a construction agreement with Wildcat Construction Company, Inc. in the amount of \$73,869.00 for the West Main Street Drainage Project and authorize the Mayor to sign.

MOTION approved unanimously.

MOTION by Huntley, second by Leach that the City issue a Notice to Proceed with Wildcat Construction Company, Inc. and authorize the Mayor to sign.

MOTION approved unanimously.

2. Project Review and Update:

Phase 3 Main “A” Sanitary Sewer – Completed field surveys of existing RCB in Prather St. along Styx Creek. Received proposals from bridge designers for the RCB replacement.

GIS Mapping – SAM continues to work on GIS updates, including website design.

Phase 1 Harvest Point Addition Infrastructure – The contractor has initiated utility work at Webb Rd. and Sapphire Ln. Approximately 1,100 LF of sanitary sewer pipe has been installed including the boring and encasement under Webb Rd. Approximately 50% of erosion control BMP’s have been installed. Preliminary street design plans have been completed.

Emerald Valley Estates 2nd Addition – Completed office check plans for sanitary sewer, storm sewer, mass grading and detention pond. Prepared application documents for KDHE-NOI (storm water pollution prevention permit). Prepared and submitted water line design plans and tech specs to KDHE.

CITY STAFF

City Clerk: None

City Administrator: None

City Attorney: City Attorney, J.T. Klaus, expressed his appreciation for our utility workers and especially our linemen that keep our electricity on. Our utility workers serve us day and night and he is very grateful.

CONSENT AGENDA ITEMS:

MOTION by Leeds, second by Leach to approve consent agenda items 1-3.

1. Payroll Dated 8/30/24 - \$249,203.63
2. City Utility Bills for July - \$22,978.77
3. Purchase of Caustic Soda from Brenntag for WWTP - \$12,850.00

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

Next City Council Meeting – Monday, September 16, 2024 – 6:00 p.m.

ADJOURNMENT:

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

MOTION approved unanimously at 6:34 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk