

**ANDOVER CITY COUNCIL**  
**Tuesday, December 27, 2011**  
**Minutes**

1. Call to Order

2. Roll Call

The Andover City Council met for a regular meeting on Tuesday, December 27, 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 Byron Stout IV (arrived at 7:06 p.m.), Sheri Geisler, Dave Tingley, Clark Nelson, Caroline Hale, and Troy Tabor. Others in attendance were: Police Captain Randy Coffman, Administrative Services Director Donna Davis, Fire Chief Jim Shaver, Assistant City Administrator Jennifer McCausland, City Attorney Norman Manley, Public Works and Community Development Director Les Mangus, City Clerk Susan Renner, City Administrator Sasha Stiles, and Communications/IT Director Bill Duggan.

3. Invocation was given by Pastor Dayton Poe of Andover Generations Church

4. Pledge of Allegiance was led by Mayor Lawrence

5. Public Forum – no one commented

6. Acceptance of Agenda

A motion was made by Council Member Clark Nelson, seconded by Council Member Troy Tabor to accept the agenda as presented. Motion carried 5/0.

7. Proclamation in Recognition of the School Board

Keturah Austin, USD 385 Communications, was present to accept the proclamation.

8. Consent Agenda

- a. Approval of Minutes
  - i. City Council Workshop: December 12, 2011
  - ii. City Council Meeting: December 13, 2011
- b. Receive & file reports
  - i. CVB 2012 Budget
- c. Receive & file minutes
  - i. Site Plan Review: November 1, 2011
  - ii. Planning Commission: February 15, 2011; March 15, 2011
  - iii. CVB: February 16, 2011; March 16, 2011

- iv. PAI: November 11, 2011
- d. Approval of appropriation ordinance B-23-11 in the amount of \$ 372,625.81.
- e. Approval of non-elected personnel items:  
  
Mickey Farris, Police Department, position change from MPO II to MPO III, with a pay increase from \$19.02 per hour to \$19.35 per hour, effective January 9, 2012.  
  
Stephen Cullinane, Fire Department, position change from Reservist to Part-time Firefighter, at a wage of \$11 per hour, effective January 1, 2012.
- f. Approval of a request for a fireworks display (Class C) on December 31, 2011 at 736 Ruth Avenue, from 11:45 p.m. to 12:45 a.m.
- g. Approval of Cereal Malt Beverage license renewals for 2012.
  - 1. Golden Garden Restaurant, 544 N Andover Road  
Vanna Lee, Owner
  - 2. Cedar Pines of Andover, 1208 W Highway 54  
Robert Bauer, Manager
  - 3. City of Andover, 1607 E Central  
Ben Lawrence/Sasha Stiles
  - 4. Milaan, LLC (Timbuku), 1251 N Andover Rd  
Larry Sell/Michelle Sell
  - 5. Presto C Stores, LLC (Primo), 514 S Andover Rd  
Shannon Bass, Manager
- h. Approval of KDOT/LaFarge change order 22 for signage for South Andover Road (\$896.41).
- i. Approval of KDOT/Cornejo & Sons change order 3 for modifications to median and driveways for 21st Street (\$13,823.33).
- j. Approval of KDOT/Cornejo & Sons change order 4 adding 26 working days to the original contract for 21st Street.
- k. Approval of an invoice from the League of Kansas Municipalities for the City's 2012 membership in the amount of \$5,766.71.
- l. Approval of the Communications/IT Department purchase of two (2) desktop computers for police sergeants' and two (2) police notebook computers for police detectives' from ComputersPlus, Andover, in the amount of \$7,216.

- m. Approval of the Communications/IT Department software purchase of two Crystal Reports single user licenses from SAP Online in the amount of \$1,285.
- n. Approval of a letter of engagement with George, Bowerman & Noel, P.A., Wichita, for 2011 audit services.
- o. Approval of a check request for CVB funds for the hotel voucher program in the amount of \$6,760 for vouchers dated 7/1/11-12/14/11.
- p. Approval of a Parks Department purchase request for a Top Dresser from Brian Conrad, Eudora Kansas, in the amount of \$2,775.
- q. Approval of renewal of the agreement with AAA Janitorial, Wichita, for cleaning services; city hall \$1,250 monthly, police department \$900 monthly and court facilities \$250 monthly.

