

ANDOVER CITY COUNCIL
Tuesday, July 31, 2012
Minutes

1. [Mayor Ben Lawrence called the meeting to order.](#)

2. [Roll Call](#)

Council Members: Kris Estes, Clark Nelson, Caroline Hale, and Troy Tabor. Sheri Geisler and Byron Stout IV were absent.

Staff: Police Chief Mike Keller, Chief Financial Officer Donna Davis, Fire Chief Jim Shaver, City Attorney Norman Manley, Public Works and Community Development Director Les Mangus, City Clerk Susan Renner, City Administrator Sasha Stiles, and City Consulting Engineer Mike Thompson.

A/V staff: Bill Duggan and Cindy Barrett

3. [Invocation was given by Andover Police Chaplain Greg Perkins of Eastside Community Church.](#)

4. [Mayor Ben Lawrence led the pledge of allegiance.](#)

5. [Mayor Ben Lawrence opened the public forum. No one spoke.](#)

6. [Acceptance of Agenda](#)

Sasha Stiles requested a street closure request be added to the consent agenda and item 12. Communications/IT Department radio traffic recording proposal be removed from the regular agenda.

A motion was made by Council Member Clark Nelson, seconded by Council Member Caroline Hale, to accept the agenda as modified. Motion carried 4/0.

7. [Presentations Chamber of Commerce - Welcome Wagon request](#)

Sasha Stiles stated Denise Kelly, Andover Chamber of Commerce, was in attendance to answer any questions regarding their request to obtain contact information of new residents. During the set up of utilities the Chamber would like City staff to ask citizens if they would like to provide their contact information to the Chamber of Commerce for a community welcome package. The citizen can decline. City Attorney Manley confirmed as long as the citizen agrees there should be no problem.

The Council concurred that City staff may make the inquiry.

8. [Consent Agenda](#)

- a. Approval of Minutes
 - i. City Council Meeting: July 10, 2012
- b. Receive & file reports
 - i. Police: June 2012
 - ii. Fire: 2011 Annual Report
- c. Approval of appropriation ordinance B-13-12 in the amount of \$ 420,053.26.
- d. Approval of the Mayoral appointment of Karen Ann Powers to the Library Board for a four year term, 2012-2016.

- e. Approval of the Peace Lutheran Church request for placement of two directional signs and two way finding signs. The signs will be paid for by Peach Lutheran Church and set by City staff.
- f. Approval of a class "c" fireworks display for a private party on September 1, 2012 at the Central Park Lodge. (Fire Chief will approve on day of display)
- g. Approval of the Communications/IT Department purchase of Network Attached Storage; Drobo 16 TB Bundle, 3 year extended service agreement, and Drobo rack mount kit, including shipping, from CDW Government Inc. of Vernon Hills, Illinois, in the amount of \$4,570.87.
- h. Approval of grammar and semantic revisions to the current employee personnel policies.
- i. Approval of a request to close a portion of Sumac between Lakeside and Honeysuckle for the HOA annual Family Night Out on August 10th. *(added from bench)*

A motion was made by Council Member Clark Nelson, seconded by Council Member Caroline Hale to approve the consent agenda items a thru i. Motion carried 4/0.

9. Public Hearing

- a. Vacation Orders
 - i. VA-2012-01 - Green Valley Greens Lot 16, Block 2
 - ii. VA-2012-02 - Green Valley Greens Lot 15, Block 2
 - iii. VA-2012-03 - Green Valley Greens Lot 14, Block 2
 - iv. VA-2012-04 - Green Valley Greens Lot 11, Block 2

Mayor Ben Lawrence opened the public hearing. No one spoke. The hearing was closed.

Les Mangus explained in all four vacation cases the builder would like to build a deck on the rear of the homes which would overhang the platted easement where there are existing underground utilities. Mr. Mangus stated staff supports the vacation contingent upon the utility providers' concurrence.

A motion was made by Council Member Caroline Hale, seconded by Council Member Troy Tabor to accept the recommendation of the Planning Commission contingent upon review and approval by the affected utility providers.

10. [An ordinance repealing and replacing ordinances 477 and 478 establishing procedures and fees to be charged to persons for accessing and/or copying open public records and revising the Code of the City of Andover, Article 1, Chapter 5, Administration.](#)

Sasha Stiles presented and ordinance and explained the open records fee schedule had not be updated since put in place in 1983.

A motion was made by Council Member Caroline Hale, seconded by Council Member Kris Estes, to approve the ordinance as presented. Motion carried 4/0. Ordinance number 1514 was assigned.

11. [Discussion: Industrial Park signage](#)

Sasha Stiles explained the Andover Envisioning Group tasked with the Industrial Park has determined the Industrial Park should be renamed and the signage changed to the "Andover Business Park". Prior to any change staff would contact the current residents of the park.

A motion was made by Council Member Caroline Hale, seconded by Council Member Kris Estes to authorize staff to move forward with notification of park property owners and new signage. Motion carried 4/0.

12. [Communications/IT Department radio traffic recording proposal \(removed from agenda\)](#)

13. Executive Session to discuss legal matters

A motion was made by Council Member Caroline Hale, seconded by Council Member Kris Estes, at 7:25 p.m. to go into executive session to discuss legal matters and to include the Governing Body, City Administrator, Public Works Director and City Attorney for fifteen minutes. Motion carried 4/0.

A motion was made by Council Member Kris Estes, seconded by Council Member Troy Tabor, at 7:50 p.m. to come out of executive session. Motion carried 4/0.

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

14. Member Items

Council Member Troy Tabor had none.

Council Member Caroline Hale reminded everyone to get out and vote on Tuesday, August 7, and then enjoy the evening at the neighborhood events for National Night Out.

Council Member Kris Estes thanked the staff for doing a tremendous job with the 2013 budget and invited the public to attend the public hearing of this budget at the next Council meeting, August 14.

Council Member Clark Nelson had none.

Sasha Stiles stated the Comprehensive Annual Financial Report for 2011 operations was on the bench and has also been posted on the City website. She reminded the Council their August 27 workshop meeting would be a joint meeting with the Augusta City Council and held here in City Hall.

A motion was made by Council Member Caroline Hale, seconded by Council Member Kris Estes, to adjourn. Motion carried 4/0.

Adjourn

Respectfully Submitted by

Susan Renner
City Clerk

Approved this 14th of July, 2012 by the City Council, City of Andover, Kansas.