

**CITY COUNCIL AGENDA
Monday, November 24, 2014**

Workshop – 6:45 p.m.

WS-1 City Fee & Rate Increases

Council Meeting – 7:30 p.m.

1. Plaque Presentation by Kansas Division of Water Resources for FEMA Community Rating System Achievement
2. Citizen Concerns About Items Not on Today's Agenda. (Copies of written material presented to the City Council also needs to be provided to the City Clerk.)

CONSENT AGENDA - If a Councilmember has a simple question about an item, it can be asked before the Mayor calls for the vote on the Consent Agenda. An item only needs to be removed from the Consent Agenda if it warrants discussion.

3. Minutes of the November 10, 2014 City Council Meeting
4. Claims for City Operations for November 24, 2014
5. Public Housing Authority Claims for November 24, 2014
6. Addendum to State Set Off Agreement
7. Appointments to Boards & Commissions

REGULAR MEETING AGENDA

8. Public Hearing for Kansas Public Water Supply Loan Fund for Water System Pipeline & Water Treatment Plant Improvements
9. Resolution to Authorize Completion of an Application to the Kansas Department of Health & Environment for a Loan in the Approximate Amount of \$2,000,000
10. Award Bid Headworks Operation Facility Electrical Upgrade Project
11. Wastewater Treatment Plant Headworks Operation Telemetry System Integration Upgrade
12. City Manager's Report
13. City Council Items
14. Mayor's Report



City of Bonner Springs

P. O. Box 38, 205 East Second Street, Bonner Springs, KS 66012

WORKSHOP MEETING

6:45 p.m.

REGULAR CITY COUNCIL MEETING

7:30 p.m.

CITY HALL COUNCIL CHAMBERS

Monday, November 24, 2014

Life is Better in Bonner Springs

City Council Workshop Agenda
Monday, November 24, 2014

Present:	Stephens	_____
	Cooper	_____
	Reeves	_____
	Haas	_____
	Peterson	_____
	Knight	_____
	Freeman	_____
	Shannon	_____

Staff Present: _____

AGENDA ITEM: City Fee & Rate Increases

NARRATIVE: Park & Recreation - Enclosed is a memorandum that recommends approval of Party Package Fees for the Aquatic Park. The memorandum includes a completed survey of other pools, history of a trial party package program and the recommended fees. Upon consensus of the City Council, this item will be placed on the Regular Agenda for approval on December 15.

Solid Waste Fee Increase - The enclosed memorandum provides the recommendation to increase the Solid Waste fee (trash and recycle) from \$13.70 to \$14.50 effective January 1, 2015. With consensus from the City Council, this item will be placed on the December 15 Regular Agenda for approval.

Utility Fees - The enclosed memorandum provides the recommendation to increase Water and Wastewater System Impact Fees. Staff discussed the fee increases as part of the 2015 budget process. The effective date of the recommended fee is January 1, 2015.



MEMO

Date: November 17, 2014
 To: Mayor and City Council
 Through: Jack Helin, City Manager *SHH*
 From: Skip Dobbs, Director

Subject: Party Packages for Aquatic Park

Recommendation: The Parks and Recreation Staff recommends approval of fees for Party Packages at the Aquatic Park.

Background: Many parents look for a venue away from their home to hold a birthday party for their children. We can provide a unique and fun place for parents to hold birthday parties for their children at the Aquatic Park.

In 2014, the Park Board voted to support party packages at the Aquatic Park on a trial basis. The inaugural year of the Party Packages was very successful as we sold twelve (12) packages (see below). We believe that through better marketing (Twitter and Facebook) and word of mouth, we can increase the amount of party packages we sell in 2015 to twenty (20) packages.

	# People	# Pkgs Sold
2014 Packages Sold:	10 person	4
	15 person	4
	20 person	4

Discussion: A party package can be utilized by any group for birthday parties, sports award events, or just a group of friends. This affordable program will increase our marketability, appeal to parents who do not want the party at their house and increase revenue.

