



COUNCIL MEETING

Council Chambers, City Hall – 131 N Main St

December 14, 2023 at 7:00 PM

MINUTES

HONORABLE MAYOR MIZE AND MEMBERS OF THE COUNCIL

CALL REGULAR MEETING TO ORDER

MEMBERS PRESENT

Mayor Philip Mize called the meeting to order at 7:02pm. Council members Greg Williams, Jeff Albers, Kassie Gile, Ryan Graf, and Tyler Cramer were present. Staff present were City Administrator Danielle Young, City Clerk Angie Gassmann, Police Chief Ken Winter, Maintenance Superintendent/Fire Chief Jerry Peitz, Director of Golf Kevin Fowler, and Attorney Austin Parker. No Guests were present.

PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

DETERMINE AGENDA ADDITIONS -None

OATH OF OFFICE

Clerk Gassmann swore in new Council member Tyler Cramer, 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.

Motion made by Councilmember Graf, Seconded by Councilmember Williams.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

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

No one spoke during the public agenda.

OLD BUSINESS

NEW BUSINESS

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: Council member Graf moved to nominate Council member Gile as the President of the City Council. Council member Williams seconded the motion. Motion carried unanimously.

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. Administrator Young explained that the mobile radar would be beneficial to the police in assisting with monitoring excessive speed in high traffic areas. It would tell them the times of day that people are speeding and allow them to patrol more effectively during those times.

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

Motion made by Councilmember Albers, Seconded by Councilmember Gile.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

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 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

Administrator Young stated that the USA Shade had the lowest price but it would require slightly larger footings requiring more concrete. With the extra concrete it would end up costing about the same price as the Play by Design shade, which is the same as what is currently installed on Field 3. The gliding elbows are designed to make removing the tops easier but the City has not removed the tops for the last couple years. Councilmember Williams asked if the price in 2018 was the City purchasing full price or the cost with utilizing a grant or the school helping with costs? Administrator Young stated they tried to get a grant for the purchase of the shades in 2018 but the grant was denied. Councilmember Cramer asked about the replacement costs of the canopy? Administrator Young stated it was about \$7,000 for the fabric. Councilmember Cramer felt it would be best to use the same company for continuity and replacement.

Motion: Approve purchase of three sunshades for Field 4 in the amount of \$23,281 from Play By Design.
Funding Source: Parks Budget
Motion made by Councilmember Gile, Seconded by Councilmember Graf.
Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

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. Administrator Young stated Greg Kampling spoke with the structural engineer and discussed using some other material options that would be more cost effective. He also spoke with the architect and the architect was willing to work with Greg to incorporate his ideas and designs. The price of the shelter was discussed and compared to other structures in the area that have been built in recent years.

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.
Motion made by Councilmember Cramer, Seconded by Councilmember Williams.
Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

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. Mayor Mize inquired if there are options for additional funding? Administrator Young stated there was but they have additional requirements of staff and activities.

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

Motion made by Councilmember Gile, Seconded by Councilmember Graf.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

CONSIDERATION OF CHANGES TO THE FEE SCHEDULE

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

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

Motion made by Councilmember Albers, Seconded by Councilmember Graf.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

CONSIDERATION OF END OF YEAR TRANSFERS

The 2023 Budget showed Scheduled Transfers at \$375,000. Staff requested 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 had 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.

Motion made by Councilmember Albers, Seconded by Councilmember Graf.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer absent. (Councilmember Cramer stepped out of the meeting momentarily).

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.

Motion made by Councilmember Albers, Seconded by Councilmember Cramer.

Voting Yea: Councilmember Williams, Councilmember Albers, Councilmember Gile, Councilmember Graf, Councilmember Cramer

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%.

Administrator Young stated she had spoken with and received quotes from multiple insurance companies. Coverage was denied by KMIT due to being considered high risk. BCBS offered a level funded plan with good premiums but Blue Cross felt that since we were denied KMIT, which is a BCBS plan, then we could potentially see a huge increase next year on premiums. Employees filled out health questionnaires in an attempt to decrease premiums but ended up coming in higher. It is recommended to continue with the current plan. The deciding factors in pricing are based on utilization, age/gender, overall market, and pool. The current plan has a cap on utilization of 1.25%, whereas, the level-funded has no cap. Another option mentioned was the City could change the amount of the portion of the employee's coverage they pay by 5%.

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

Motion made by Councilmember Albers, Seconded by Councilmember Graf.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, and Councilmember Cramer.

