

**ANDOVER CITY COUNCIL
Tuesday, March 8, 2011
Minutes**

The Andover City Council met for a regular meeting on Tuesday, March 8, 2011 at 1609 E. Central Avenue in Andover City Hall. Mayor Ben Lawrence called the meeting to order at 7:00 p.m. City Council Members present were Caroline Hale, J.R. Jessen, Julie Reams, Clark Nelson, Sheri Geisler and Dave Tingley. Others in attendance were: City Administrator Sasha Stiles, Assistant City Administrator Jennifer McCausland, Director of Public Works and Community Development Les Mangus, Administrative Services Director Donna Davis, Fire Chief Jim Shaver, Police Chief Mike Keller, City Clerk Susan Renner, IT/Communications Director Bill Duggan, City Engineer Mike Thompson, City Bond Counsel J.T. Klaus, City Financial Advisor Mark Detter and City Attorney Norman Manley.

The Invocation was given by Pastor Robert Lukenbill, Andover Church of Christ. Invocation

The Pledge of Allegiance was led by Mayor Lawrence. Pledge of Allegiance

Mayor Lawrence opened the floor to public comment. No one spoke. The Mayor closed the public forum. Public Forum

Mayor Lawrence stated regular agenda item 12) a resolution regarding the issuance of taxable industrial revenue bonds for the Kansas Medical Center has been removed from the agenda at the request of bond counsel. Agenda

Council Member Geisler requested consent agenda item F) check request for CVB hotel vouchers be moved to the regular agenda for discussion.

A motion was made by Council Member Hale, seconded by Council Member Geisler, to accept the agenda as modified. Motion carried 6/0.

Mayor Lawrence signed a proclamation acknowledging Severe Weather Awareness Week as March 7-11, 2011. He asked all citizens to be prepared and have a plan in case of severe weather. Severe Weather Awareness proclamation

Mayor Lawrence presented Donna Davis with the Certificate of Achievement from the Government Finance Officers Association for financial reporting for 2009. Mayor Lawrence added this is the 31st year in a row the City has received this honor and for Mrs. Davis her 12th year. GFOA Achievement award

Paige Welch, 708 Broadview, House of Hope-Wichita, requested Council permission to reserve the walk/run path and gazebo in Central Park on June 4 for a fund raising event. Kim Snap explained the mission of House of Hope Wichita and added this is the first fund raiser toward the purchase of a home for the program. House of Hope-Wichita request for us of park

A motion was made by Council Member Reams, seconded by Council Member Jessen, to approve the use of Central Park as requested on June 4, 2011. Motion carried 6/0.

Herk Russell, Hope Community Church Leadership Team, spoke for Matt Rivers, Director of Hope in Action, Hope Community Church, Andover. Mr. Russell explained Mr. Rivers is organizing a community service to help individuals who need assistance with cleaning up their property. Mr. Russell stated they would like support in the promotion of the event and assistance with identifying projects.

Hope Community Church community outreach program

The Council concurred this was a great project and would be in support of it.

Don Rogers, Waste Connections, 2745 N Ohio, Wichita, stated trash and recycle service in Andover is going well with a 50% reduction in disposal due to recycling. He added there are over 900 customers that have not signed up for recycling rewards and would encourage them to do so.

Waste Connections update

Mayor Lawrence presented consent agenda items A thru E and item G.

Consent agenda

A. Approval of Minutes: City Council Workshop, February 21, 2011
City Council Meeting, February 22, 2011

B. Receive & file reports:
i. Finance January 2011
ii. Fire 2010 Annual
February 2011
iii. Library October 2010

C. Receive & file minutes
i. Site Plan Review November 2, 2010, December 7, 2010,
January 4, 2011
ii. Planning October 19, 2010, November 16, 2010,
Commission December 21, 2010, January 18, 2011
iii. Library November 10, 2010
iv. CVB February 17, 2010, July 15, 2010
v. PAI November 12, 2010, December 3, 2010

D. Approval of appropriation ordinance B-04-11 in the amount of \$293,584.59

E. Approval of Police Department General Orders; M1111 Cash Fund Account; O2401 Bomb Threats; O2403 Rapid Response Deployment; O2501 Criminal Investigations; O2516“Crime Scene Processing.

F. Approval of a check request for CVB hotel vouchers (*moved to regular agenda*)

G. Approval of a Wastewater Department purchase of a replacement HVAC system in the amount of \$4,197. from McCune Heating &

Cooling of Augusta.

A motion was made by Council Member Reams, seconded by Council Member Geisler, to approve consent agenda items A thru E and item G and moved item F to the regular agenda for discussion as requested by Council Member Geisler. Motion carried 6/0.

