

**MULVANE CITY COUNCIL
REGULAR MEETING MINUTES**

March 3, 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, Debbie Parker, J. T. Klaus, Chris Young, Joel Pile, Mike Robinson, Gordon Fell, Jacob Coy, Tom Burkhart, Lowell Ester, Pat McCurdy.

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

APPROVAL OF REGULAR MEETING MINUTES:

MOTION by Leach, second by Westfall to approve the Regular meeting minutes dated February 19, 2025.

MOTION approved unanimously.

CORRESPONDENCE: None

PUBLIC COMMENTS: None

APPOINTMENTS, AWARDS AND CITATIONS:

1. **Appointment to Tree Board:** The Mulvane Tree Board is requesting the replacement of a non-active member. This will leave an unfulfilled term on the Board which ends May 2026. Mayor Allen reviewed the application and made a recommendation.

MOTION by Leach, second by Gerber to approve the Mayor's recommendation to appoint Dan Herpolsheimer to complete the unexpired term of Gary Showalter on the Mulvane Tree Board.

MOTION approved unanimously.

OLD BUSINESS

1. **Water/Sewer Adjustment – 708 Tristan:**

At the 2/19/25 City Council meeting, the resident of 708 Tristan Dr., Julie Crow, was present to ask the council for a sewer/water adjustment for 2024 high water usage. The increased usage was during sewer averaging months, therefore, increasing the monthly sewer charge. The customer is on level pay and ACH and did not notice the sewer increase until the balance up month for level pay. The customer applied for a water adjustment on 1/28/25 for 2024 usage. Since the requested adjustment was a year ago, city staff was unable to make the adjustment. Staff was instructed to provide information regarding the leak for council consideration. Consumption history and notifications sent to the customer were provided for the council's review.

The council discussed setting a precedence if an adjustment was approved for a leak that occurred a year ago.

MOTION by Huntley to adjust the 2024 sewer average at 708 Tristan to 16,000 with a credit of \$808.50. Motion died for lack of a second.

NEW BUSINESS

1. Property and Casualty Insurance Renewal:

Tom Burkhart with Carson Insurance Group reviewed the 2025-2026 Property and Casualty Insurance Renewal Proposal with the council and answered questions. Travelers Insurance was also solicited to bid on the insurance but declined to provide pricing for the Commercial Output (Power Plant) and were not competitive with property limits and deductibles. The Liability and Work Comp numbers are based on audited numbers. The City is receiving a discount on the Law Enforcement Policy for the Lexipol program. The City received a dividend last year of \$35,048.75.

Burkhart advised that property is driving the cost of insurance in the industry. The City's total replacement cost limit is \$90,835,093. The deductible remains the same at \$25,000 per occurrence for all perils and the Commercial Output deductible is \$75,000 per occurrence. The experience modification for Workers Compensation decreased from .98 to .94 for this renewal period. The EMC Insurance Package is \$456,053 and the Ambulance Malpractice is \$16,506, making the total renewal premium \$472,559.

Burkhart received additional information after the original proposal was distributed. EMC revised the total premium to \$468,606.00. If the City wishes to change the deductible from \$25,000 to \$50,000 for Wind and Hail, the premium would be \$454,559.00. Burkhart was asked about being self-insured. Burkhart explained the difference between an insurance company and a self-insured fund. If the City were self-insured, we would be a member of a pooled fund. If another member of the fund had a catastrophic loss and there was not enough money to cover the loss, all the members of the fund would be billed for the additional amount needed to cover the loss. Also, fund-members choose who can participate and what coverage is included. Whatever is not included would need to be provided by other companies in order to have coverage.

MOTION by Huntley, second by Westfall to approve the 2025-2026 Property and Casualty Insurance and Ambulance Malpractice Insurance Renewal Proposals from Carson Insurance Group as presented for a cost of \$468,606.00.

MOTION approved unanimously.

2. Ralph Bell Park Bathroom:

Public Works Director, Jacob Coy, reviewed this item with the council. Public Works issued a Request for Proposals (RFP) for the construction of a permanent restroom facility in Ralph Bell Park. This has been highly requested by the public, especially with the heavy use of the pickleball courts. The goal is to provide a durable, cost-effective restroom facility.

Proposals were received from two (2) contractors for a traditional design build construction.

Snodgrass Construction - \$248,336

Farha Construction - \$236,619

With these costs exceeding the anticipated budget, staff explored a more cost effective prefabricated precast restroom. Proposals were received from two (2) contractors for the precast option.

ICAST - \$94,000 (City would be responsible for subcontractor to unload and set the unit).