2015 PARTY PACKAGE

These birthday packages will only be offered during open swim hours and include:

- Passes into pool for kids plus one adult per 5 kids that are 12 years and younger.
- Pizzas - large one topping, which is 10 slices per pizza.
- Drinks are 20 ounce bottles of soda.
- Table in concession stand reserved for 45 minutes.
- Plates and napkins.
- Birthday "shout out" (announced over intercom).

Packages	Fee	Per Person
Squid (10 kids, 2 adults, 2 large pizzas, 10 sodas)	\$90	\$9
Dolphin (15 kids, 3 adults, 3 large pizzas, 15 sodas)	\$135	\$9
Whale (20 kids, 4 adults, 4 large pizzas, 20 sodas)	\$180	\$9

Comparison

Fairway	15 passes, hotdogs, chips, drinks, ice cream treats	\$115 (\$7.66/person)
Merriam	15 passes, hotdogs, chips, drinks	\$100 (\$6.66/person)
Shawnee	10 passes, hotdogs, cupcakes, 3 pitchers of soda	\$120 (\$12/person)
Olathe	In progress of creating a Party Package	-----
Lenexa	8 passes, nachos, ice cream, soda	\$88 (\$11/person)
Lawrence	12 passes, 2 large pizzas, 12 juice boxes, balloon, one present	\$174 (\$14.50/person)

*Some pools listed above offer various packages similar to our proposal.

*Some pools do not offer anything, while others rent a room to the guest and they can bring in whatever they want to eat.

Financial Impact: The Aquatic Park will generate a small positive revenue stream from the Party Packages and meet a need in the community. Party Packages generated revenue in the amount of \$1,440 in 2014.



City Clerk City Council Staff Report Memorandum

Date: November 14, 2014
To: Mayor & City Council
Through: John Helin, City Manager
From: Rita Hoag, City Clerk

Subject: Refuse (Residential Trash & Recycle) Rate Increase

Recommendation:

The City Council approve an increase for the Residential Trash and Curbside Recycle from \$13.70 to \$14.50 effective January 1, 2015.

Background:

In December 2013, the City Council approved an increase in this rate from \$12.10 to \$13.70. The City has an Interlocal agreement with the Unified Government who contracts with Deffenbaugh for residential trash and recycle services. The City now pays the Unified Government an amount of \$13.38 per residential household unit and customers now pay a monthly rate of \$13.70. Deffenbaugh provides once a week pickup for both trash and recycle.

Discussion:

Staff discussed the recommended rate increase with the City Council as part of the 2015 Budget process. The increases effective January 1, 2015 are:

Payment to the Unified Government:	\$14.10 - An increase of \$.72
Residential Customer Rate:	\$14.50 - An increase of \$.80
Cushion	\$.40

Staff recommends the rate for Bonner Springs' customers be increased to \$14.50. Upon approval by the City Council, the City Fee Schedule will be updated to reflect the increased rate.

Financial Impact:

The recommended rate increase will provide an adequate cushion to provide funds to bill and for administration of the refuse service through the City and maintain a healthy cash carryover in the Solid Waste Fund.

BONNER SPRINGS UTILITIES

PROVIDING SAFE DRINKING WATER FOR OUR CITY AND CLEAN WATER FOR THE ENVIRONMENT

MEMORANDUM

Date: November 18, 2014
To: Mayor and City Council
Through: Jack Helin, City Manager *SHL*
From: Rick Sailer, Director

Subject: 2015 Water & Wastewater System Impact Fees

Recommendation:

The City Council approve an increase for Water & Wastewater System Impact Fees effective 1 January 2015.

Background:

The City Council approved the 2015 Water and Wastewater budgets on 11 August 2014. The budgets included a 2% increase for water and an 8% increase for wastewater service fees and usage charges. The budget revenues include System Impact Fees (SIF) but exact percentage increases for revenue are difficult to calculate because we base them on new residential units. The contractor/builder of every residential or commercial property pays the fees as part of the building permit process. We apply the fees to the debt payment for both Water and Wastewater operation funds. The fees are not a “developer” expense but are a part of the building permit fee that the property owner pays.