A motion was made by Council Member Clark Nelson, seconded by Council Member Dave Tingley to approve consent agenda items a through q as presented. Motion carried 5/0.

[9. A resolution amending the Code of Municipal Policies, City of Andover, Chapter 2, Personnel, Article 2 -1.2 Position & Salary Classification Plan. \(non-elected personnel exempt status\)](#)

Sasha Stiles explained this resolution changes two job titles and five staff members to exempt status, as well as updating those job descriptions.

A motion was made by Council Member Sheri Geisler, seconded by Council Member Caroline Hale to approve a resolution amending the Code of Municipal Policies, City of Andover, Chapter 2, Personnel, Article 2 -1.2 Position & Salary Classification Plan. Motion carried 6/0. Resolution number 11-29 was assigned.

[10. KFN Right of Way Agreement](#)

Sasha Stiles explained the Kansas Fiber Network provides phone and internet lines to resellers, they will not actually provide a service to our residents.

A motion was made by Council Member Caroline Hale, seconded by Council Member Byron Stout to approve the Right of Way agreement with Kansas Fiber Network and authorized the Mayor to sign. Motion carried 6/0.

[11. Communications/IT Department mobile computer purchase](#)

Bill Duggan explained this purchase to be part of the ongoing upgrade plan of the units purchased in 2005. He added he had originally planned to purchase two and with savings and grants the budget will allow for four.

A motion was made by Council Member Caroline Hale, seconded by Council Member Sheri Geisler to approve the Communications/IT Department mobile computer purchase in the amount of \$28,471.00 from Data911 of Alameda, California. Motion carried 6/0.

12. 2012 Employee Pay Plan

Sasha Stiles stated the Salary Review Committee had met and recommends the pay plan presented.

A motion was made by Council Member Byron Stout, seconded by Council Member Sheri Geisler to approve the 2012 Employee Pay Plan as presented. Motion carried 6/0.

13. 2012 Council meeting calendar

Sasha Stiles stated there were two conflicts of meetings dates, Memorial Day and Christmas.

The Council discussed and concurred to move the May 28<sup>th</sup> Workshop to May 21<sup>st</sup>, to move the December Workshop from December 24<sup>th</sup> to December 10<sup>th</sup>, and to address the necessity of the December 25<sup>th</sup> meeting closer to that date.

14. Executive Session - non-elected personnel

A motion was made by Council Member Byron Stout, seconded by Council Member Sheri Geisler to enter executive session at 7:25 p.m. for fifteen (15) minutes to discuss non-elected personnel and to include the Governing Body and City Administrator if necessary. Motion carried 6/0.

A motion was made by Council Member Dave Tingley, seconded by Council Member Byron Stout, to come out of executive session at 8:10 p.m. Motion carried 6/0.

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

15. Member Items

Council Member Byron Stout

- Hoped everyone had a Merry Christmas and a Happy New Year.

Council Member Sheri Geisler had none.

Council Member Dave Tingley

- Hoped everyone had a Merry Christmas and a Happy New Year.

Council Member Clark Nelson had none.

Council Member Caroline Hale

- Thanked Gary Israel and Vornado for their donation of heaters to the Andover Historical Society and possibly a display.
- Stated hours of the museum at 937 N Andover Road are Tuesday, Wednesday, and Thursday from 11 a.m. to 3 p.m. and Saturday from 1 p.m. to 4 p.m.

Council Member Troy Tabor had none.

16. Adjourn

A motion was made by Council Member Dave Tingley, seconded by Council Member Byron Stout at 8:12 p.m. to recess to Thursday, January 5, 2012, for the Envisioning meeting at Central Park Lodge, 5:30 p.m. Motion carried 6/0.

Respectfully Submitted by

Susan Renner  
City Clerk

Approved this 10<sup>th</sup> of January, 2012 by the City Council, City of Andover