

## City Council Minutes – Regular Meeting – Tuesday, November 13, 2018

The Bonner Springs City Council met in regular session at 7:30 p.m. on Tuesday, November 13, 2018.

**Governing Body Present:** Mayor Jeff Harrington; Councilmembers: Rodger Shannon, Mike Thompson, Chris Wood, Dani Gurley, Mark Kipp, Tom Stephens and Bob Reeves

**Governing Body Absent:** Councilmember, Jordan Mackey

**City Staff Present:** Sean Pederson, City Manager; Chris Brake, City Clerk; Tillie LaPlante, Finance Director; Carol Sharp, HR Director; Justine Spease, Parks and Recreation Interim Director; Matt Beets, Streets Superintendent and Carrie Fredericksen, Public Housing Authority Director

The Mayor led the Pledge of Allegiance to the Flag of the United States of America, and asked Pastor Charles Grant, United Methodist Church, to lead the invocation.

**Item No. 1 – America Recycles Day Proclamation** – The Mayor presented a proclamation to the City Clerk in recognition of America Recycles Day.

**Item No. 2 - Citizen Concerns About Items Not on Today's Agenda –**

- Charles Grant, Member of the Pastor's Fellowship in Bonner Springs, invited everyone to the Community Thanksgiving Dinner for anyone who doesn't have someone to celebrate with or who doesn't have the resources to prepare a Thanksgiving dinner. The event will be in Thursday, November 22, at the First Christian Church at 148 N. Nettleton from 11:00 am – 2:00 p.m.
- Charles Grant, Chair of Board for Vaughn Trent, announced Vaughn Trent is beginning to prepare their Christmas Baskets. They are currently collecting canned goods and money donations for the baskets.

### **Item No. 3 - CONSENT AGENDA**

The Mayor read the Consent Agenda Items and asked the staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

**a. – Minutes of the October 22, 2018, City Council Meeting** – Presented for approval.

**b. – Claims for City Operations for November 13, 2018** - Presented for approval were supplement claims in the amount of \$82,797.43 and regular claims in the amount of \$436,399.06.

**c. - Public Housing Authority Claims for November 13, 2018** – Presented for approval were regular claims in the amount of \$2,794.29.

**d. – Appointments to Boards and Commissions** – Mayor's Youth Council: Appoint Dominic Allen and Zaynah Zlitni to fill the two open positions; Drug and Alcohol Advisory Committee: Appoint Patrick Budy to fill the vacant position and reappoint Patrick Paine and Jack Knight to their respective positions.

Gurley made a Motion to Approve the Consent Agenda. Shannon seconded the motion and it carried on a vote of seven to zero. Stephens abstained from check # 138203.

### **REGULAR MEETING AGENDA**

**Item No. 1 – Public Housing Authority Utility Allowance** – The Public Housing Authority Director presented:

- The Public Housing Authority (PHA) annually reviews the Utility Allowance.
- The PHA Director used Zeffert and Associates to conduct the 2019 Utility Allowance study.
- The PHA Director recommends the City Council approve the 2019 Utility Allowance schedule.

Shannon made a motion to approve the 2019 Utility Allowance Schedule. Reeves seconded the motion and it carried on a vote of seven to zero.

**Item No. 2 – Approval of PHA Liability and Property Insurance Contract** – The Public Housing Authority Director presented:

- The PHA Director received two bids for liability and property insurance; HAI Group - \$21,907 and State Farm - \$39,282.
- The PHA Director checked with MPR, the company that provides the City's insurance, and they do not insure housing authorities.
- The 2018 budget included \$23,000 for insurance.
- The PHA Director recommends the City Council approve awarding the liability and property insurance contract to HAI Group in the amount of \$21,907.

Reeves made a motion to approve the public housing authority liability and property insurance contract with HAI Group. Shannon seconded the motion and it carried on a vote of seven to zero.

**Item No. 3 – K9 & Me Dog Park Parking Lot** – The Interim Parks and Recreation Director presented:

- The City received six bids for construction of the K9 & Me Dog Park parking lot; McConnell and Associates - \$27,762, Musselman and Hall Contractors - \$35,388, Tan Ty Tum Contractors - \$39,230, Harbour Construction - \$41,870, Blue Moon Hauling - \$49,070 and Precision Construction and Contracting - \$49,700.
- The General Fund Parks and Recreation budget included \$30,000 for the project.
- The Interim Parks and Recreation Director recommended the City Council approve awarding the contract to McConnell and Associates.

Stephens made a motion to award the bid of construction of a parking lot for the K9 and Me dog park to McConnell and Associates Corporation in the amount of \$27,762. Shannon seconded the motion and it carried on a vote of seven to zero.

**Item No. 4 – Interlocal Agreement for Arson Investigations Task Force** – The City Manager presented:

- The interlocal agreement between the City of Bonner Springs and the Eastern Kansas Multi-County Task will assist agencies with resources to investigate fires and explosions.

Thompson made a motion to approve the agreement and authorizing the Mayor to execute the agreement. Gurley seconded the motion and it carried on a vote of seven to zero.

