

**ANDOVER CITY COUNCIL
Tuesday, August 30, 2011
Minutes**

1. Mayor Lawrence called the meeting to order at 7:04 p.m.

2. Roll Call

City Council Members present were Council Member Byron Stout, Council Member Sheri Geisler, Council Member Dave Tingley, Council Member Clark Nelson, Council Member Caroline Hale, Council Member Troy Tabor, Mayor Ben Lawrence, Administrative Services Director Donna Davis, Police Chief Mike Keller, Fire Chief Jim Shaver, Assistant City Administrator Jennifer McCausland, City Attorney Norman Manley, City Administrator Sasha Stiles, City Clerk Susan Renner, City Engineer Mike Thompson, and Public Works & Community Development Director Les Mangus.

3. Invocation (no invocation was given)

4. Pledge of Allegiance

5. Public Forum

Suzi Thein, Executive Director of the Sunlight Children's Advocacy and Rights Foundation, announced they have begun work on a children's home in Andover. Hope Community Church has donated three acres of land, GLMV Architecture has donated their services for the 1st phase of the plan and the agency will now begin raising funds for construction. Ms. Thein explained the facilities focus will be temporary emergency shelter servicing Butler County, Greenwood County and Elk County. Ms. Thein thanked the Council for their continued support of their offices in El Dorado.

6. Acceptance of Agenda

Sasha Stiles presented two additional items that were discussed at the previous night's workshop for Council consideration; 1) Official Payments on line bill pay contract and 2) Envisioning Economic Prosperity for Your Community agreement.

Ms. Stiles provided a revised water sales agreement with the City of Wichita for agenda item 12 along with the original contract from 1975; there was a correction to agenda item 10 which should state repealing Chapter 18, Article 5; and requested consent agenda item (j) be tabled due to document viewing issues in their meeting packet.

8. Consent Agenda

- a. Approval of Minutes
 - i. City Council Meeting: August 9, 2011
- b. Receive & file reports
 - i. Police - July 2011
 - ii. Library: July 2011 Finance Report
August 2011 Directors Report
- c. Receive & file minutes
 - i. Planning Commission: June 21, 2011
 - ii. Library: July 13, 2011
- d. Approval of appropriation ordinance B-15-11 in the amount of \$ 1,728,993.28.
- e. Approval of non-elected personnel items
DeJe Glassburn, Building & Inspection Inspector, longevity increase from \$18.84 per hour to \$19.34 per hour effective August 30, 2011.
Steve Anderson, new hire, Assistant Public Works Director/City Engineer, at an annual wage of \$57,000, effective September 9, 2011.
- f. Approval of a check request for CVB funds to the Chamber of Commerce for 2011 Community Champion membership in the amount of \$10,000.
- g. Approval of Police Department General Orders: M1301 Training: Organization & Administration; M1302 Recruit Training; M1303 Field Training Program; M1304 In-Service, Briefing & CALEA Training; M1305 Specialized Training; M1307 Civilian Training; O2114 Use of Interpreters; O2201 Driving Under the Influence; O2409 Vehicle Towing and Impoundment.
- h. *As Corrected 11/8/11 Approval of the Mayoral appointment of Shane Davis, 555 N. Stonetree Place, Andover, to the Planning Commission inside City limits position vacated by Nikki Huntington with the term expiring May 2013.*

Original Approval of the Mayoral appointment of Shane Davis, 555 N. Stonetree Place, Andover, to the position vacated by Jan Cox on the Planning Commission with the term to expire May 2012.

i. Approval of the Greater Andover Days 2011 schedule and vendor contracts

i. 2011 Schedule

All events are held at Andover Central Park, 1607 E. Central, unless otherwise noted in this schedule. Visit www.andoverks.com for sign up forms to enter the business expo/craft fair, fishing clinic, softball tournament, parade and other activities listed or call the City of Andover at (316) 733-1303.

Thursday, September 29, 2011 5pm – 10pm

FREE Shuttle service provided every 10 minutes from 5pm – 11pm from Andover Central Middle and Andover Central High School parking lots to Central Park.

4pm – 8pm – Sunflower Elementary Consignment Sale – Located at Sunflower Elementary, 616 E. Douglas.

