

**CITY COUNCIL  
Tuesday, August 31, 2010  
Minutes**

The Andover City Council met for a regular meeting on Tuesday, August 31, 2010, at 909 N. Andover Road in the Andover Civic Center. Mayor Ben Lawrence called the meeting to order at 7:00 p.m. City Council Members present were Caroline Hale, Julie Reams, J.R. Jessen, Clark Nelson, and Sheri Geisler. Others in attendance were: City Administrator Sasha Stiles, Assistant City Administrator Jennifer McCausland, Administrative Services Director Donna Davis, Fire Chief Jim Shaver, Police Chief Mike Keller, City Clerk Susan Renner, Communications/IT Director Bill Duggan, City Engineer Mike Thompson, and City Attorney Norman Manley. Council Member Tingley arrived at 7:29 p.m.

The Invocation was given by Pastor Jerry Smith of Faith Baptist Church.

Invocation

The Pledge of Allegiance was led by Mayor Lawrence.

Pledge of Allegiance

Mayor Lawrence opened the floor to public comment. No public comments were made. The public forum was closed.

Public Forum

Sasha Stiles requested agenda item 8: Andover Landing 20 Year Specials; item 9: Andover Landing revised petitions; item 10: Andover Landing resolution of advisability for improvements; item 11: Andover Landing ordinance authorizing construction of improvements; and item 12: Andover Landing bids, all be tabled until the developer submits revised petitions as the bids came in higher than the petitioned amount.

A motion was made by Council Member Geisler, seconded by Council Member Reams, to accept the agenda with items 8 thru 12 being tabled. Motion carried 5/0.

- A. Approval of Minutes:                      Town Hall Meeting, July 22, 2010  
    City Council Meeting, August 10, 2010  
    20 Year Specials Review Committee,  
    August 18, 2010
- B. Approval of appropriation ordinance B-15-10 in the amount of \$1,165,202.78
- C. Approval of a contract for Greater Andover Days  
    Apryl and the Get Down (*Friday night entertainment*) in the amount of \$800 for Friday, October 1<sup>st</sup>, 2010.
- D. Approval of non-elected personnel  
    Status change for Chris Matson from Firefighter 2 to Firefighter 3, with a pay increase from \$12.80 per hour to \$13.10 per hour, effective

September 1, 2010.

Status change for Vern Tripp from street department skilled maintenance worker to street department assistant street superintendent, with a pay increase from \$14.00 per hour to \$17.00 per hour, effective September 1, 2010

Motion carried 5/0.

Bill Duggan presented and requested approval to submit an application for the 2011 Wireless 911 Grant. Mr. Duggan explained that as of 2012 the current 911 system will not be supported and if this grant is received the city’s portion for replacement of the system would be approximately 30% of the total cost, approximately \$64,000, which is currently budgeted in the 911 tax fund.

2011 Wireless 911 Grant

A motion was made by Council Member Hale, seconded by Council Member Jessen, to approve the request to submit the application for the 2011 Wireless 911 grant. Motion carried 5/0.

Bill Duggan presented a letter on behalf of the City of Andover to United States Senators and Representatives in support of the allocation of 700 MHz spectrum (referred to as “D Block) to the national broadband plan for public safety instead of the auctioning of spectrum to private entities.

D Block endorsement

A motion was made by Council Member Geisler, seconded by Council Member Reams, to authorize the mayor to sign the letters of support. Motion carried 5/0.

Sasha Stiles presented an ordinance attesting to an increase in tax revenues for budget year 2011 for the City of Andover.

Ms. Stiles explained the ordinance is required by state law even though there is not an increase in the mill levy the city will be receiving more funds due to an increase in the city’s valuation.

Ordinance 1475  
Tax revenues

A motion was made by Council Member Hale, seconded by Council Member Geisler, to approve the ordinance as presented. Motion carried 5/0. Ordinance number 1475 was assigned.

Jennifer McCausland presented two resolutions of the City of Andover, Kansas, amending the Code of Municipal Policies of the City of Andover, Chapter 2, personnel, Article 2-6, Personnel Handbook; 1) for education and training reimbursement-on the job type training and 2); tuition reimbursement-for college courses where an employee is working toward a degree.