**Item No. 5 – Drug and Alcohol Committee Funding Recommendation** – The Finance Director presented:

- The 2018 Drug and Alcohol Advisory Committee recommends using Drug and Alcohol funds to purchase Narcan for use by the police department in the amount of \$2,497.50.
- Narcan is used to counteract overdose and accidental exposure to opioids.
- The City Attorney approved the use of the funds for this purpose.

Shannon made a motion to approve the purchase of Narcan for use by the police department in the amount of \$2,497.50. Reeves seconded the motion and it carried on a vote of seven to zero.

**Item No. 6 – Extend Audit Contract with Mize, Hauser and Company for 2018 Audit** – The Finance Director presented:

- Mize, Hauser and Company has been performing city audits since 2004.
- This year they are proposing a range of fees due to the fluctuating needs of the city.
- Staff recommended the City Council approve a one-year contract extension with Mize, Hauser and Company for the year ending December 31, 2018.

Gurley made a motion to approve extending the audit contract with Mize, Hauser and Company for an amount not to exceed \$23,525. Thompson seconded the motion and it carried on a vote of seven to zero.

**Item No. 7 – Charter Ordinance Amending Charter Ordinance No. 13** – The City Manager presented:

- The proposed Charter Ordinance was included in legislative format in the agenda.
- The proposed changes are intended to make the Ordinance accurately reflect city practice regarding appointment of certain city employees.

Thompson made a motion to approve the charter ordinance amending Charter Ordinance No. 13. Reeves seconded the motion and it carried on a vote of eight to zero.

**Item No. 8 – Resolution Amending the City Fee Schedule** – The City Manager presented:

- The proposed changes address fee changes necessary to clarify IBTS services.

Thompson made a motion to approve the resolution amending Resolution No. 2018-05 “A Resolution Amending the City Fee Schedule for the City of Bonner Springs”. Stephens seconded the motion and it carried on a vote of eight to zero.

**Item No. 9 – Construction Inspection Services – CES Waterline Project** – The Streets superintendent presented:

- The CES project was previously awarded by the City Council and will require an outside firm to provide construction inspection services.
- Staff recommended the City Council award construction inspection services for the CES project to Anthony Construction Management.

Stephens made a motion to award a construction inspection services agreement for the CES Waterline project to Anthony Construction Management in an amount not to exceed \$77,805. Thompson seconded the motion and it carried on a vote of seven to zero.

**Item No. 10 – Change Order –SAK Construction – 24-inch cured in place pipe** - The Streets superintendent presented:

- The Change order is for a 24-inch sewer pipe on Swingster that requires a different procedure to cure in place due to the larger size.

Shannon made a motion to approve a change order in the amount of \$12,100 to SAK Construction. Gurley seconded the motion and it carried on a vote of seven to zero.

## REPORTS

**Item No. 1 - City Manager’s Report** – The City Manager reported:

- City offices will be closed November 22<sup>nd</sup> and 23<sup>rd</sup> for Thanksgiving.
- City staff is working on recodifying the City Codes to improve correctness, legality and consistency of the codes and will be presenting the project to the City Council in the future.

**Item No. 2 - City Council Items** –

- Reeves stated Bonner Springs has received “Tree City” designation for decades. Part of the designation includes a requirement for educational programs for students. Bonner Beautiful has an \$800 budget for education and is requesting an additional \$700 to fund an educational program for Bonner Springs Elementary and Delaware Ridge Elementary. The funds would cover an entertainer to speak to the students about the importance of trees and the purchase of a sapling to be given to each student. Reeves stated the group will get a better rate for the trees if they purchase 800 instead of 400 trees. The City Manager suggested the Bonner Beautiful Committee create a budget and bring that back to the City Council to request a change in the budget.
- Kipp stated Monster Bash had a record attendance this year and Letters to Santa is beginning.
- Gurley referred to the Police Department report and asked if we are seeing exponential increases in citations? The Police Chief stated it is due to more efficient enforcement.
- Wood complimented the Monster Bash and Trunk or Treat event and library events going on.
- Thompson suggested inviting those in need to the Community Thanksgiving Dinner and also to use Vaughn Trent as a resource for those in need. The Pastor’s Fellowship will do a community needs assessment next year.

**Item No. 3 – Mayor’s Report** – The Mayor:

- Was invited to participate in the Mayor’s Prayer Breakfast.
- Stated a lot of community and economic development going on in the City; The Fuel House ribbon cutting and the Westlake Hardware board cutting.
- Thanked the parks and recreation department for their involvement and programs like the Letters to Santa.
- Invited everyone to attend the Farmer Veteran’s Day celebration at the National Agricultural Hall of Fame for a flag raising ceremony on Friday, November 16<sup>th</sup> at 7:04 a.m.
- Met with Wyandotte County Mayor’s to discuss aspects that affect the community.
- Announced Melba Mills will soon turn 100 years old and the Mayor would like to recognize her.
- The Mayor’s Youth Council will assist with the Mayor’s Christmas Tree Lighting.
- Invited everyone to participate in the Candy Cane Christmas parade.

The meeting adjourned at 8:40 p.m.

\_\_\_\_\_ Christina Brake, City Clerk