5pm – 8:40pm - Andover Schools in Concert at the Central Park Gazebo

- 5:00pm – Andover Central High School Jazz Bands
- 5:45pm – Andover High School Jazz Bands
- 6:00pm – Martin Elementary School
- 6:30pm – Meadowlark Elementary
- 7:20pm – Andover Central Middle School Sixth Grade Choir
- 7:45pm – Andover Central High School Choir
- 8:15pm – Andover High School Choir

5pm – 10pm - Information Booth, First Aid, Police & Lost Child Station – Located at the Lodge

5pm – 10pm - Food Court – *Sponsored by the Andover Rotary Club*

6pm – 10pm - Ottaway Amusement Carnival (Wrist Band Special - \$25)

Friday, September 30, 2011 5pm – 11pm

FREE Shuttle service provided every 10 minutes from 5pm – 12am from Andover Central Middle and Andover Central High School parking lots to Central Park.

4pm – 8pm – Sunflower Elementary Consignment Sale – Located at Sunflower Elementary, 616 E. Douglas.

5pm – 10pm – Information Booth, First Aid, Police Lost Child Station – Located at the Lodge

5pm – 10pm – Food Court Open – *Sponsored by the Andover Rotary Club*

5pm-7pm – Bingo – Located at the Andover Senior Center, 410 Lioba –*Sponsored by Humana, Equity Bank, Hospice of Kansas and Holiday Inn.*

6pm – 8pm – VIP Tailgate Party featuring The Banned at City Hall plaza. Purchase a parking space in the park for only \$10 per space and tailgate during the concert. Carrie McDonald Face Painting, a balloon artist, sidewalk chalk art and City of Andover's Big Boy Toys.– *Sponsored by Vornado*

6pm – 7pm– Flag Retirement Ceremony – Located at the Lodge fire pit – *Special thanks to Boy Scout Troop #533*

6pm – 10pm - Ottaway Amusement Carnival (Wrist Band Special - \$25)

Saturday, October 1, 2011 10am – 11pm

Free Shuttle service provided every 10 minutes from 11am– 12am from Andover Central Middle and Andover Central High School parking lots to Central Park.

7am – 10am – Country Breakfast – Located at the Andover Senior Center, 410 Lioba

7:30am – Fun Run – Located at the Andover 13th Street Sports Park – *Sponsored by Kansas Medical Center and Shelter Insurance- Jodi Ocadz*

8:30am – 9:15am – Parade Line-up (see parade route at www.andoverks.com)

8am – Free donuts & coffee while supplies last – Located at Timbuktu 1251 N. Andover Road

9am – 1pm & 1:30 – 4:30pm – Sunflower Elementary Consignment Sale – Located at Sunflower Elementary, 616 E. Douglas.

9 am – GAD 5th Annual Coed Softball Tournament – Located at Andover Central High School Ball Diamonds- *Sponsored by Wichita Concrete Pipe.*

10am – Greater Andover Days Parade – Parade starts at 13th & Andover Road going south, east on Central then south on Shay to Sunflower Elementary School's parking lot – *Sponsored by Emprise Bank*

10am – 4pm – Business Expo/Craft Fair

10am – 10pm - Food Court Open – *Sponsored by the Andover Rotary Club*

11am – 11pm – Information Booth, First Aid, Police and Lost Child Station – Located at the Lodge

11am – 10pm – Ottaway Carnival Rides – *\$25 Wrist Band Specials 12pm – 5pm & 5pm – 10pm*

11am – 2pm – Monterrey Dinner – Located at the Generations Church 425 Greenvalley Drive

11am – 3pm – KidFest sponsored by INTRUST Bank featuring Sunny Day Celebrations with a Family Know-it-all Game, Follow Da Leader Dance A-Long, Refrigerator Challenge, What Time Is It?, Potato Sack Races, As Simple as ABC and crafts. Also featuring KID-ID, YMCA gymnastic and dance performances, face painting, Digging for Treasure with Fidelity Bank, Butler County Children's Fire Safety House and Wholesale Fireworks Jumpy Jumps.

11am – 3pm – Petting Zoo *Sponsored by Hope Community Church*

11:30am – Andover YMCA Cheer & Dance – Located at the Gazebo

11:30am - EMS/AED Demonstration by Butler County EMS

12pm – 4pm – Car Show at Central Park – *Presented by Wheat State Falcon Club*

12pm – 1:30pm Pet Show – Located at the Gazebo – *Presented by Andover Vet Clinic*

1pm – Hotdog Eating Contest – Located in front of stage – *Sponsored by Andover American, KSCW Crew, Sonic and Farmland*

1pm – 4pm – Fishing Clinic – *Sponsored by Poe & Associates*

1:30pm – 2pm – Ballet Styles School – Located at the Gazebo

1:30pm – EMS/AED Demonstration by Butler County EMS

2pm – 2:30pm – Dance Magic – Located at the Gazebo

2:30pm – 3pm – Air Capital Taekwondo – Located at the Gazebo

3pm – 3:30pm – Corry Academy of Irish Dancing – Located at the Gazebo

3pm – 3:30pm – Car Show Winners Announced

3pm – 4pm – Pig Catch

3:30pm-4pm – Hope Squad Band – Located at the Gazebo

3:30pm – EMS/AED Demonstration by Butler County EMS

4pm-5pm – Zumba Demonstrations by YMCA – Located on stage at City Hall plaza

4pm – 6pm - Monterrey Dinner – Located at the Generations Church 425 Greenvalley Drive