It remains the policy of the Utilities Department that “growth pays for growth” to avoid additional user fee and rate expenses to the current residents and businesses in Bonner Springs. We base the Impact Fee on the Capital expenses which includes the Debt Service in the annual budgets. The Meter size determines the “demand” on the current system and we use the “demand” to calculate the Fee and base the Cost of Service for each connection on annual water sales and capital expenditures.

Discussion

1. Water System Impact Fees:

Staff recommends the increases listed below for Water System Impact Fees effective January 1, 2015. The current residential Impact Fee of \$2,385 will increase to \$2,500 (4.8%). We base the System Impact Fee (SIF) increases on all other service taps on increased flow which results in higher demand on the system.

Meter Size	SFE	Max Flow	Current Fee	Proposed Fee	% Increase
5/8"	1	20gpm	\$2,385	\$2,500	4.8%
1"	2.5	50gpm	\$4,540	\$5,000	10.1%
2"	8	160gpm	\$11,175	\$12,500	11.9%
3"	17.5	350gpm	\$23,405	\$30,000	28.2%

The average Water System Impact fee for a residential connection within the Kansas City area is \$3,874. This fee sometimes includes the meter and tap and for others it does not. The total fee for a Bonner Springs Residential Tap, which includes the meter, setter and tap is \$3,610.

2. Water System Impact Fees for Irrigation:

Impact fees for irrigation systems in the table below reflect 60% of the standard System Impact Fee. This is equivalent usage for seven months which is normal for most irrigation meters.

Fee Description	Current Fee	Proposed Fee
5/8" Meter SIF – Irrigation	1,775	\$1,500
1" Meter SIF – Irrigation	\$2,815	\$3,000
2" Meter SIF - Irrigation	\$6,990	\$7,500
3" Meter SIF - Irrigation	N/A	\$18,000

3. Meter/Tap Fees

Staff does not recommend an increase in the current fees for the Meter/Tap Fee. The Current Fee for a 2" Meter includes a backflow device that the City will no longer provide. The new setters come with check valves and the Developer will install an approved Backflow Device if needed.

Fee Description	Current Fee	Proposed Fee
5/8" Meter / Tap Fee	\$1,110	\$1,110
1" Meter / Tap Fee	\$1,385	\$1,385
2" Meter / Tap Fee	\$3,082	\$3,082

4. Wastewater System Impact Fees:

The discharge pipe size determines the current Wastewater System Impact Fees. The water meter size determines the new Fees which is more appropriate to determine demand on the System. The City's SIF for Wastewater for residential use are higher than most adjacent communities. Staff recommends a slight increase for a standard residential tap for a 5/8" meter. SIF for larger meters (higher demand) increase at a higher rate.

Fee Description	Current Fee	Proposed Fee	% Increase
5/8" Meter (Residential) SIF	\$3,855	\$4,000	3.8%
1" Meter (Commercial) SIF	\$7,705	\$8,090	5%
2" Meter SIF (6" discharge)	\$13,175	\$14,750	12%
3" Meter SIF (6" discharge)	N/A	\$32,250	New Fee

The average Wastewater System Impact fee for a residential connection within the Kansas City area is \$3,300. (KCK has a low fee - \$960)

5. System Impact Fees for Customers Outside City Limits:

The Utilities Department recently begun to provide water and wastewater service for businesses outside of the City limits. Customers outside our City limits provide no additional revenue to our City in the form of sales taxes or property taxes which customers within our City limits do provide. Several cities who serve customers outside their City limits charge an increased non-resident charge. Based on this fact, Staff will present information and a recommendation on those fees on Monday night.

Financial Impact:

- **Impact Fees:** *Staff recommends an increase of Impact Fees effective 1 January 2015.*

The increase of System Impact Fees may or may not result in additional annual revenues, dependent on the number of 2015 building permits issued.

The anticipated (budgeted) Water System Impact Fee revenue for 2014 was \$40,000. Impact Fee revenues total \$33,030 to date. The budgeted Impact Fee revenue for 2015 is \$60,000. The three-year average for these fees is \$55,000 which does not include revenues for 2014.

