

ANDOVER CITY COUNCIL
MEETING MINUTES
Andover City Hall
1609 E. Central Avenue
October 13, 2015 – 7:00 p.m.

(The times noted on this document reflect the time on the video, not necessarily the number of minutes past 7:00 p.m.)

0:03

1. Mayor Ben Lawrence called the meeting to order.
2. Roll Call

City Council Members present were Troy Tabor, Clark Nelson, Kris Estes, Caroline Hale, and Quentin Coon. Council Member Sheri Geisler was absent.

Staff: Police Chief Michael Keller, Chief Financial Officer Donna Davis, Fire Chief Chad Russell, Assistant City Administrator Jennifer McCausland, City Attorney JT Klaus, Public Works & Community Development Director Les Mangus, City Clerk Susan Renner, and City Administrator Mark Detter. IT Director Craig Brown was also in attendance.

A/V: Cindy Barrett & Craig Brown

3. Invocation was given by Council Member Estes.

0:04

4. Pledge of Allegiance was led by Mayor Lawrence.
5. Public Forum – no one addressed the council.

0:05

6. Acceptance of Agenda

Mark Detter requested the removal of consent agenda item m. Memorial plaques in honor of Byron Stout IV, for discussion at a workshop meeting and the addition of a presentation by GLMV Architects and their request to release construction documents for bidding the street maintenance facility.

A motion was made by Council Member Nelson, seconded by Council Member Estes to accept the agenda as modified. Motion carried 5/0.

0:07

7. Presentations

- a. Mike Thompson, 1732 Aspen Circle, a representative for the Andover Rotary Club, presented a check in the amount of \$4,104.60 to Mary Carson and Dennis Carter, representatives from the Andover Food Bank. The funds were raised through beverage sales at the June concert in Central Park.
- b. David Levy, 1931 N Grace Avenue Court, President of Andover Augusta Rails to Trails Initiative (AARTI), asked the Council for consideration of a no cost offer to again work with AARTI in a public/private partnership to continue the Redbud Trail from Meadowlark east to US 400. He asked to formally present a plan at the next council meeting.

Add-on

Tom Montgomery, GLMV Architects explained the construction documents for the street maintenance facility were complete. He gave an overview of the building, budget, specs and invitation to bidders and asked the council for approval to release the construction documents for bid. He then introduced Dan Wilson, GLMV Architects, who provided a review of the plans.

A motion was made by Council Member Hale, seconded by Council Member Estes to approve the release of the constructions documents as requested. Motion carried 5/0.

0:24

8. Consent Agenda

- a. Approval of Minutes
City Council Meeting: September 8, 2013
- b. Receive & file reports
Finance: September 2015
Fire: September 2015
Police: August 2015
Library: Finance August 2015; Directors August 2015
- c. Receive & file minutes
Site Plan Review: July 7, 2015
Planning Commission: July 21, 2015; August 5, 2015; August 18, 2015
CVB: August 17, 2015

- d. Approval of appropriation ordinance B-18-15 in the amount of \$ 1,430,803.59.
- e. Approval of non-elected personnel items
Jessica Glenn, Police Department Officer, status change to certified officer, with a pay increase from \$16.60 to \$17.36 per hour, effective August 30, 2015.
Logan Singhisen, Recreation Department Assistant Director, new hire at an hourly rate of \$16.00, effective September 8, 2015.
Dathan Ensz, Park Department semi-skilled maintenance worker, new hire at an hourly rate of \$13.00, effective October 5, 2015.
Michael Hitch, Park Department seasonal worker, new hire at \$9.25 per hour, effective October 5, 2015.
- f. Approval of a job description for a Fire Department administrative assistant.
- g. Approval of a 2015 Cereal Malt Beverage license for Casey's General Store #3454 at 2036 N. Andover Road, expiring December 31, 2105.
- h. Approval of a Mayoral appointment to the Andover Public Library Board of Blake Cooper, 604 Brentwood Place, filling the position vacated by Sheri Idol in July 2015, with a term end date of April 2018.
- i. Approval of a check request for CVB funds to the Holiday Inn Express for vouchers from August 3 through August 30 in the amount of \$2,360.
- j. Approval of a check request for CVB funds to the Andover Days Inn for vouchers from August 26 through September 26 in the amount of \$1,360.
- k. Approval of a Police Department purchase of a 2016 Ford SUV Police Interceptor at a cost of \$26,347 from Rusty Eck Ford, Wichita, with associated equipment from miscellaneous providers for a total cost of \$31,039.78. The purchase is to replace the 2015 Ford Police Interceptor SUV that was totaled in an accident while in route to a silent alarm. The City's insurance provider has reimbursed the City \$32,612.78.
- l. Approval of an agreement with St. Vincent De Paul Catholic Church for use of The Ville on January 9, 2016 for the annual employee appreciation event in the amount of \$850.00.