6pm – 7pm – Ice Cream Social – Located on the west side of the Lodge - *Sponsored by Dairy Queen*

6pm – Parade Winners Announced – Located on stage at City Hall plaza

6pm – Waste Connections Top Recycling Awards – Located on stage at City Hall plaza

6:30pm – 10pm – Concert in the Park Featuring 3 Ring Circus – Located on stage at City Hall plaza - *Sponsored by Capitol Federal and Laham Developments.*

7pm – 11pm – Beer Garden – Located between Bush Parkway and City Hall parking lot – *Special thanks to*

Andover Area Chamber of Commerce Board Members.

8:30pm – Fireworks Show - *Sponsored by Andover State Bank*

- ii. 3 Ring Circus contract for Saturday, October 1, 2011 in the amount of \$3,500
- iii. Carrie McDonald contract for Friday, September 30, 2011 in the amount of \$600
- iv. KEYN the Buzz contract for advertising in the amount of \$1,986
- v. KP Pro Audio contract for sound and lighting September 29 & 30, and October 1, 2011 in the amount of \$3,950
- vi. PAX Balloon Artist contract September 30, 2011 in the amount of \$225
- vii. Sunny Day Celebrations contract for October 1, 2011 in the amount of \$950
- viii. The Banned contract for September 30, 2011 in the amount of \$2,070
- j. Approval of Park Department purchases
 - i. eight picnic tables for the 13th Street Park shelter from Kay Park & Recreation of Janesville, Iowa in the amount of \$3,895
 - ii. two picnic tables for the 13th Street Park playground area from Kay Park & Recreation of Janesville, Iowa in the amount of \$1,065
 - iii. 176 cubic yards of Zeager hardwood mulch for the Central Park playground from Athco of Lenexa, Kansas in the amount of \$4,820
- k. Approval of a Fire Department purchase of 35 Minitor V pagers from FirstWireless of Wichita, Kansas in the amount of \$14,665
- l. *Approval of the recommendation of the Grant of Public Funds Committee to grant \$3,000 to the Andover Senior Center to assist in the cost of their lunch program (tabled)*

7. Presentations

- a. Cheri Nienke, Andover Public Library Assistant Director, gave a presentation on the third annual Big Read project planned for October 15, the “Vietnam War Experience in Images.” It will be held at the Andover Public Library with authentic Vietnam equipment including helicopters, jeeps, and trucks to be

parked in the gravel parking lot south of the library. Ms. Nienke asked the Council for their approval of the event.

The Council concurred to approve the request.

9. Supplemental Agreement with Poe & Associates (21st Street project)

Sasha Stiles presented the agreement for additional engineering and stated the agreement had been discussed at the previous night's workshop.

A motion was made by Council Member Clark Nelson, seconded by Council Member Byron Stout to approve the Supplemental Agreement with Poe & Associates for additional engineering for the 21st Street project as it pertains to additional access points across the planned island medians in the amount of \$12,000. Motion carried 6/0.

10. An ordinance repealing Section 18, Article 5, in its entirety, of the Code of the City of Andover dealing with abandoned vehicles.

Police Chief Keller explained this is removing information that is addressed in Section 18, Article 9, of the Code of the City of Andover.

A motion was made by Council Member Dave Tingley, seconded by Council Member Troy Tabor to adopt an ordinance repealing Section 18, Article 5, in its entirety, of the Code of the City of Andover, dealing with abandoned vehicles. Motion carried 6/0. Ordinance number 1494 was assigned.

11. GLMV Proposal for Street Shop Space Needs Analysis and Conceptual Design

Les Mangus stated proposals were solicited for architectural services for the proposed street department maintenance shop. GLMV Architecture of Wichita was selected by the review committee and the contract includes services for the space needs study and a conceptual design that will ready the project for construction documents in the amount of \$6,000.

A motion was made by Council Member Clark Nelson, seconded by Council Member Sheri Geisler to approve the GLMV Proposal for the Street Shop Space Needs Analysis and Conceptual Design. Motion carried 6/0.

12. Water Sales Contract with the City of Wichita to provide water to the City of Andover

Mayor Lawrence stated the contract was basically the same as the current contract with the City of Wichita (signed in 1975). This agreement will allow time to look for

alternatives, in 30-40 years water resources will be the biggest issues confronting municipalities.

