

**MULVANE CITY COUNCIL  
REGULAR MEETING MINUTES**

January 6, 2025

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, Trish Gerber, Todd Leeds, Kurtis Westfall.

**OTHERS PRESENT:** Austin St. John, Debra Parker, J. T. Klaus, Chris Young, Joel Pile, Mike Robinson, Sydney Thomas, Susan Thomas.

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

**APPROVAL OF SPECIAL MEETING MINUTES:**

MOTION by Huntley, second by Leeds to approve the Special meeting minutes dated December 18, 2024.

MOTION approved unanimously.

**CORRESPONDENCE:** None

**PUBLIC COMMENTS:** None

**APPOINTMENTS, AWARDS AND CITATIONS:**

**1. Staff Appointments:**

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.

(Upon the recommendation by Mayor Allen)

MOTION by Huntley, second by Leach to appoint the following officers for an annual term commencing January 2025:

City Clerk	Debra M. Parker
Police Chief/Director of Public Safety	Gordon Fell
City Attorney	J.T. Klaus
City Treasurer	Sydney Thomas
Municipal Court Judge	Larry Linn
Deputy City Clerk	Lachelle Tootle

**OLD BUSINESS**

None

## NEW BUSINESS

None

## ENGINEER

### **1. Main “A” Sanitary Sewer Phase 3 – Apex Excavating Notice to Proceed:**

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. Phase 3 Improvements will construct a new sewer from south of Prather St. to Ralph Bell Park. Due to the large amount of pavement replacement needed, the City requested bidders provide an “Add Alternate” bid for pavement replacement. Phase 3 bids were received and opened on November 14<sup>th</sup>. The City Council accepted the low bid of \$1,187,155.00 from Apex Excavating, LLC on December 2, 2024, and approved the Agreement on December 18, 2024. The Notice to Proceed is ready for approval.

MOTION by Leeds, second by Gerber that the City approve a Notice to Proceed with Apex Excavating, LLC. for Phase 3 of the Main “A” Sanitary Sewer Improvements and authorize the Mayor to sign.

MOTION approved unanimously.

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

Main “A” Sanitary Sewer Improvements Phase 3 – A tentative date for conducting a pre-construction meeting has been set for 1/7/25.

Phase 1 Harvest Point – McCullough Excavation is nearing substantial completion on the Site Grading and Utility work. Initiate street construction.

Emerald Valley Estates 2<sup>nd</sup> Addition – The Grading and Utility Contractor has completed some preliminary site clearing and mass grading work. Preliminary street plans are complete and have been submitted to Public Works for review.

## LAND BANK

The City Council is also the Mulvane Land Bank – Board of Trustees. All land acquisition-related invoices and bills need to be approved and paid for by the Land Bank Board of Trustees. The Land Bank is required to make an annual report to the Governing Body on or before January 31st of each year. A copy of the annual report shall be published in the official City newspaper.

MOTION by Leach, second by Gerber to recess the 1-6-25 City Council meeting and convene as the Mulvane Land Bank.

MOTION approved unanimously.

MOTION by Gerber, second by Westfall to approve the 8-5-24 Land Bank Trustee meeting minutes.

MOTION approved unanimously.

MOTION by Huntley, second by Westfall that the Mulvane Land Bank Trustees approve the Mulvane Land Bank Annual Report for 2024.

MOTION approved unanimously.

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

MOTION approved unanimously.

## CITY STAFF

**City Clerk:** None

**City Administrator:** None

**City Attorney:** None

### **CONSENT AGENDA ITEMS:**

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

1. Payroll Dated 12/20/24 - \$249,452.00
2. Payroll Dated 1/3/25 -\$255,965.70
3. City Utility Bills for November - \$18,429.64
4. Tyler Tech Annual Maintenance and Support Renewal - \$38,145.77

MOTION approved unanimously.

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

Next City Council Meeting – Wednesday, January 22, 2025 – 6:00 p.m.

Bridges Out of Poverty Workshop – Saturday, January 25, 2025 - 8:30 a.m. - 3:00 p.m. at the PIX.

2025 CIP Workshop – Monday, January 27, 2025 – 6:00 p.m. at the PIX.

### **ADJOURNMENT:**

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

MOTION approved unanimously at 6:08 p.m.

Minutes by:

*Debra M. Parker*

Debra M. Parker, City Clerk

Minutes approved by the City Council January 22, 2025.