Mayor Lawrence asked Council Member Geisler what her questions and concerns were regarding consent agenda item F) check request for CVB hotel vouchers.

CVB hotel vouchers item F moved from consent agenda

Council Member Geisler apologized; she had thought the request was for something other than hotel vouchers.

A motion was made by Council Member Geisler, seconded by Council Member Tingley, to approve the request for payment in the amount of \$2,080 to the Express Inn from CVB funds. Motion carried 6/0.

Mayor Lawrence presented a resolution 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. (floating holiday pay)

Resolution 11-05 floating holiday pay

Mayor Lawrence stated this resolution and the resolution on the next agenda item are clarification of a process that is already in place and were discussed by Council at the February 21, 2011, Council workshop and tabled from the February 22, 2011, Council meeting.

A motion was made by Council Member Geisler, seconded by Council Member Reams, to adopt the resolution as presented. Motion carried 6/0. Resolution number 11-05 was assigned.

Mayor Lawrence presented a resolution 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. (holiday pay for firefighters)

Resolution 11-06 Firefighters holiday pay

A motion was made by Council Member Geisler, seconded by Council Member Reams, to adopt the resolution as presented. Motion carried 6/0. Resolution number 11-06 was assigned.

Item 12 was removed from the agenda due to incomplete paperwork.

Item 12 removed

Mayor Lawrence presented a resolution setting the date, time and place for a public hearing to receive and hear complaints and objections to the proposed special assessments for the construction of certain improvements in the City, as heretofore authorized by Resolution Nos. 07-03, 07-13, 08-01, and 08-07 (as amended by Resolution Nos. 08-23 and 08-35); directing publication of a notice of public hearing; and further directing the mailing of a notice of hearing and statement of costs proposed to be assessed to each and all of the property owners liable for such special assessments.

Resolution 11-07 set public hearing for special assessments

J.T. Klaus, Tripplett, Woolf & Garretson, City Bond Counsel, stated the final costs for improvements for Keystone Parkway & 21st Street north arterial and left turn lane; 21st Street north arterial enhancement; Cornerstone Third Addition water, sewer, paving and drainage; Crescent Lakes Fifth Phase water, sewer, paving, and storm water drainage are complete and final costs are known and it is time to move toward permanent financing and that begins with the public hearing.

A motion was made by Council Member Nelson, seconded by Council Member Reams, to adopt the resolution as presented setting the public hearing for March 29, 2011, at 7:00 p.m. at Andover City Hall, 1609 E. Central. Motion carried 6/0. Resolution number 11-07 was assigned.

Mayor Lawrence presented an agreement with the Kansas Department of Transportation (KDOT) for the grading and resurfacing of the 21st Street corridor project. KDOT agreement
21st corridor

Les Mangus stated it was a typical agreement for federal/WAMPO funded projects giving KDOT the authority to bid and administer the project. KDOT will be paying 80% of the costs and the City will pay 20%.

Council Member Tingley expressed concerns regarding the road widening reaching the entrance of the new Andover Landing Addition entrance on 21st Street.

Mr. Mangus explained that the 1,000' foot east of Andover Road is the maximum limit for the project and the widening of the road would extend approximately 700' which would not reach the entrance to Andover Landing.

A motion was made by Council Member Geisler, seconded by Council Member Nelson, to accept the contract as presented and authorize the Mayor to sign. Motion carried 6/0.

Sasha Stiles presented an amendment to the Poe & Associates contract for management and services dated July 27, 2010 for the Andover Landing Addition. Ms. Stiles explained with the Andover Landing Addition increased scope of paving and storm water drain projects the cost of inspection and project administrative services also increased. Poe & Associates contract
amendment for Andover
Landing

A motion was made by Council Member Nelson, seconded by Council Member Geisler, to approve the amendment as presented adding \$12,840 to the original contract. Motion carried 6/0.

Sasha Stiles presented an outline and agreement for architectural services from Rice-Foster Associates Landscape Architects for the final landscape plan for the 21st Street improvements. Ms. Stiles added this item was not budgeted for 2011 but funds are available in the Highway Improvement Reserve to cover the cost. Rice-Foster agreement for
the 21st Street corridor
project

A motion was made by Council Member Nelson, seconded by Council Member Geisler, to approve the agreement in an amount not to exceed \$4,885. Motion carried 6/0.

Mayor Lawrence presented a resolution in support of continued State funding for the Kansas Affordable Airfares Program. Mayor Lawrence stated there is no cost involved; it shows our Governing Body's support of the program.