Removed from the agenda

- m. Approval of the purchase of two memorial plaques in honor of Byron Stout IV*

A motion was made by Council Member Tabor, seconded by Council Member Nelson to approve the consent agenda as modified. Motion carried 5/0.

0:25

9. Vacation case VA-2015-05 1709 N Pear

Les Mangus explained this requests the vacation of the southeast corner of the south twenty (20) feet of the thirty (30') foot easement The applicant would to place a ten by fourteen (10 x 14) foot utility at the rear of the easement. There are no utility conflicts and it will be a non-permanent building.

Mayor Lawrence opened a public hearing. No one spoke. The hearing was closed.

A motion was made by Council Member Nelson, seconded by Council Member Tabor to approve VA-2015-05 allowing the vacating of the south twenty feet (20') of the thirty foot (30') rear yard drainage and utility easement on Lot 21, Block, 3, Caywood Addition Phase II. Motion carried 5/0.

0:27

10. Upgrade and Extension of City Network Project

Craig Brown requested approval to enter into an agreement with Pixius Communications to upgrade and provide all city facilities access to the city network. Mr. Brown requested approval of the five (5) year contract option for a savings of \$300 a month. All associated costs are within the 2015 and 2016 IT budget.

A motion was made by Council Member Nelson, seconded by Council Member Hale, to approve the contract with Pixius Communications, Wichita, for five (5) years (subject to the Kansas Cash Basis Law) for upgrade and extension of city network services, including one-time fee to install hardware, monthly service charges, and ancillary costs, all within budget, to connect existing hardware to the network at each site and authorize the Mayor to sign the contract after review and approval by the city attorney. Motion carried 5/0.

0:34

11. Replacement of aging computers

Craig Brown requested authority to move forward with the replacement of outdated and underpowered computers with new Dell machines and standard software. Starting with twenty-five (25) machines at the Fire Department at a cost of \$14,392. The entire project

should be completed by the end of 2016. All associated costs are within the 2015 and 2016 IT budget.

A motion was made by Council Member Tabor, seconded by Council Member Coon to approve the request as presented. Motion carried 5/0.

0:38

12. Microsoft Site Licensing

Craig Brown requested authority to proceed with converting Microsoft Office licensing from individual licenses to site managed licensing for all city-connected devices. All associated costs are within the 2015 and 2016 IT budget.

A motion was made by Council Member Tabor, seconded by Council Member Coon to approve the purchase of Microsoft Office Standard Edition licenses and software assurance from CDW-G in the amount of \$6,777.60.

0:40

13. January 2016 release of an RFP for broker selection for employee health and dental benefits

Jennifer McCausland explained with her impending maternity leave she wanted to present the RFP for release in January 2016.

A motion was made Council Member Tabor, seconded by Council Member Estes to approve the release of the employee benefits broker RFP in January. Motion carried 5/0.

0:42

14. Series, B, 2015 Taxable General Obligation Bonds

Mark Detter explained this is a contract for financial services for bonds to be issued for the burial of overhead lines on Andover Road. With the approval of this agreement and the resolution following Capital Management will begin marketing up to \$3.9 million in bonds with a debt service payment over the next fifteen (15) years that will be paid for with electric franchise fees.

- a. Columbia Capital Management agreement for financial services

A motion was made by Council Member Hale, seconded by Council Member Estes to approve the agreement with Columbia Capital Management and authorize the Mayor to sign. Motion carried 5/0.

- b. A resolution of the City of Andover, Kansas, authorizing and providing for the public sale of the city's Taxable General Obligation Bonds, Series B, 2015, in an approximate principal amount of \$3,900,000; setting forth the details of said public sale; and providing for the giving of notice thereof. (electric line burial)

A motion was made by Council Member Hale, seconded by Council Member Tabor to adopt the resolution as presented. Motion carried 5/0. Resolution number 15-20 was assigned.

0:46

- 15. Springsted Incorporated agreement for financial services relating to the issuance of Series A, 2015 Public Building Commission Bonds

Mark Detter explained this agreement for services will allow Springsted to market the Public Building Commission bonds for construction of the street maintenance facility and restrooms in Central Park. \$3.8 million in bonds will be issued over a five (5) year period and paid for with tax revenues generated by the one-cent increase voted for by the citizens. Staff is projecting the tax will pay the bonds off before the sunset of the tax October 2021.

A motion was made by Council Member Nelson, seconded by Council Member Coon to approve the contract with Springsted Inc. as presented and authorize the Mayor to sign. Motion carried 5/0.