CXT - \$93,718 (Includes delivery and crane service for placement).

City staff would pour the foundation slab and perform the utility work. A licensed plumber and electrician would be hired for rough-in and final connections. This would be an additional estimated cost of \$10,000. Funds for the project will come from the Park Improvement Fund and City Sales Tax.

MOTION by Leeds, second by Huntley to approve the purchase of a CXT Precast Concrete restroom at a cost of \$93,718 and authorize an additional \$10,000 for foundation and utility work, for a total project budget of \$103,718.

MOTION approved unanimously.

3. Dispatch Console and Radio Update:

Public Safety Director, Gordon Fell, reviewed this item with the council. The purpose of this project is for compliance with encryption mandates for securing personal information as well as expanding the number of channels dispatch can communicate on. This update will include adding new radios to allow for encryption and radio ID signature. The project will include five (5) new antennas added to the tower, two (2) IP gateways to make the connection, and 600 feet of cable. The dispatch console needs to be upgraded to the newest version. (This is an off public network computer that remotely controls the radios from Dispatch to the IT Room).

MOTION by Leeds, second by Huntley to approve the quote from KA-Comm LLC for dispatch radio upgrades in the amount of \$29,173.12.

MOTION approved unanimously.

ENGINEER

1. Harvest Point Addition – McCullough Excavation Change Order No. 1:

McCullough Excavation has requested an additional twenty-five (25) days on the Harvest Point project due to weather conditions. The additional time will set the Contractor's substantial completion date at January 24, 2025. The proposed change order for additional time does not alter the construction amount.

MOTION by Gerber, second by Westfall to approve Change Order No. 1 for an additional 25 calendar days for Grading and Utility Improvements to serve Phase 1 Harvest Point Addition and authorize the Mayor to sign.

MOTION approved unanimously.

2. English Park Pedestrian Bridge – Structural Engineering Proposals:

The pedestrian bridge in English Park located near Willowdell Dr. was damaged and taken out of service due to two significant flooding events in 2016. Replacement of the bridge is included in the City's Capital Improvement Plan (CIP). A permit application and site development plan were prepared and submitted to KDA-DWR for construction of a replacement bridge over Styx Creek. The permit was approved in January 2025.

A Request for Proposal (RFP) for structural and geotechnical engineering services was sent out to five (5) local engineering firms. The City received proposals from two (2) firms.

JEO Consulting Group - \$25,000

PEC - \$23,000

The project will be funded with the 1% City sales tax.

Staff recommends the City Council select Professional Engineering Consultants for structural engineering services for the proposed pre-manufactured steel pedestrian bridge in English Park.

MOTION by Leeds, second by Gerber that the City enter into an agreement with Professional Engineering Consultants for structural engineering services as outlined in the Request for Proposals.

MOTION approved unanimously.

3. Project Review and Update:

Main “A” Sanitary Sewer Improvements Phase 3 – Traffic control plans have been submitted and are under review (including Phase 2 repairs at First St. and Bridge St.). Young will present information regarding this project at Coffee Talk on March 11th.

Phase 1 Harvest Point – Kansas Paving is ready to begin street construction which was delayed due to weather conditions. McCullough Excavation submitted a change order requesting additional days due to weather conditions.

Emerald Valley Estates 2nd Addition – Complete sanitary sewer installations. Initiate and construct water and storm sewer improvements.

CITY STAFF

City Clerk: The 2024 Year End Annual Report has been completed and distributed.

City Administrator: None

City Attorney: None

CONSENT AGENDA ITEMS:

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

1. Payroll Dated 2/28/25 - \$259,842.60

2. City Utility Bills for January - \$25,642.27

3. Pay Appl. #7 – Harvest Point – McCullough Excavation - \$29,627.46

4. Invoice from G. W. Van Keppel Co. for Loader Repair - \$13,909.26

MOTION approved unanimously.

ANNOUNCEMENTS, MEETINGS, AND NEXT AGENDA ITEMS:

RDG Planning and Design will be holding a Design Workshop for the Comprehensive Plan on March 5th & 6th at the PIX Community Center from 5:00 p.m. to 7:00 p.m. The same information will be presented at both meetings.

Friends of McConnell Event – Thursday, March 13, 2025 – 6:00 p.m. – RSVP by March 5th.

Next City Council Meeting – Monday, March 17, 2025 – 6:00 p.m.

ADJOURNMENT:

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

MOTION approved unanimously at 6:54 p.m.

Minutes by:

Debra M. Parker

Debra M. Parker, City Clerk

Minutes approved by the City Council March 17, 2025.