Resolution 11-08
Kansas Affordable
Airfares Program

A motion was made by Council Member Tingley, seconded by Council Member Geisler, to adopt the resolution as presented. Motion carried 6/0. Resolution number 11-08 was assigned.

A motion was made by Council Member Tingley, seconded by Council Member Geisler, at 7:42 p.m. to recess the City Council meeting and convene the Andover Public Building Commission meeting. Motion carried 6/0.

Recess City Council
meeting

Building Commission President Hale called the meeting to order at 7:42 p.m. Public Building Commissioners present were Dave Tingley, J.R. Jessen, Ben Lawrence, Clark Nelson, Julie Reams and Sheri Geisler. Also in attendance was Public Building Commission Secretary Susan Renner.

Call to order Andover
Public Building
Commission meeting

A motion was made by Public Building Commissioner Reams, seconded by Public Building Commissioner Geisler, to approve the minutes from February 22, 2011. Motion carried 7/0.

February 22, 2011 minutes

Public Works Director Les Mangus presented a proposal for necessary irrigation improvements around the plaza located between the library and city hall.

Irrigation improvements
for plaza

City Administrator Sasha Stiles stated there were building project funds to cover the cost.

A motion was by Public Building Commissioner Lawrence, seconded by Building Commissioner Geisler, to approve the proposal from Countryside Lawn & Care of Wichita in the amount of \$1,600. Motion carried 7/0.

Public Building Commissioner Lawrence stated the final numbers for the cost of the building are almost complete and the project has come in under budget.

A motion was made by Public Building Commissioner Geisler, seconded by Public Building Commissioner Reams, at 7:47 p.m. to adjourn the Public Building Commission meeting and reconvene the Andover City Council meeting. Motion carried 7/0.

Adjourn and reconvene
City Council meeting

Member items

Member items

Council Member Julie Reams had none.

Council Member Sheri Geisler

- Stated she had recently stood in line at the tag office and commended their staff for doing a good job.

Council Member Clark Nelson

- Stated after reading the expenditures for the City Council members for the past few years, noted in the FYI section of his meeting packet, that it appeared to be a pattern of one member expending where no other members have. Council Member Nelson added he would like these guidelines to be reviewed; he felt paying for out of state trips is inconsistent with what the city is trying to exhibit.

Sasha Stiles explained \$20,000 is budgeted for Council contingency in the general fund for items such as the employee appreciation banquet, the banners that were put up for the 50th anniversary, and other unforeseen expenses related to action the council may take and this is where travel expenses for Council is taken. Any funds not used are moved as a cash balance at the beginning of the next budget year. Ms. Stiles reminded the Council that these out of state trips were approved by the Governing Body prior to the expense.

Council Member Hale stated the trips are meetings and conferences at state and national levels concerning city business and the Council may not be aware of when the member traveled but had approved the participation. She agrees the guidelines should be discussed.

Council Member Reams stated she was the member who has taken the trips and when she accepted the appointment to the National League of Cities-Small City's Council it was approved by this Governing Body for the two annual trips required. She stated she has represented the City of Andover in a distinguished manner, accepted continuing education, and has not done anything wrong. She added if we are not going to partake in the opportunities offered through these organizations maybe we should not belong to them.

Council Member Geisler would like this issue to be put on a workshop meeting agenda.

Council Member Caroline Hale

- Reminded everyone of the Senior Center monthly breakfast on March 19
- Stated she is looking for volunteers to assist in a Numana project sponsored thru Rotary and the Andover Central Middle School to help raise \$30,000 and on May 12 pack meals to be sent to Haiti with a goal to feed 100,000 people.

Council Member J.R. Jessen had none.

Council Member Dave Tingley

- Stated his appreciation for Matt Rivers with Hope Community Church and the community outreach program he has put together.
- Stated the City of Andover has a great Rotary Club.
- Inquired if we were getting a giant ice machine. Les Mangus confirmed there is an ice vending machine being installed at Andover Square.
- Asked people to leave the candidate signs alone, they cost money and the people are running for essentially volunteer positions for the city.

Mayor Ben Lawrence

- Stated the 2010 US Census data was released and our population as of July 2010 is 11,791. The information will be posted on the city website.
- Invited everyone to come and tour the City Hall during open house on Thursday, March 10, from 4:30 p.m. to 6:30 p.m.

Council Member Hale inquired about 'Andover Connect'. Sasha Stiles stated this is an Andover Chamber of Commerce event. Adjourn

A motion was made by Council Member Geisler, seconded by Council Member Reams, at 8:10 p.m. to adjourn. Motion carried 6/0.

Respectfully Submitted by

Susan Renner

City Clerk

Approved this 29th day of March, 2011 by the City Council, City of Andover.