The Wastewater System Impact Fees are slightly different than the Water System. The 2014 anticipated (budgeted) revenue was \$35,000 which staff amended to \$40,000 as part of the 2015 budget process. Wastewater System Impact Fee revenues total \$49,975 to date. The budgeted Impact Fee revenue for 2015 is \$50,000. The three-year average for these is \$64,600.

ITEM NO. 1.

City Council Regular Agenda Monday, November 24, 2014 – 7:30 p.m.

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Plaque Presentation by Kansas Division of Water Resources for FEMA Community Rating System Achievement

ACTION: Presentation of Plaque

STAFF RECOMMENDATION: None

The City became the newest Community Rating System (CRS) community in the State of Kansas on October 1, 2014. We began the CRS process on November 8, 2013 with a required Community Assist Visit (CAV) by the State NFIP Coordinator from the Division of Water Resources (DWR). During the CAV, DWR reviewed the City's Floodplain Management Program that dated back to the 1990's. The Planning Director provided all the documentation to close the CAV on December 17, 2013. DWR sent a letter to the City that officially closed the CAV and enabled the City to make application for the CRS program. FEMA Region VII recommended the City for the CRS program with the Insurance Service Office (ISO) who oversees the CRS program for FEMA.

We began the application process in late December 2013 and completed it in June 2014. ISO notified the City on July 24, 2014 that we accumulated enough points to obtain a CRS Rating of 8 effective on October 1, 2014. This Rating provides a 10% reduction in flood insurance policies within the Special Flood Hazard Area and a 5% reduction in policies for property within the non-special flood hazard area on or after October 1, 2014.

Tom Morey, State NFIP Coordinator from DWR, will present the CRS plaque from FEMA to the City to acknowledge the City's acceptance into the CRS program. Don Slone, Planning Director; Brian Hunt, Building Official and Melissa Mitchell, UG/KCK all worked together to achieve this goal and will be present to accept the CRS plaque on behalf of the City.

ITEM NO. 2.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens	_____	Peterson	_____
Cooper	_____	Knight	_____
Reeves	_____	Freeman	_____
Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Citizen Concerns About Items Not on Today's Agenda. (Copies of written material presented to the City Council also needs to be provided to the City Clerk.)

ACTION: None

STAFF RECOMMENDATION: None

This item is for comments and questions from the audience about items that are not included on today's agenda.

CONSENT AGENDA

The City Council will consider Consent Agenda items by one motion with no discussion unless the City Council, Staff or the audience requests removal of an item from the Consent Agenda. The City Council will consider an item removed from the Consent Agenda as the next item after their action on the Consent Agenda.

ITEM NO. 3.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens	_____	Peterson	_____
Cooper	_____	Knight	_____
Reeves	_____	Freeman	_____
Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Minutes of the November 10, 2014 City Council Meeting

ACTION: Make a Motion to Approve the Minutes of the Regular Meeting Held on November 10, 2014.

STAFF RECOMMENDATION: The City Clerk Recommends Approval

Enclosed are the minutes for approval.

City Council Minutes – Regular Meeting – Monday, November 10, 2014

The Bonner Springs City Council met in regular session at 7:30 p.m. on Monday, November 10, 2014.

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Tom Stephens, George Cooper, Racheal Haas, Jack Knight, Eric Freeman, Bob Reeves and Roger Shannon

Governing Body Absent: Councilmember Joe Peterson

City Staff Present: Rita Hoag, Acted in City Manager's Absence; Amber McCullough, City Clerk

City Staff Absent: Jack Helin, City Manager

The Mayor opened with the Pledge of Allegiance to the Flag of the United States of America.

Item No. 1 – Proclamation Presentation America Recycles Day November 15 - The Mayor presented a Proclamation to the City Clerk in recognition of America Recycles Day.

Item No 2 – Proclamation Presentation Veterans Day November 11 and VFW - The Mayor presented a proclamation to Jim Jenkins and other members of the local VFW in observance of Veteran's Day.

Item No. 3 - Citizen Concerns About Items Not on Today's Agenda – None Presented.

CONSENT AGENDA

The Mayor read the Consent Agenda Items 4 through 8 and asked the Staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

Item No. 4 – Minutes of the October 27, 2014 City Council Meeting – Presented for approval.