Code of Municipal Policy  
Chapter 2 – Article 6

Resolution 10-15  
Education & training  
reimbursement

Ms. McCausland explained these two resolutions will split the current policy to better define the reimbursement policy. She added the department head and city administrator must pre-approve any reimbursements. Ms. McCausland also stated the length of employment after reimbursement was changed from two years to one year; this is if an employee leaves employment with the city within one year of reimbursement they must repay the city.

Resolution 10-16  
Tuition reimbursement

A motion was made by Council Member Geisler, seconded by Council Member Reams, to approve both resolutions as presented. Motion carried 5/0. Resolution numbers 10-15, and 10-16 were assigned.

A motion was made by Council Member Reams, seconded by Council Member Geisler, at 7:27 p.m. to recess the Andover City Council meeting and convene the Andover Public Building Commission meeting. Motion carried 5/0.

Recess City Council meeting

Building Commission President Hale called the meeting to order at 7:27 p.m. Public Building Commissioners present were J.R. Jessen, Ben Lawrence, Clark Nelson, Julie Reams and Sheri Geisler. Also in attendance was Public Building Commission Secretary Susan Renner. Public Building Commissioner Dave Tingley arrived at 7:29 p.m.

Public Building Commission call to order

A motion was made by Public Building Commissioner Reams, seconded by Public Building Commissioner Geisler, to approve the minutes from the July 27, 2010 Public Building Commission meeting. Motion carried 7/0.

July 27, 2010 minutes

City Administrator Sasha Stiles presented Key Construction change order #8 in the amount of \$557.94 for raceway/sleeves for low voltage wiring.

Key Construction change order #8

Communications/IT Director Bill Duggan explained this change will allow for cost savings in the installation of cable and electrical as it is a more direct route to run cabling.

A motion was made by Public Building Commissioner Geisler, second by Public Building Commission Reams, to approve the change order as presented. Motion carried 7/0.

City Administrator Sasha Stiles presented Key Construction change order #9 in the amount of \$1,041.44 for a revision to the grading plan at the detention pond to correct run off issues. POE & Associates, City Engineer, has reviewed and approved the change.

Key Construction change order #9

A motion was made by Public Building Commissioner Lawrence, seconded by Public Building Commissioner Jessen, to approve the change order as presented. Motion carried 7/0.

A motion was made by Public Building Commissioner Jessen, seconded by Public Building Commissioner Reams, at 7:35 p.m. to adjourn the Public Building Commission meeting and reconvene the City Council meeting. Motion carried 7/0.

Adjourn Public Building Commission meeting and reconvene City Council meeting

City Clerk Susan Renner excused herself from the remainder of the meeting.

## Member Items

### Council Member Julie Reams

- Wished her daughter Emily a happy 6<sup>th</sup> birthday.

Council Member Sheri Geisler had none.

Council Member Clark Nelson had none.

### Council Member Caroline Hale

- Thanked Police Chief Keller for attending the Rural Executive Management Institute in Chicago  
Police Chief Keller commented the instructors were top notch, there were 27 chiefs and sheriffs from around the country in attendance, and it was funded 100% through the federal government.
- Thanked Jennifer McCausland and Mike Roosevelt for their participation in the Leadership Butler program.
- Butler Community College has received almost \$2 million in donations for their new stadium in El Dorado

### Council Member J.R. Jessen

- Wished everyone a safe Labor Day weekend

### Council Member Dave Tingley

- Apologized for being late; he was attending a school meeting
- Thanked the police department for a job well done with the scam artist who has been soliciting monies from Andover residents; the police department has arrested him.

Council Member Sheri Geisler inquired about the city's Transient Merchant License (door to door sales). Sasha Stiles stated individuals are required to have a license if they are selling a service door to door and citizens have the right to ask them to present their license.

Mayor Lawrence recommended the employee and volunteer appreciation event be changed from one event in January to a downsized event in December and a family picnic in late spring or early summer. Mayor Lawrence asked for Council Member volunteers to plan the events. No one volunteered.

A motion was made by Council Member Geisler, seconded by Council Member Jessen, at 7:54 p.m. to adjourn. Motion carried 6/0.

Respectfully Submitted by

Susan Renner

City Clerk

Approved this 14<sup>th</sup> day of September, 2010 by the City Council, City of Andover.