REPORTS

Police Report

Police Chief Ken Winter reported a new officer started on Monday. He is not certified and had not heard when he will be starting academy yet. He stated he had interviewed some other possible candidates recently but not heard back. He commended the part-time officers for doing a great job helping out recently. He reported it is challenging to find officers that are certified due to the competitiveness of pay in Sedgwick County. He had nothing further to report.

Fire Report

Fire Chief Jerry Peitz reported the fire station building was moving right along. He stated they purchased a truck recently. He also stated he attended a Sedgwick County Fire Chiefs meeting recently with the main topic of concern being over the issues and disputes with 911 dispatch. He requested to purchase an infrared camera. He got 3 different bids but requested to purchase the Flur thermal imaging camera from Danko along with a truck charger for it. The total cost is \$5235.00. Councilmember Cramer asked if Fire has one already and how often they use it? Fire Chief Peitz stated they have one that does not work correctly and one in the rescue truck. He stated they use it for various things such as detecting hot spots for suspected electrical fires, to assist Police in detecting suspects that might be hiding, hot spots in structural fires, and on accident scenes.

Motion: Purchase Flur thermal infrared camera for \$5,235.00 from Danko.

Motion made by Councilmember Williams, Seconded by Councilmember Cramer.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

Maintenance Report

Maintenance Superintendent Jerry Peitz reported things are moving right along. He stated he included a year end summary of larger projects in his report. He had nothing further to add.

Golf Course Report

Director of Golf Kevin Fowler reviewed his revenue sales and reported about a \$100,000 increase over last year.

Administrator's Report

Administrator Young reported she had read in the news that the attorney general has refiled the lawsuit on the natural gas price gouging. She had nothing further to report.

ATTORNEY'S ITEMS

Attorney Austin Parker wanted to suggest Council consider a 1% local sales tax revenue to help finance the cost of a pool. He stated Kansas City did a sales tax to help finance improvements around the Legends area, Oklahoma City financed Brick Town improvements with a sales tax, and the City of Topeka did a sales tax. He felt people don't seem to notice 1%. He stated it is a way to get people from out of town to help finance the pool. Mayor Mize felt with a small community it is hard to do when you see who it effects. Attorney Parker stated you could look at other cities that have a local sales tax to see how it impacted their businesses sales. He stated he wanted to just throw out the option for consideration.

CLERK REPORT

Clerk Angie Gassmann had nothing to report.

MAYOR'S ITEMS

Mayor Philip Mize had nothing to report.

COUNCIL ITEMS

Councilmember Albers stated he was aware that 4th street is scheduled to be torn out and replaced in 2024 but asked about filling in the 2 large potholes in the street by the north exit of Casey's. He felt with the amount of traffic in and out of Casey's it would be best to fill those in until we replace the road. Maintenance Superintendent Peitz stated he would have his staff fill them in.

Councilmember Gile had nothing to report.

Councilmember Graf had nothing to report.

Councilmember Cramer had nothing to report.

Councilmember Williams stated he appreciated the ADA curb ramps that were being installed.

EXECUTIVE SESSION

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 8:40 pm for 10 minutes with Administrator Young and Attorney Austin Parker.

Motion made by Councilmember Albers, Seconded by Councilmember Cramer.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

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 08:50 pm for 5 minutes with Administrator Young and Attorney Austin Parker.

Motion made by Councilmember Gile, Seconded by Councilmember Graf.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

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 8:55 pm for 2 minutes with Administrator Young and Attorney Austin Parker.

Motion made by Councilmember Gile, Seconded by Councilmember Graf.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

Mayor Mize stated the Council was back in regular session with no binding action taken.

Motion: Bump existing PT police officer wages to \$22.50. Adjust all other wages to meet 2024 minimum salary ranges, give a 3% cost of living raise to other employees who already meet minimum pay rate and who are not in probationary period, with exception of Don Wood and Jim McCollum who shall receive 5.5% increase. Give City Administrator, Director of Golf, Police Chief, Maintenance Superintendent end of year \$1000 bonus and allow Police Chief and Maintenance Superintendent to cash out remaining unused vacation hours down to 200, due to being short-staffed.

Motion made by Councilmember Albers, Seconded by Councilmember Graf.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.

ADJOURN

Motion to adjourn meeting at 9:03pm. Motion made by Councilmember Gile, Seconded by Councilmember Graf.

Voting Yea: Councilmember Albers, Councilmember Williams, Councilmember Gile, Councilmember Graf, Councilmember Cramer.



A handwritten signature in blue ink that reads 'Philip Mize'.

Philip Mize, Mayor

Attest:

A handwritten signature in blue ink that reads 'Angie Gassmann'.

Angie Gassmann, City Clerk