Item No. 5 – Claims for City Operations – November 10, 2014 – Presented for approval were the Supplement Claims in the amount of \$115,029.46 and Regular Claims in the amount of \$374,324.08.

Item No. 6 – Public Housing Authority Claims – November 10, 2014 – Presented for approval in the amount of \$35,718.70.

Item No. 7 – Appointments to Boards and Commissions – Drug and Alcohol: Appoint Rev. Cynthia Meyer to fill the position held by Rev. Bud Jones who resigned and the position expired August 2014. The three-year term will end August 2017. Reappoint Jeremy Davis to another three-year term to end August 2017.

Item No. 8 – Personnel Policy Amendments – Staff briefed the City Council on this item at the October 27 Workshop Meeting and provided the recommended amendments in legislative style.

➤ **Grievance Procedure:** Staff added a sentence which states employees have seven (7) work days from the date of a disciplinary action which results in termination to request a hearing with the Grievance Committee unless unusual or mitigating circumstances occur.

➤ **Separation:** Staff removed “payment for all hours the employee has worked” from the list of benefits which may be withheld because of failure to comply with the resignation requirements. Staff changed this to comply with the Fair Labor Standards Act.

➤ **Return to Work and Modified Duty:** Staff added “This Policy shall also apply to women affected by pregnancy, childbirth or related medical conditions.” to comply with US Equal Employment Opportunity Commission guidelines and the Pregnancy Discrimination Act.

➤ **Nepotism/Relationship Policy:** Staff changed the policy to allow seasonal employees to work with immediate family in a non-supervisory position.

CONSENT AGENDA APPROVAL

Cooper made a Motion to Approve the Consent Agenda as presented. Stephens seconded the motion and it carried on a vote of seven to zero.

REGULAR MEETING AGENDA

Item No. 9 – Ordinance to Amend Article 5, Section 23 and Article 19, Section 200 of the Standard Traffic Ordinance. – The City Clerk made a presentation:

➤ The Kansas League of Municipalities sent all cities an Ordinance to adopt to correct two sections of the Standard Traffic Ordinance.

➤ The City Council adopted the 2014 Standard Traffic Ordinance by Ordinance No. 2390 in September.

➤ The Ordinance included in the Agenda amends Article 5, Section 23 and Article 19, Section 200 of the Standard Traffic Ordinance.

Reeves made a Motion to Approve an Ordinance to Amend Article 5, Section 23 and Article 19, Section 200 of the Standard Traffic Ordinance. Cooper seconded the motion and it carried on a vote of seven to zero. **Assigned Ordinance No. 2395.**

Item No. 10 – City Manager’s Report – The City Clerk reported in the City Manager’s absence:

➤ Senator Jerry Moran will host a Wyandotte County Town Hall Meeting at the Bonner Springs Library on Wednesday, November 26 from 9:30 a.m. to 10:30 a.m.

➤ City Staff included on Utility bills a schedule change for residential trash and recycle pickup. Deffenbaugh will pick up trash and recycle for all residents on Tuesdays to begin December 2.

Item No. 11 – City Council Items –

➤ Knight asked if Westar informed the City that they mailed a solicitation to residents for insurance to cover the portion of the utility equipment for which the resident is responsible. Staff is aware of the item and will check into it.

Item No. 11 – Mayor’s Report –

➤ Attended the Midwest Public Risk Conference which included internet risks and liability risks to the City.

➤ Received a letter from Bonner Animal Rescue and will check into their concerns.

The meeting adjourned at 7:51 p.m.

Rita Hoag, City Clerk

ITEM NO. 4.

City Council Regular Agenda Monday, November 24, 2014 – 7:30 p.m.

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Claims for City Operations for November 24, 2014

ACTION: Make a Motion to Approve the Claims for City Operations for November 24, 2014

STAFF RECOMMENDATION: The City Manager and City Clerk Recommend Approval and State that all Expenditures Comply with the State of Kansas Cash Basis Law

Enclosed are the Supplement Claims for City Operations in the amount of \$44,460.26 and the Regular Claims in the amount of \$60,085.96 and includes a payment for the Lake of the Forest Lift Station project.

