

**ANDOVER CITY COUNCIL
Monday, December 30, 2013
Minutes**

1. Mayor Ben Lawrence called the meeting to order.

2. Roll Call

City Council Members present were Troy Tabor, Sheri Geisler, Clark Nelson, Caroline Hale, Kris Estes, and Byron Stout IV.

Staff: Police Lieutenant Buck Buchanan, Chief Financial Officer Donna Davis, Fire Chief Jim Shaver, Assistant City Administrator Jennifer McCausland, City Attorney JT Klaus, Public Works & Community Development Director Les Mangus, City Clerk Susan Renner, City Administrator Sasha Stiles, IT/Communications Director Bill Duggan and Consulting Engineer Mike Thompson.

A/V: Cindy Barrett

3. Invocation was given by Council Member Kris Estes.

4. Mayor Ben Lawrence led the Pledge of Allegiance.

5. Public Forum

Jake Neiderer, 601 W Douglas, requested permission to discharge class 'c' fireworks at his residence on January 1, 2014, from 12:00am - 12:10am.

A motion was made by Council Member Clark Nelson, seconded by Council Member Byron Stout to approve the request. Motion carried 6/0.

6. Acceptance of Agenda

On the bench was an additional check request for consent agenda item 8i; CVB funds request for the Holiday Inn

A motion was made by Council Member Byron Stout, seconded by Council Member Caroline Hale to accept the agenda with the additional consent agenda item. Motion carried 6/0.

7. Presentations

- a. Andover Chamber of Commerce update - no one was present.

8. Consent Agenda

- a. Approval of Minutes
 - i. City Council Workshop: November 25, 2013
 - ii. City Council Meeting: November 26, 2013; December 10, 2013
- b. Receive & file reports
 - i. Police: November 2013
- c. Receive & file minutes
 - i. CVB: November 18, 2013
- d. Approval of appropriation ordinance B-23-13 in the amount of \$536,483.23.
- e. Approval of non-elected personnel items
Joe King, status change from Firefighter to Fire Captain, with a pay increase from \$15.41 to \$17.00 per hour, effective January 6, 2014.
- f. Approval of Cereal Malt Beverage license renewal
 - i. Golden Garden, 544 N Andover Road
- g. Approval of the IT/Communications Department purchase of three portable 800 MHz radios from Jeff Armantrout, Wichita, in the amount of \$5,400.
- h. Approval of the IT/Communications Department annual personal computer replacement purchases; four desktop computers from Dell.com for \$4,880.84 and two notebook computers from CDW.com for \$4,462.62.
- i. Approval of two CVB requests for the hotel voucher program; Days Inn in the amount of \$880.00 for vouchers from November 12 to December 17, 2013 and the Holiday Inn Express for \$1,600 for vouchers from November 6 to December 1, 2013.
- j. Approval of the Waste Water Department purchase of a 2014 Ford F-150 from Mel Hambelton Ford, Wichita, at a cost of \$25,748.88.
- k. Approval of City Administrator Sasha Stiles 2014 employment agreement.

A motion was made by Council Member Byron Stout, seconded by Council Member Caroline Hale to approve the Consent Agenda as modified. Motion carried 6/0.

9. Cedar Park 6th Vacation Order (VA-2013-04)

Mayor Ben Lawrence commented on the number of times this property has been platted.

Les Mangus explained this is the first action to clear the property for the Shadow Rock Addition, agenda items 10, 11 and 12. A public hearing was held at the Planning Commission and they have recommended approval.

Mayor Ben Lawrence opened a public hearing for any additional comments. No one spoke. The public hearing was closed.

A motion was made by Council Member Clark Nelson, seconded by Council Member Sheri Geisler to approve the Cedar Park 6th Vacation Order. Motion carried 6/0.

10. Cedar Park 6th abandonment of Parcel 1 (Z-2013-06)

Les Mangus explained the developer has requested to void the encumbrances of the PUD and special provisions.

