

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

November 18, 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, Grant Leach, Kurtis Westfall.

OTHERS PRESENT: Austin St. John, Debra Parker, J. T. Klaus, Chris Young, Joel Pile, Gordon Fell, Mike Robinson, Isabel Ebersole, Rachael Blackwell, Lachelle Tootle, Jacob Coy, Jerry Gardinier, Chris Smith, Aaron Lonergan.

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

APPROVAL OF REGULAR MEETING MINUTES:

MOTION by Leach, second by Huntley to approve the Regular meeting minutes dated November 4, 2024.

MOTION approved unanimously.

CORRESPONDENCE: Mayor Allen had a conversation with an individual that indicated they liked the direction the City was going.

PUBLIC COMMENTS: Aaron Lonergan, owner of Sandy Bottoms, was present to clarify information presented at the County Commission meeting on November 13th regarding the PUD. It was indicated at the meeting that he was being sued by a farmer for crossing farmland. This information is incorrect. Lonergan is not being sued and wants to work with the City. Lonergan has plans to request annexation in the future.

APPOINTMENTS, AWARDS AND CITATIONS: None

OLD BUSINESS

1. Review Employee Opinion Survey:

Research Project Manager with the Public Policy and Management Center at WSU, Isabel Ebersole, was present to review the results of the Employee Opinion Survey. The purpose of the survey was to learn about employee opinions and identify specific areas for improvement. City employees were selected to serve as the employee project management team to help coordinate focus groups and guide the development of the survey. The PPMC administered the survey online through individualized links to employees via email. Ebersole advised there was a high-level of response with 75% of employees participating.

Survey results highlighted key areas for improvement, leading to specific recommendations.

1. Strengthen employee confidence in and support for City decisions and plans.
2. Improve employee trust in all levels of leadership.

3. Practice financial transparency to build employee trust in budget management and the City's financial decisions.
4. Foster inter-departmental relationships and understanding.

The information and recommendations in this report provide a baseline for addressing the concerns and needs of employees. The ultimate goal is to improve employee satisfaction and engagement but also strengthen the overall culture and effectiveness of the organization.

City Administrator, Austin St. John, indicated the survey provided good information and will be very useful for implementing recommendations.

2. Additional Charges for Generator Repair:

The Public Works Director, Jacob Coy, reviewed this item with the council. On 8/5/24, the council authorized an agreement with Cooper Machinery Services for the overhaul of Generator #11 at an estimated cost of \$714,184.00. Following the teardown and inspection of Generator #11, several additional repair needs were identified. Additional repair work includes cylinder head repairs, replacement of critical components, and web deflection adjustment. The estimated cost of the additional repairs is \$125,650.85.

It was noted that the Web Deflection Adjustment can be performed independently, and staff found a more cost-effective provider to complete this task.

MOTION by Huntley, second by Westfall to approve the additional repairs to Generator #11 for a total of \$125,650.85, with costs covered by 2024 power plant budget and authorize the Cooper Machinery Service to proceed with revised scope of work.

MOTION approved unanimously.

NEW BUSINESS

1. Request to Waive Liquor License Fee for American Legion:

Jerry Gardinier, Representative for American Legion Post 136, was present to ask the council to waive the \$500.00 Liquor License fee for the American Legion. The post is dedicated to supporting the membership of the Post as well as all veterans that reside in the City of Mulvane.

MOTION by Huntley, second by Leach to waive the \$500.00 Liquor License Fee for the Paul Stewart Irwin American Legion Post 136.

MOTION approved unanimously.

2. Set Public Hearing for Amended 2024 Budget:

Finance Director, Rachael Blackwell, explained that the 2024 City Budget would need to be amended to spend money not in the original budget. Any additional expenditures are to be made from existing revenue and cannot require additional tax levies. The City will have to make a larger transfer from the general fund than originally anticipated to cover the additional expenditures for the Mulvane Swimming Pool. Amending the budget will require a public hearing. The council will need to set the date for the public hearing and provide notice of the hearing at least 10 days prior to the hearing date.