Note: If a Councilmember has questions on any of the claims, it would be helpful to call or email ahead in order to get a detailed answer.

Check Register Report

SUPPLEMENTAL CHECK REGISTER

Date: 11/19/2014

Time: 11:31 am

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
125400	11/07/2014	Printed		5615	AT & T 5011	SPECIAL CIRCUITS & ALARMS	291.58
125401	11/07/2014	Printed		5184	AT & T MOBILITY	MOBILE PHONE SERVICE	2,003.48
125402	11/07/2014	Printed		2470	ATMOS ENERGY	GAS SERVICE	8.34
125403	11/07/2014	Printed		2470	ATMOS ENERGY	GAS LINE REPAIR	409.78
125404	11/07/2014	Printed		2647	SANTANA ALI CALDERON	SOCCER UMPIRE FEES	42.00
125405	11/07/2014	Printed		7193	CHASE PROCESSING	PAYROLL DEDUCTIONS	620.00
125406	11/07/2014	Printed		0898	ICMA RETIREMENT CORPORATION	PAYROLL DEDUCTS/BENEFITS	3,671.39
125407	11/07/2014	Printed		0981	ING FINANCIAL PARTNERS	PAYROLL DEDUCTIONS	1,107.86
125408	11/07/2014	Printed		3960	JOHN HANCOCK	PAYROLL DEDUCTS/BENEFITS	310.00
125409	11/07/2014	Printed		2195	KANSAS PAYMENT CENTER	PAYROLL DEDUCTIONS	1,101.37
125410	11/07/2014	Printed		9879	MAINSTREET CREDIT UNION	PAYROLL DEDUCTIONS	2,672.32
125411	11/07/2014	Printed		6694	METROMEDIA, INC	REPLACES CK #125103	575.00
125412	11/07/2014	Printed		4615	MIDWAY USA INC	REPAIR AMBULANCE BODY DAMAGE	13,199.10
125413	11/07/2014	Printed		2933	EMILY NELSON	VOLLEYBALL UMPIRE FEES	70.00
125414	11/07/2014	Void	11/07/2014			Void Check	0.00
125415	11/07/2014	Void	11/07/2014			Void Check	0.00
125416	11/07/2014	Void	11/07/2014			Void Check	0.00
125417	11/07/2014	Printed		6709	NUTS & BOLTS	PAINT/BUILDING SUPPLIES,SEALER	575.31
125418	11/07/2014	Printed		1811	RICOH USA, INC.	COPIER LEASES	248.85
125419	11/07/2014	Printed		6495	JUSTUS A SEATON	SOCCER UMPIRE FEES	52.00
125420	11/07/2014	Printed		2605	KOLBE M. SEATON	SOCCER UMPIRE FEES	52.00
125421	11/07/2014	Printed		1684	RAENEY SEATON	SOCCER UMPIRE FEES	20.00
125422	11/07/2014	Printed		1727	ALEXIS SECHRIST	VOLLEYBALL UMPIRE FEES	126.00
125423	11/07/2014	Printed		1633	PAYTON SECHRIST	VOLLEYBALL UMPIRE FEES	28.00
125424	11/07/2014	Printed		2948	JEREMY VANDENHULL	POISON IVY MED REIMB	58.62
125425	11/07/2014	Printed		3790	WESTAR ENERGY	ELECTRIC SERVICE	12,576.32
125426	11/14/2014	Printed		2052	KANSAS WATER PROTECTION FEE	3RD QTR 2014 WATER TAX	4,640.94
Total Checks: 27						Checks Total (excluding void checks):	44,460.26
Total Payments: 27						Bank Total (excluding void checks):	44,460.26
Total Payments: 27						Grand Total (excluding void checks):	44,460.26

