

ANDOVER CITY COUNCIL MEETING
MINUTES
Andover City Hall
1609 E. Central Avenue
August 30, 2016 – 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.)

0:02

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

Council Members present were Troy Tabor, Sheri Geisler, Clark Nelson, Kris Estes, Caroline Hale, and Phil White.

Staff: Police Chief Michael Keller, Chief Financial Officer Donna Davis, Fire Marshal Mike Roosevelt (arrived at 7:15 p.m.), Assistant City Administrator Jennifer McCausland, City Attorney J.T. Klaus, Assistant Public Works Director Rick Lanzrath, City Clerk Susan Renner, City Administrator Mark Detter and City Engineer Steve Anderson.

A/V: Cindy Barrett

0:03

3. Invocation was given by Pastor Leon Hiebert of the Andover Police Department Chaplains.

0:04

4. Pledge of Allegiance was led by Mayor Lawrence.

0:05

5. Public Forum
 - a. Amanda Shuster, 12205 E. Tipperary Circle, Wichita, represented Cub Scout Pack 584 with a request to hold their annual camp out in Central Park from 1:00 p.m. Saturday, October 8, 2016 to 10:00 p.m. October 9, 2016.

A motion was made by Council Member Nelson, seconded by Council Member Tabor, to approve the request as presented. Motion carried 6/0.

0:06

6. Acceptance of Agenda

Mark Detter requested two (2) additions to the agenda; an executive session for land acquisition, and an executive session for items covered under the attorney/client privilege.

A motion was made by Council Member Estes, seconded by Council Member Nelson to accept the agenda with modifications as requested. Motion carried 6/0.

0:07

7. Consent Agenda

a. Approval of Minutes

City Council Meeting: August 9, 2016

b. Receive & file reports

Police: July 2016

Library: Income & Expense 1st Qtr 2016; 4th Qtr 2015

Balance Sheets: December 2015; April 2016; May 2016; July 2016

Directors: November/December 2015; April 2016; May 2016; July 2016

c. Receive & file minutes

Library: November 11, 2015; April 13, 2016; May 10, 2016; July 13, 2016;

d. Approval of appropriation ordinance B-15-16 in the amount of \$ 7,107,572.68.

e. Approval of non-elected personnel items

- Donnell Hadley, Police Department position change from Officer to MPO I, with a pay increase from \$18.37 to \$18.70 per hour, effective September 11, 2016.
- Heath Kintzel, Police Department position change from MPO II to MPO III, with a pay increase from \$20.11 to \$20.44 per hour, effective September 25, 2016.
- Michelle Matson, Police Department position change from MCO II to MCO III, with a pay increase from \$18.11 to \$18.44 per hour, effective August 28, 2016.
- Allison Rehak, Police Department position change from Officer to MPO I, with a pay increase from \$17.87 to \$18.20 per hour, effective August 28, 2016.
- Richard Sebbo, Park Department Grounds and Building Superintendent change from exempt (salary) to non-exempt (hourly), with no change in hourly rate, effective October 10, 2016.

- f. Approval of a service agreement with iCompass Technologies, Seattle, Washington, for agenda management software services in the amount of \$6,000 annually.
- g. Approval of Greater Andover Days contract with Parr Sound & Lighting, Great Bend, Kansas, for September 29 to October 2, 2016, in the amount of \$6,000.
- h. Approval to solicit bids for the 2016 Street Rehab Project; 2” Mill and Overlay; and Crack Repair and Misc. Concrete Work.
- i. Approval of the submittal of a Request for Qualifications (RFQ) for the proposed amphitheater.
- j. Approval of proposed Redbud Trail rules as presented by staff and outlined in Ordinance 1614.

A motion was made by Council Member Hale, seconded by Council Member Estes, to approve the consent agenda as presented. Motion carried 6/0.

0:08

A motion was made by Council Member Nelson, seconded by Council Member Estes to modify the agenda, a second time, to add the Cox Communication Line Burial Agreement. Motion carried 6/0.

0:09

8. Cornerstone 7th Addition

Steve Anderson presented the agreement for construction engineering services and the plans for the development.

- a. MKEC Agreement for Professional Services

A motion was made by Council Member Nelson, seconded by Council Member Geisler, to accept the agreement as presented. Motion carried 6/0.

- b. Grading, sanitary sewer, storm water, and waterline extension plans and request authorization to take bids

A motion was made by Council Member Nelson, seconded by Council Member Geisler, to accept the plans and authorize the taking of bids. Motion carried 6/0.

0:12

9. Cornerstone Office 2nd Addition drainage improvement plan and request to present a negotiated bid

Steve Anderson, City Engineer, presented plans for improvement to the drainage and stabilization of the pond banks. Mr. Anderson stated the developer had requested to negotiate with a contractor. Staff has no issue with the request.

A motion was made by Council Member Nelson, seconded by Council Member Geisler to accept the plans and authorize for a negotiated proposal for consideration at the September 13, 2016 Council meeting. Motion carried 5/1. Council Member Geisler opposed.

0:18

10. A resolution approving a policy development and maintenance process (for the policy handbook)

Mark Detter explained as a result of the removal of employee policies from the Code of Municipal Policies this resolution outlines the process for what will be referred to as the City of Andover Policy and Guidelines Handbook.

A motion was made by Council Member Hale, seconded by Council Member Geisler, to adopt the resolution as presented. Motion carried 6/0. Resolution number 16-14 was assigned.

0:26

A motion was made by Council Member Geisler, seconded by Council Member Estes, to recess the City Council meeting and convene Public Building Commission meeting. Motion carried 6/0.