MOTION by Huntley, second by Leach to set the public hearing to amend the 2024 budget on December 2, 2024.

MOTION approved unanimously.

3. 2024 Kansas Region G Hazard Mitigation Plan Resolution :

The City of Mulvane is included in the Region G Hazard Mitigation Plan. The Disaster Mitigation Act of 2000 (DMA 2K) requires local governments to have a hazard mitigation plan approved by the Federal Emergency Management Agency (FEMA) to be eligible for certain federal disaster assistance and hazard mitigation funding programs. The Hazard Mitigation Grant Program (HMGP) provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. Authorized under Section 404 of the Stafford Act and administered by FEMA, HMGP was created to reduce the loss of life and property due to natural disasters. The program enables mitigation measures to be implemented during the immediate recovery from a disaster.

This plan identifies the City of Mulvane’s capabilities and regulatory capacity. This agreement must be in place to be eligible for federal grants. Adopting the Mitigation Plan by resolution brings the City into compliance with federal regulation.

MOTION by Leach, second by Westfall to approve Resolution No. 2024-13, therefore adopting the Kansas Homeland Security Region G Hazard Mitigation Plan.

MOTION approved unanimously.

RESOLUTION NO. 2024-13

ADOPTING THE KANSAS HOMELAND SECURITY REGION G HAZARD MITIGATION PLAN.

MOTION by Leach, second by Westfall to approve Resolution No. 2024-14, therefore adopting the Kansas Homeland Security Region G Hazard Mitigation Plan including Sumner County, Kansas.

MOTION approved unanimously.

RESOLUTION NO. 2024-14

ADOPTING THE KANSAS HOMELAND SECURITY REGION G HAZARD MITIGATION PLAN INCLUDING SUMNER COUNTY, KANSAS.

4. Agreement with PEC for Downtown Preliminary Engineering Report:

City Administrator, Austin St. John, reviewed this item with the council. The Mulvane Community Foundation (MCF) and the Mulvane Recreation Commission (MRC) have been working on a Community Development Block Grant (CDBG) application to help improve accessibility to community businesses. ADA upgrades to businesses participating in the program would be to install push-button door openers and any other upgrades needed to accommodate increased accessibility. Nineteen (19) businesses in the community are willing to participate in the program.

The MCF and MRC intend to raise funding for the CDBG 25% grant match. The grant application requires a Preliminary Engineering Report (PER) to be submitted with the application. Bid requests were sent to engineering contractors with only one being received from Professional Engineering Consultants (PEC) for \$13,000. PEC will complete a Preliminary Engineering Report

(PER) in accordance with the CDBG program requirements for ADA upgrades in the City which include reviewing site conditions at proposed business, analyzing ADA upgrade needs, provide estimates, and a final report.

The Mulvane Community Foundation has been working with business owners who would benefit from this program and are requesting the City support the grant application by funding the PER for \$13,000.

The council had questions and would like to hear from a representative from the MCF or MRC regarding this program.

MOTION by Leach, second by Huntley to table the agreement with PEC for a Preliminary Engineering Report.

MOTION approved unanimously.

ENGINEER

1. Engineers Agreement for Main “A” Sanitary Sewer Phase 3:

In November of 2022, the City modified the Main “A” Sanitary Sewer project scope from a single construction installation to multiple project phases. Phase 1 and 2 of the Project have been completed, and the City is ready to move forward with Phase 3.

Main “A” Sanitary Sewer Phase 3 Improvements will construct new sewer improvements from south of Prather St. to Ralph Bell Park. Final bid documents for Phase 3 were completed and advertised for bids on October 14, 2024, with a bid opening on November 14th.

Engineering fees include preparing bid documents, providing bid phase services, and construction/oversight services at a cost not to exceed \$64,400.00.

MOTION by Leach, second by Westfall to approve supplemental engineering fees with Young & Associates, PA for Phase 3 Main “A” Sanitary Sewer Improvements in the Not-to-Exceed amount of \$64,400.00.

MOTION approved unanimously.