Check Register Report

CHECK REGISTER

Date: 11/19/2014

Time: 11:27 am

Page: 1

Bonner Springs City Hall

BANK: UNION BANK & TRUST

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
125427	11/18/2014	Printed		3169	AKAWAM	COFFEE SERVICE-PW,UT,CH	129.70
125428	11/18/2014	Printed		3562	ALAMAR	UNIFORMS-POLICE	416.00
125429	11/18/2014	Printed		0402	ALDEN-HARRINGTON FUNERAL HOME	PLANT-BRENNEMAN	54.00
125430	11/18/2014	Printed		2950	JUDY ANDERSON	REPLACES CK #125195	50.00
125431	11/18/2014	Printed		6000	APAC	ROCK-PW/WW	740.45
125432	11/18/2014	Printed		4525	ASFPM INC	CFM RENEWAL-PLANNING	60.00
125433	11/18/2014	Printed		2893	ASSURED FLOW SALES	FIRE HYDRANT ID TAGS-UT	1,101.20
125434	11/18/2014	Printed		3006	ATD INTERNATIONAL CORP	TESTED & RESET STATIONS-PD	114.00
125435	11/18/2014	Printed		2470	ATMOS ENERGY	GAS SERVICE	1,281.61
125436	11/18/2014	Printed		9975	KENNEDY BACON	VOLLEYBALL UMPIRE FEES	28.00
125437	11/18/2014	Printed		2954	LORI BALLOU	REFUND DUPLICATE AMB PAYMENT	107.00
125438	11/18/2014	Printed		2849	BOCKYN LLC	RECREATION SOFTWARE FEES	150.00
125439	11/18/2014	Printed		4172	BOUND TREE MEDICAL	MEDICAL SUPPLIES-EMS	50.99
125440	11/18/2014	Printed		4743	BSN SPORTS, INC	SOFTBALLS F/MEN'S LEAGUE	131.18
125441	11/18/2014	Printed		3764	CHAD CANNON MD	MEDICAL DIRECTOR SVCS-EMS	2,700.00
125442	11/18/2014	Printed		7070	CAPITAL ELECTRIC CONSTRUCTION C	WELL MAINTENANCE-UT	490.36
125443	11/18/2014	Printed		4847	DUSTIN CARE	MILEAGE EXPENSE 9/12-11/3	81.76
125444	11/18/2014	Printed		4009	CONCENTRA MEDICAL CENTER	AGILITY TESTING-POLICE	105.00
125445	11/18/2014	Printed		1413	CONCORDIA TRACTOR, INC	EQUIP REPLACEMENT PART-PW	59.75
125446	11/18/2014	Printed		0222	CONRAD FIRE EQUIPMENT INC	VEH MAINT/REPAIRS-FIRE	2,802.44
125447	11/18/2014	Printed		0238	DEFFENBAUGH DISPOSAL SERVICE	DUMPSTER RENTALS	97.00
125448	11/18/2014	Printed		1438	DIAMOND MANUFACTURING INC	BADGE- FIRE	73.67
125449	11/18/2014	Printed		2621	EXPRESS WASH AMERICA LLC	CAR WASHES-UT	12.00
125450	11/18/2014	Printed		4342	FELDMANS	BOOTS, WEED KILLER-UT,PARKS	224.94
125451	11/18/2014	Printed		2952	BEVERLY FLETCHER	COURT BOND REFUND	250.00
125452	11/18/2014	Printed		7225	FORTILINE, INC	REPLACEMENT METER PARTS-UT	479.00
125453	11/18/2014	Printed		0781	GOODYEAR WHOLESALE TIRE	TIRES F/PD VEHICLES	1,023.12
125454	11/18/2014	Printed		0710	GOVERNMENT FINANCE OFFICERS	SUBSCRIPTION RENEWAL	170.00
125455	11/18/2014	Printed		1942	GRASS PAD INC	TREE WRAP & FERTILIZER	54.65
125456	11/18/2014	Printed		3190	JEFFREY W HARRINGTON	MPR CONFERENCE EXPENSE	306.71
125457	11/18/2014	Printed		4275	HAYNES EQUIPMENT CO INC	GRINDER PUMP MAINT-WW	217.50
125458	11/18/2014	Printed		9836	HEALTHY SOLUTIONS INC.	FLU VACCINATIONS-WILL BE REIMB	100.00
125459	11/18/2014	Printed		8192	JOHN HELIN	MPR CONFERENCE EXPENSE	126.56
125460	11/18/2014	Printed		3289	J & D EQUIPMENT INC	PARTS F/SANDER-PW	85.69
125461	11/18/2014	Printed		1021	JACKSON SERVICE CENTER INC	VEH MAINT-TIBLOW TRANSIT	97.15
125462	11/18/2014	Printed		3108	JC COMMUNICATIONS BEST	AFTER HRS ANSWERING SVC	83.00
125463	11/18/2014	Printed		5902	JC'S SPEEDY LUBE	VEH MAINT/REPAIRS-WW	48.53
125464	11/18/2014	Printed		5345	JOHNSON COUNTY WASTEWATER	WASTEWATER CHARGES/OCT 2014	75.03
125465	11/18/2014	Printed		1835	KACE	KACE CONFERENCE REGISTRATION	159.00
125466	11/18/2014	Printed		5308	KANSAS ONE-CALL	LOCATE FEES/OCTOBER 2014	175.20
125467	11/18/2014	Printed		2014	KCPL	ELECTRIC SERVICE	500.33
125468	11/18/2014	Printed		3517	KEY EQUIPMENT & SUPPLY CO	VACTRUCK BOOM CONTROLLER-WW	849.69
125469	11/18/2014	Printed		1389	KOBIS CLUB & DELI	REIMB CITY FEES	375.00
125470	11/18/2014	Printed		3699	KSFFA	KSFFA DUES-FIRE	50.00
125471	11/18/2014	Printed		0852	LANMAN INCORPORATED	COMPUTER SERVICES/MAINTENANCE	190.00
125472	11/18/2014	Printed		1836	LOWE'S CREDIT SERVICES	FENCE&LIGHT BULBS-PARKS,CHALL	448.17
125473	11/18/2014	Printed		2953	AMBER MCCULLOUGH	MILEAGE EXPENSE 11/10/14	12.32
125474	11/18/2014	Printed		6824	MEAD O'BRIEN INC.	REPAIR ACTUATOR-UT	1,078.00
125475	11/18/2014	Printed		1659	MILL CREEK RIFLE CLUB	RANGE RENTAL-PD	450.00
125476	11/18/2014	Printed		5116	MILLER SIGN SHOPPE LLC	SIGNS & FRAMES F/CEMETERY	240.00