- a. An ordinance amending the Planned Unit Development District for the Andover Farm at Cedar Park Subdivision Preliminary Planned Unit Development plan to remove a portion thereof.

A motion was made by Council Member Sheri Geisler, seconded by Council Member Kris Estes to adopt an ordinance amending the Planned Unit Development District for the Andover Farm at Cedar Park Subdivision Preliminary Planned Unit Development plan to remove a portion thereof. Motion carried 6/0. Ordinance number 1560 was assigned.

11. Shadow Rock Addition

Les Mangus explained this plat completes the development of the original Cedar Park subdivision and would include the extension of Lakeside Drive to the north.

- a. Plat

A motion was made by Council Member Clark Nelson, seconded by Council Member Kris Estes to approve the plat. Motion carried 5/1. Council Member Sheri Geisler opposed.

b. Street right of way dedication

A motion was made by Council Member Byron Stout, seconded by Council Member Troy Tabor to accept the street right of way dedication for the extension of N. Lakeside Drive. Motion carried 6/0.

c. Developers Agreement

Sasha Stiles explained the agreement has been reviewed by staff and the City attorney. The agreement outlines the City's participation in the cost in the connection of Lakeside Drive and the existing water infrastructure to the north, 7.5% for the waterline and 3.73% for paving. The sanitary sewer will be paid for 100% by the benefit district. Ms. Stiles added sufficient letters of credit have been received.

A motion was made by Council Member Clark Nelson, seconded by Council Member Kris Estes to approve the Developers Agreement. Motion carried 6/0.

d. Petitions for sanitary sewer, paving, and water distribution

Sasha Stiles explained the petitions have been reviewed by the City Attorney and the City Engineer.

A motion was made by Council Member Kris Estes, seconded by Council Member Byron Stout to accept the petitions for sanitary sewer, paving, and water distribution. Motion carried 6/0.

12. [Shadow Rock water, sewer, and paving improvements](#)

JT Klaus explained the following documents authorize the improvements for the petitions that were accepted in agenda item 11d.

- a. A resolution determining the advisability of making certain internal improvements in the City of Andover, Kansas; setting forth the general nature of the improvements, the estimated or probable costs thereof, the extent of the benefit district to be assessed for the costs thereof, the method of assessment and the apportionment of the costs between the benefit district and the City at large; authorizing and providing for the making of the improvements in accordance with the findings of the Governing Body; and directing the publication and recording of this resolution.

A motion was made by Council Member Clark Nelson, seconded by Council Member Byron Stout to adopt a resolution determining the advisability of making certain internal improvements in the City of Andover, Kansas; setting forth the general nature of the improvements, the estimated or probable costs thereof, the extent of the benefit district to be assessed for the costs thereof, the method of assessment and the apportionment of the costs between the benefit district and the City at large; authorizing and providing for the making of the improvements in accordance with the findings of the Governing Body; and directing the publication and recording of this resolution. Motion carried 6/0. Resolution number 13-35 was assigned.

- b. An ordinance authorizing the construction of certain internal improvements in the City of Andover, Kansas, as heretofore determined advisable and authorized to be made by Resolution No. 13-35 of the City, under the authority of K.S.A. 12-6a01 et seq., as amended and supplemented; providing for the payment of the costs of said improvements; authorizing the issuance of general obligation bonds for the payment of the costs of said improvements and authorizing and providing for the issuance of temporary improvement notes from time to time as funds are needed for the orderly construction of said improvements.

A motion was made by Council Member Clark Nelson, seconded by Council Member Troy Tabor to adopt an ordinance authorizing the construction of certain internal improvements in the City of Andover, Kansas, as heretofore determined advisable and authorized to be made by Resolution No. 13-35 of the City, under the authority of K.S.A. 12-6a01 et seq., as amended and supplemented; providing for the payment of the costs of said improvements; authorizing the issuance of general obligation bonds for the payment of the costs of said improvements and authorizing and providing for the issuance of temporary improvement notes from time to time as funds are needed for the orderly construction of said improvements. Motion carried 6/0. Ordinance 1561 was assigned.