2. Engineering Agreement for Pedestrian Bridge in English Park:

Prior to 2016, the City maintained a pedestrian bridge crossing of Styx Creek inside English Park. This bridge, located near the east end of Willowdell Dr., linked pedestrians in the Willowdell, Hickory Hills and Cedar Brook subdivisions. The bridge was significantly damaged and taken out of service following two significant floods that occurred in the fall of 2016. Following these floods City staff made multiple applications for State/Federal flood mitigation grants to improve drainage conditions along Styx Creek. The City was not successful in receiving these grants which would have included drainage improvements in English Park and replacement of the damaged pedestrian bridge.

Styx Creek is a FEMA regulated stream with a floodplain spanning the majority of English Park and a floodway located in the westerly part of the Park. City staff is working together with the City Engineer on a permit from the KDA–Division of Water Resources (DWR) for replacing the pedestrian bridge across Styx Creek. Following permit approval, the City will prepare bid

documents for installing a prefabricated, truss style steel pedestrian bridge. The bridge would be approx. 8-ft wide with a total span of approx. 70-ft.

Staff recommends the City Council approve an engineering agreement with Young & Associates, PA for preparing the DWR permit, site engineering design, bid documents, bidding services and construction oversight as outlined in their agreement for the estimated Not-To-Exceed amount of \$31,555.00. Structural and geotechnical engineering design will be provided by a separate contract as needed. The project will be funded through the current 1% sales tax for infrastructure/drainage improvements.

MOTION by Huntley , second by Leach that the City enter into an agreement with Young & Associates, P.A. for engineering and construction oversight services for replacing the pedestrian bridge in English Park as presented.

MOTION approved unanimously.

3. Project Review and Update:

Main “A” Sanitary Sewer Improvements Phase 3 - Bids for the project were received by the City on November 14th. Bids will be presented to the City Council on December 2nd.

Phase 1 Harvest Point – The Contractor has completed sanitary sewer installations. Storm sewer installations are approximately 80% complete and water line installations are approximately 30% complete. Final street design plans have been completed and the project is out for bids.

Emerald Valley Estates 2nd Addition – A pre-construction meeting was conducted on November 6th.

CITY STAFF

City Clerk: Reminded the council that the survey for the City Christmas Party was sent. A response is needed to get a final count. Mayor Allen advised this is an opportunity to show appreciation to the employees.

City Administrator:

1. October Finance Report: Reviewed the finance report with the City Council.

City Attorney:

1. Executive Session: City Attorney, J.T. Klaus, requested an Executive Session for a period of fifteen (15) minutes to discuss matters pertaining to land acquisition.

MOTION by Leach, second by Westfall to recess this meeting to an Executive Session to discuss matters pertaining to the acquisition of real property pursuant to K.S.A. 75-4319(b)(6) for the purpose of discussing the acquisition of land for a period not to exceed fifteen (15) minutes and to reconvene at approximately 7:35 p.m. to include the Mayor, City Council, City Administrator, and the City Attorney.

MOTION approved unanimously at 7:20 p.m.

MOTION by Huntley, second by Leach to reconvene the City Council meeting.

MOTION approved unanimously at 7:35 p.m.

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

CONSENT AGENDA ITEMS:

MOTION by Leach, second by Westfall to approve consent agenda items 1-6.

1. Payroll Dated 11/8/24 - \$237,323.98
2. Warrant Register for October - \$1,086,600.66
3. Purchase of Ferric Chloride from Brenntag for WWTP - \$12,850.00
4. Liquor License for Wyldewood Cellars
5. Annual Flock Cam Renewal - \$12,000.00
6. McCullough Excavation – Pay Application #4 – Harvest Point - \$276,511.50

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

No Council Workshop for November.

Next City Council Meeting – Monday, December 2, 2024 – 6:00 p.m.

City Christmas Party – Friday, December 13, 2024 – 6:30 p.m. at the Kansas Star Casino

Downtown Tree Lighting - Thursday, November 21, 2024.

ADJOURNMENT:

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

MOTION approved unanimously at 7:36 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk

Minutes approved by the City Council on December 2, 2024.