11. Public Building Commission President Estes called the meeting to order.

- a. Roll call

Public Building Commissioners present were Troy Tabor, Sheri Geisler, Clark Nelson, Ben Lawrence, Caroline Hale, and Phil White. Commission Secretary Susan Renner was also in attendance.

- b. Minutes of July 26, 2016

A motion was made by Commissioner Hale, seconded by Commissioner Tabor to approve the minutes as presented. Motion carried 7/0.

Rick Lanzrath explained the following items.

- c. GLMV change order 2 for street shop included the following:
 - i. Proposal request #3 Bauer & Son in the amount of \$543 for utility changes for power washer (*previously approved at the June 28, 2016 PBC meeting*)
 - ii. Proposal request #4 Bauer & Son in the amount of \$719 for fencing revisions
 - iii. Proposal request #5 Bauer & Son in the amount of \$550 for the addition of a pipe bollard

A motion was made by Commissioner Hale, seconded by Commissioner Geisler, to approve the change order in the amount of \$1,812 as requested by GLMV Architects. Motion carried 7/0.

- d. Street shop furniture

A motion was made by Commissioner Geisler, seconded by Commissioner Hale, to approve the purchase of office furniture from Galaxie Business Equipment, Winfield, Kansas, in the amount of \$16,239.71. Motion carried 7/0.

- e. Street shop air compressor

A motion was made by Commissioner Hale, seconded by Commissioner Geisler, to approve the purchase of the air compressor from S & S Equipment, Wichita, in the amount of \$7,826. Motion carried 7/0.

- f. Street shop security system

A motion was made by Commissioner Tabor, seconded by Commissioner Hale, to approve the purchase of the security system from 4PC, Augusta, Kansas, in the amount of \$175,786.18. (motion died)

Commissioner Lawrence stated he felt the cost of this proposed system is extremely excessive. He confirmed with Mr. Lanzrath the City would own the equipment and there would be no monitoring fee; it would be monitored through the city police department. Mr. Lanzrath added there are some required parts of this system that will assist with future buildouts.

Commissioner Lawrence requested Commission President Estes and he be allowed to meet with the vendor to discuss the proposal.

A motion was made by Commissioner Geisler, seconded by Commissioner Tabor to table the item and authorize Commission President Estes and Commissioner Lawrence to meet with the vendor to discuss the proposal; necessary wiring work should continue. Motion carried 7/0.

g. Street shop material handling and storage system

A motion was made by Commissioner Lawrence, seconded by Commissioner Tabor to approve the material handling and storage system purchase from Berry Material Handling, Wichita, in the amount of \$15,402.34. Motion carried 7/0.

A motion was made by Commissioner Hale, seconded by Commissioner Geisler, to adjourn and reconvene the City Council meeting. Motion carried 7/0.

0:45

ADD-ON

Executive Session – land acquisition

A motion was called by Council Member Geisler, seconded by Council Member Estes to go into executive session to discuss land acquisition and include the governing body, city attorney and city administrator for approximately ten (10) minutes. Motion carried 6/0.

A motion was made by Council Member Tabor, seconded by Council Member Geisler to come out of executive session. Motion carried 6/0.

No action was taken as a result of the executive session.

0:55

ADD-ON

Executive Session - attorney/client privilege

A motion was made by Council Member Geisler, seconded by Council Member Estes to go into executive session to discuss items covered under the attorney/client privilege and include the city council and city attorney for approximately ten (10) minutes. Motion carried 6/0.

A motion was made by Council Member Tabor, seconded by Council Member Estes to come out of executive session. Motion carried 6/0.

1:12

A motion was made by Council Member Geisler, seconded by Council Member Tabor to return to executive session and continue the discussion covered under the attorney/client privilege and

include the governing body, city attorney and city administrator for approximately five (5) minutes. Motion carried 6/0.

A motion was made by Council Member Estes, seconded by Council Member Geisler to come out of executive session. Motion carried 6/0.

No action was taken as a result of the executive session.

1:19

ADD-ON

12. Cox Communications Line Burial Agreement

Mayor Lawrence explained the agreement was discussed in the previous night's workshop meeting.

A motion was made by Council Member Nelson, seconded by Council Member Estes to approve the terms as outlined in the agreement in the amount of \$60,000 to share in the cost of moving the cable lines underground. Motion carried 6/0.

1:21

13. Member Items

Council Member Troy Tabor

- Congratulated Andover Central High School for their recognition by Newsweek as one of the top 500 schools in the United States.
- Recognized the opening of two (2) new business in Andover; Sakana Japanese Cuisine and Legacy Driving School.

Council Member Sheri Geisler had none.

Council Member Clark Nelson had none.

Council Member Kris Estes had none.

Council Member Caroline Hale

- Confirmed with Police Chief Keller the Redbud Trail rules approved in the consent agenda had been reviewed by their department.

Council Member Phil White had none.

Mayor Ben Lawrence

- Would like to explore the possibility of establishing a recreation commission. Although fees are attached to the city's programs they do not cover the cost; a recreation commission has the authority to tax not only the city but the entire school district which would shift the tax burden from the city.
 - JT Klaus added board members of a recreation commission are not elected officials they can recommend a tax with approval of the school district.

Mark Detter announced the honor given to Deputy Fire Chief Mike Roosevelt by the reappointment to his position on the Fire Service Training Commission by Governor Brownback.

1:29

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

Adjourn

Respectfully Submitted by

Susan Renner
City Clerk

Approved this 13th day of September, 2016, by the City Council, City of Andover, Kansas.