[13. KDOT contract for a supplement with Poe for additional inspection on the 21st Street project](#)

Mike Thompson, Poe & Associates, Consulting Engineer, explained due to inclement weather and a change order the construction ran 111 days longer than estimated in the original contract.

A motion was made by Council Member Caroline Hale, seconded by Council Member Kris Estes to accept the KDOT contract for a supplement with Poe & Associates for additional inspection on the 21st Street project in the amount of \$65,583 of which the City will be responsible for \$13,116.60. Motion carried 6/0.

14. [Mobile Data Computer Trial Project](#)

Bill Duggan explained this purchase would allow the police department to try two different replacement computers; one a tablet PC and one a 'convertible' notebook with detachable or twisting screen to create a tablet. If the trial is successful it could save the City approximately \$120,000 over the next five years.

A motion was made by Council Member Caroline Hale, seconded by Council Member Byron Stout to approve the Mobile Data Computer Trial Project in an amount not to exceed \$4,000. Motion carried 6/0.

15. [Security System upgrade](#)

Bill Duggan explained that to move towards a single point of control for all City facilities it is necessary to upgrade the outdated Police Department and the City Hall security systems.

A motion was made by Council Member Byron Stout, seconded by Council Member Troy Tabor to approve the security system upgrade with 4PC, Andover, in the amount of \$30,949.30. Motion carried 6/0.

16. [Web streaming update](#)

Bill Duggan explained the cost and the lack of viewers of the live streaming of City Council and Planning Commission meetings. He added that a change to a our current web host, CivicPlus, would be a great cost savings to the City.

17. [A resolution amending the Code of Municipal Policies, adding to Chapter 1, General Government, Article 7, Records Retention policy for the City of Andover, Kansas.](#)

Sasha Stiles explained a records retention policy defines what documents and information each department keeps and for how long. Staff has developed this in an effort to eliminate unnecessary storing of documents.

A motion was made by Council Member Byron Stout, Kris Estes to adopt a resolution amending the Code of Municipal Policies, adding to Chapter 1, General Government, Article 7, Records Retention Policy for the City of Andover, Kansas. Motion carried 6/0. Resolution 13-36 was assigned.

18. [A resolution declaring the entire boundary of the City of Andover, Kansas.](#)

Sasha Stiles explained this resolution is done annually when the City has annexed any property over the course of the year.

A motion was made by Council Member Caroline Hale, seconded by Council Member Sheri Geisler to adopt a resolution declaring the entire boundary of the City of Andover, Kansas. Motion carried 6/0. Resolution 13-347 was assigned.

19. [2014 City Council meeting schedule](#)

Sasha Stiles explained there was one conflict of meeting dates for 2014. The Council Workshop for May falls on the Memorial Day holiday.

A motion was made by Council Member Caroline Hale, seconded by Council Member Sheri Geisler to approve the 2014 City Council meeting schedule with one change; moving the May 26 workshop meeting to May 19. Motion carried 6/0.

20. [Member Items](#)

Council Member Troy Tabor had none.

Council Member Sheri Geisler had none.

Council Member Clark Nelson had none.

Council Member Caroline Hale

- Congratulated Ralph Rust on his designation as president of the Andover Senior Center.
- Wished everyone a happy new year.

Council Member Kris Estes

- Wished everyone a happy new year and asked the public to not drink and drive.

Council Member Byron Stout

- Wished everyone a happy new year and added he looks forward to serving his community in 2014.

A motion was made by Council Member Troy Tabor, seconded by Council Member Sheri Geisler to adjourn. Motion carried 6/0.

Adjourn

Respectfully Submitted by

Susan Renner
City Clerk

Approved this 14th day of January, 2014 by the City Council, City of Andover, Kansas.