A motion was made by Council Member Caroline Hale, seconded by Council Member Sheri Geisler approve the 20 year Water Sales Contract with the City of Wichita to continue to provide water to the City of Andover. Motion carried 6/0.

13. Kansas League of Municipalities Conference October 8-10, 2011, in Wichita

- a. Council Member registrations as follows:
Byron Stout – Saturday
Sheri Geisler – Saturday/Sunday
Dave Tingley – Saturday/Sunday
Clark Nelson – Saturday/Sunday/Monday
Troy Tabor – Saturday/Sunday/Monday
- b. Appointment of voting delegates

A motion was made by Council Member Byron Stout, seconded by Council Member Caroline Hale to approve the appointment of Troy Tabor, Clark Nelson and Sasha Stiles as voting delegates at the Kansas League of Municipalities Conference October 8-10, 2011, in Wichita. Motion carried 6/0.

14. 13th Street Community Center re-model proposals

Les Mangus explained bids had been solicited for remodel work at the 13th Street Community Center and they found the scope of the work to be too aggressive and the cost too high. The RFP was revised and the recommended proposal is \$6,000 more than the \$50,000 budget and the funds are available in the park budget.

A motion was made by Council Member Clark Nelson, seconded by Council Member Caroline Hale to approve 13th Street Community Center re-model proposal submitted by Arlen's Home Improvement of Andover in the amount of \$56,000. Motion carried 6/0.

15. APAC change order request #3 for the Prairie Creek Addition ditches and adjustments of inlets

Mike Thompson, Poe & Associates, City Engineer, stated this work is needed to correct and finish the north side of 13th Street where it was not draining properly. The \$14,375 is within the petitioned amount.

A motion was made by Council Member Sheri Geisler, seconded by Council Member Troy Tabor to approve APAC change order request #3 for the Prairie Creek Addition ditches and adjustments of inlets in the amount of \$14,375. Motion carried 6/0.

15A Official Payments Corporation on line bill pay contract (add-on)

Jennifer McCausland presented a contract from Official Payments of Reston, Virginia, which would allow citizens to use their credit or debit card, and/or an electronic check to pay for services provided through City Hall, i.e. facility rentals, permits, utility bills, court fines, etc. This item was discussed at the previous night's workshop.

A motion was made by Council Member Dave Tingley, seconded by Council Member Sheri Geisler to table this item to the September 13 meeting to allow more time for City Attorney Norman Manley to review. Motion carried 6/0.

15B Economic Prosperity for Your Community contract (add-on)

Jennifer McCausland presented an agreement with K-State's Office of Local Government to participate in a strategic planning and visioning program. This item was discussed at the previous night's workshop.

A motion was made by Council Member Sheri Geisler, seconded by Council Member Caroline Hale to approve the contract as presented in an approximate amount of \$8,000. Motion carried 5/1. Council Member Clark Nelson opposed.

16. Member Items

Sasha Stiles confirmed the attendance of the Governing Body for the joint meeting with USD 385 and Butler Community College Board on October 19. All responded they would attend.

Sasha Stiles stated the GAD schedule was an insert in the utility bills that were just mailed.

Sasha Stiles stated the City has obtained a bulk mailing permit.

Council Member Byron Stout had none.

Council Member Sheri Geisler

- National Night Out was held August 6, there was a good turn out and she heard a lot of good comments.

Council Member Dave Tingley

- Complimented the work on the road in Green Valley

Council Member Clark Nelson

- Commended Mayor Lawrence and staff for their work on the water contract and added that this contract is a bigger deal than what some may think.

Council Member Caroline Hale

- Appreciated all the work that went in to National Night Out
- Stated recycle carts are only in the parks during scheduled events; trash is being thrown in them so they were removed.

Council Member Troy Tabor had none.

Mayor Lawrence

- Presented and signed a proclamation in remembrance of September 11, 2001.
- Stated staff has a master schedule for the City's on-going road maintenance program.
- Stated there was a discussion with the City of Wichita and Sedgwick County to determine street maintenance of 159th between US 54 and Central and hopefully they will come to an agreement to rehabilitate.

Donna Davis stated she had received calls from citizens inquiring if the paving in Green Valley would be added to their specials and she had the opportunity to explain the 1-cent sales tax that is specific for road maintenance.

17. Adjourn

A motion was made by Council Member Sheri Geisler, seconded by Council Member Byron Stout at 8:07 p.m. to adjourn. Motion carried 6/0.

Respectfully Submitted by

Susan Renner
City Clerk

Approved this 13th day of September, 2011 by the City Council, City of Andover