



MEETING OF THE COUNCIL MEETING

Council Chambers, City Hall – 131 N Main St

December 14, 2023 at 7:00 PM

AGENDA

HONORABLE MAYOR MIZE AND MEMBERS OF THE COUNCIL

CALL REGULAR MEETING TO ORDER

MEMBERS PRESENT

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

PRAYER

DETERMINE AGENDA ADDITIONS

OATH OF OFFICE

Clerk Gassmann will swear in new Council member Tyler Cramer, and re-elected Council member Ryan Graf and Mayor Philip Mize.

CONSENT AGENDA

All matters listed on the Consent Agenda are considered one motion and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A) Minutes of the November 9, 2023 Meeting.
Minutes of the November 27, 2023 Special Meeting

- B) Building Permits:
 - Shed - 425 W 1st Ave - Bobby Little
 - Roofing - 443 Quail Run Ct - Eaton
 - Sprinkler - 436 Teal Lane - Cody Hastings
 - Siding - 505 E 1st Ave - Restoration Industries
 - Fence - 621 N Jefferson - J.D. Keim
 - Building - 524 W 5th - Boyd Roberts
 - Electrical - 525 N Main - Cheney Electric
 - Mechanical - 525 N Main - Cheney Electric
 - Building - 624 Aetna - J & N Mobile Home

CMB Licenses:

- Casey's #2948 - 425 N Main St
- Cherry Oaks Golf Course - 1119 N Main St
- SPK Grocery Inc - 412 N Main St
- Dollar General Store #11843 - 1100 N Main St
- SQRL #1008 - 1110 N Main St.

C) Bills List November 2023

Motion: Approve consent agenda as listed/amended.

PUBLIC AGENDA *(Please limit comments to 5 minutes)*

OLD BUSINESS

NEW BUSINESS

1) ELECTION OF COUNCIL PRESIDENT

Kansas State Statute and City Code states that after every city general election, the council shall elect one of its members as president of the council who, in the absence or disability of, and at the request of the mayor, shall become acting mayor. The president of the council shall, while acting as mayor, have only those powers immediate and necessary to carry out the duties of the office of mayor, including all administrative, ceremonial and contractual powers, but shall not have the power to veto any measure passed by the council.

Motion: Elect _____ as Council President.

2) CONSIDERATION OF PURCHASING RADAR SIGNS

Staff is requesting the purchase of two radar signs, similar to the radar sign on North Main. One sign would be solar powered and installed on South Main. The other sign would be battery operated and have the ability to be installed on various poles throughout the city. The signs collect bi-directional traffic data and could be used in areas where we receive complaints of speeding traffic in residential areas.

Motion: Approve the purchase of a Solar Mobile Option and Battery-operated Mobile Option sign from ElanCity in the amount of \$7,350.

3) CONSIDERATION OF PURCHASING SUN SHADE STRUCTURES FOR BALLFIELD

The City purchased and installed 3 shade structures in 2018 on Field 3 at the Sports Complex for \$8,664.24 from Play by Design. A quote was received from the same company for the same sun shade structures to be installed on Field 4. The pricing has increased drastically over the past 5 years. Additional quotes were received on similar T-cantilever structures.

- Versa Sports- \$27,422 (+\$11,850 for installation)
- Belson Outdoors- \$27,752.56 (20'x10')
- Play By Design (Superior Shade)- \$24,783

Play By Design (Superior Shade)- no gliding elbows- \$23,281
All-Inclusive Rec (USA Shade)- \$21,851.03

Quotes were also received on a Slanted Bleacher Cover 18'x26' option:
All-Inclusive Rec (USD Shade) \$22,878
BSN Sports \$24,750

Motion: Approve purchase of three sunshades for Field 4 in the amount of \$_____ from _____.
Funding Source: Parks Budget

4) CONSIDERATION OF HIRING ARCHITECT FOR PARK SHELTER

City staff was pleased with the work Kansas Code Plans did on the Fire Station and would like to hire them and their team for the architectural and engineered stamped plans required for MABCD on the commercial building permit for the park shelter. They were the least expensive firm when bids were accepted for the Fire Station. The RFP for the park shelter that was sent out previously included the architecture/engineering work and Kansas Code plans had been contacted by Dondlinger to do this work already, when Dondlinger submitted the only RFP. However, Council rejected the RFP and directed staff to move towards sole source procurement.