0:47

- 16. Lake George Spillway Inlet replacement project

Les Mangus explained the Park Department 2015 capital improvement budgeted for the repair of the inlet with new corrugated metal pipe for lake run off. Staff has designed the structure and requests approval to solicit bids for the work to be presented at the November 10 Council meeting. The lake will be partially drained but there are no other repairs to be made at this time.

A motion was made by Council Member Tabor, seconded by Council Member Coon to approve the project and allow staff to solicit proposals not to exceed \$38,500 as presented. Motion carried 5/0.

0:49

- 17. 2015 Street Maintenance project – asphalt sealing along 13th St. from 159th St. east to Main St. and including Main St.

Les Mangus explained staff's recommendation of a relatively new seal product, HA5, which is only available from Andale Ready Mix, so there are no other contractors to bid. He added with the success other government entities have had with the product staff recommends approval so the work can begin before the temperature begins to drop.

A motion was made by Council Member Tabor, seconded by Council Member Coon to authorize staff to prepare a contract with Andale Ready Mix, Wichita, for sealing of 13th Street at a cost not to exceed \$80,370 and authorize the Mayor to sign. Motion carried 5/0.

0:55

18. GSI agreement for inspection and testing; 2015 Street Maintenance project Green Valley 2" hot mix overlay

Les Mangus explained the work in Green Valley is ongoing from the 2014 Street Maintenance project and staff would like to continue with GSI for testing for the 2015 Street Maintenance project.

A motion was made by Council Member Nelson, seconded by Council Member Tabor to approve the change order in the amount of \$15,534 as presented. Motion carried 5/0.

0:56

19. GSI agreement for environmental services; Redbud Trail change order

Les Mangus explained this is finishing the final paperwork with KDHE. The original contract did not include the one-thousand foot (1,000') extension or the final report.

A motion was made by Council Member Nelson, seconded by Council Member Estes to approve the change order in an amount not to exceed \$4,700 as presented. Motion carried 5/0.

0:57

20. Salary Review Committee appointments

Council Members Hale, Coon and Mayor Lawrence will make up the committee. Council Member Nelson can if needed.

1:06

21. Executive Session – attorney client privilege

A motion was made by Council Member Tabor, seconded by Council Member Coon to go into executive session for approximately forty-five (45) minutes and to include the governing body, city administrator, assistant city administrator, city attorney and director of public works.

Motion carried 5/0.

1:55

A motion was made by Council Member Tabor, seconded by Council Member Estes to come out of executive session. Motion carried 5/0.

1:56

A motion was made by Council Member Tabor, seconded by Council Member Coon to return to executive session for approximately ten (10) minutes and to include the governing body, city administrator and city attorney. Motion carried 5/0.

2:09

A motion was made by Council Member Estes, seconded by Council Member Tabor to come out of executive session. Motion carried 5/0.

A motion was made by Council Member Nelson, seconded by Council Member Estes to extend the offer for right of way acquisition of the Green Valley Development property until February 1, 2016. Motion carried 5/0.

2:11

22. Member Items

Council Member Troy Tabor

- Reminded everyone to lock their car and house doors; and don't leave valuables laying in plain sight.
- There were fifty-nine (59) new single family permits pulled so far in 2015 showing growth in our city.
- Met with Craig Brown and feels like he is doing an exceptional job.
- Crescent Lakes HOA has recently done some digging around their dam and wondered if permits were necessary.
- Crescent Lakes has a lot of cracked sidewalks and he knows the HOA will be coming to the Council to ask for assistance in the cost of repairs.

Council Member Clark Nelson had none.

Council member Kris Estes

- Thanked everyone who helped with Greater Andover Days, again a great event.

Council Member Caroline Hale

- Recognized new and interesting projects that have been completed; the Welcome to Andover monument on 21st Street at 159th, the dog park in Central Park, and the bike rack at city hall.
- The library is looking for public input for design to replace the fallen tile on the front of the facility. They are scheduling a goal setting retreat for the library board.

Council Member Quentin Coon

- The YMCA Farha Center dedication was a very nice event and he complimented the YMCA on their work and efforts to make things happen.

Police Chief Michael Keller announced two-thousand one-hundred and fifty-three (2,153) pounds of groceries were donated at their “Fill-A-Cruiser” food drive held at Dillon’s on Saturday, October 10. The Andover Food Bank will receive the donations.

2:16

A motion by Council Member Tabor, seconded by Council Member Coon to adjourn. Motion carried 5/0.

Adjourn

Respectfully Submitted by

Susan Renner
City Clerk

Approved this 27th day of October, 2015, by the City Council, City of Andover, Kansas.