Kansas Code Plans (Architecture)- \$6250
Pike Engineers (MEP)- \$2500
Prairie Psalm (Structural)- \$1900

Motion: Approve architectural and engineering proposal for park shelter in the amount of \$10,650 from the team of Kansas Code Plans, Pike Engineers, and Prairie Psalm and authorize use of American Rescue Plan Funds for payment.

5) CONSIDERATION OF AN AGREEMENT BY AND BETWEEN SEDGWICK COUNTY AND THE CHENEY SENIOR CENTER

The annual agreement is for January 1- December 31, 2023 and provides \$5,000 in funding for the Cheney Senior Center.

Motion: Enter into the agreement with Sedgwick County and the Cheney Senior Center.

6) CONSIDERATION OF CHANGES TO THE FEE SCHEDULE

The fee schedule is reviewed annually in December. Staff recommends the proposed changes. Changes include increases to golf course fees, asphalt millings and after-hour reconnection fees.

Motion: Adopt Resolution 331-2023 Schedule of Service, License, and Permit Fees.

7) CONSIDERATION OF END OF YEAR TRANSFERS

The 2023 Budget showed Scheduled Transfers at \$375,000. Staff requests an increase of transfers into Water and Sewer Reserves for upcoming construction and equipment needs. The parks transfer is increased due to budgeting for pool bathhouse remodel and the

walking trail not being completed this year. These amounts can be transferred and utilized when the project occurs. The street transfer is increased to help account for the 4th Ave project and the completion of the curb ramps next year. An increase into capital equipment is also being increased for increasing equipment costs. Because the general fund has revenues over budget from the golf course, the general fund cash on hand has increased and staff would like to transfer the scheduled transfers of \$50,000 from the two utility funds (no transfer from gas fund) into Capital Improvement instead of into the General Fund. The General Fund transfer into Capital Improvements would be set based on Budget Authority after all other expenditures are posted for 2023.

Motion: Approve stated year end transfers with the transfer from the General Fund to Capital Improvement equal to the amount of remaining general fund budget authority after determination of year end expenditures.

8) CONSIDERATION OF 2024 SALARY SCHEDULE

The Salary Schedule is a pay range schedule for the various positions. In June, changes were made to golf course part-time positions. Adjustments have been made to Mayor, Council and Fire Chief wages.

Motion: Adopt Resolution 332-2023, 2024 salary schedule and update job descriptions accordingly.

9) CONSIDERATION OF 2024 HEALTH AND DENTAL INSURANCE COVERAGE FOR EMPLOYEES

Employee health care coverage begins February 1 of each year. The renewal for 2024 Health Insurance rates had an overall increase of 12.2%. In 2023, rates increased 32%, 2022 rates increased .14%, 2021 rates decreased by 3.39%, 2020 rates increased by 5.59%, 2019 rates decreased by 8.34%, 2018 rates increased by 12.45%, and in 2017 decreased by 3.08%.

Additional insurance quotes were received and will be discussed at the meeting.

Motion: Approve Blue Cross/Blue Shield Health and Dental Insurance for 2024.

REPORTS

Police Report

10) Court Report

11) Police Report

Fire Report

12) November Cheney Fire Report

Maintenance Report

13) Maintenance Report

- 14) Gas Report
- 15) Water Report
- 16) Trash Report

Golf Course Report

- 17) Golf Report

Administrator's Report

- 18) December Admin Report

ATTORNEY'S ITEMS

ATTORNEY'S ITEMS

- 19) Clerk Report

MAYOR'S ITEMS

Mayor Philip Mize

COUNCIL ITEMS

Councilmember Albers
Councilmember Gile
Councilmember Graf
Councilmember Kampling
Councilmember Williams

EXECUTIVE SESSION

- 20) Motion to enter into executive session to discuss wages and employee performance pursuant to matters related to non-elected personnel KSA 75-4319 (b)(1) at ____ pm for ____ minutes with Administrator Young and Attorney Austin Parker.

ADJOURN

Notice: It is possible that sometime between 6:30 and 7:00 PM immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers, break area, or lobby of City Hall. No one is excluded from these areas at any time.