Check Register Report

CHECK REGISTER

Date: 11/19/2014

Time: 11:27 am

BANK: UNION BANK & TRUST

Page: 2

Bonner Springs City Hall

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST Checks							
125477	11/18/2014	Printed		2951	BRANDON MILLER	COURT BOND REFUND	430.00
125478	11/18/2014	Printed		3443	WES MILLS	SOCCER MEDALS	203.50
125479	11/18/2014	Printed		6849	MJV-A LLC	UNIFORM CLEANING-PD	596.00
125480	11/18/2014	Printed		2478	MOORE MEDICAL CORP	FIRST AID SUPPLIES-EMS	51.61
125481	11/18/2014	Printed		2826	SUSAN MUCKENTHALER	TRANSCRIPTION SERVICES-PD	178.80
125482	11/18/2014	Printed		2933	EMILY NELSON	VOLLEYBALL UMPIRE FEES	84.00
125483	11/18/2014	Printed		6244	NEXTEL	RAVEN-X/AIR CARDS-PD	174.52
125484	11/18/2014	Printed		0947	O'REILLY AUTO STORES INC	VEH,PLANT,EQUIP MAINT/SUPPLIES	67.06
125485	11/18/2014	Printed		2126	OMNI SVC GROUP LLC	OCT AMB BILLING	1,208.24
125486	11/18/2014	Printed		3393	PACE ANALYTICAL	LAB TESTING F/WWTP	136.00
125487	11/18/2014	Printed		2838	PREMIER AUTOMOTIVE OF BS KS	VEH MAINT/REPAIRS-UT	542.45
125488	11/18/2014	Printed		0646	PUSHWATER ENTERPRISES INC	PROPERTY RELEASE FORMS-PD	70.98
125489	11/18/2014	Printed		1811	RICOH USA, INC.	COPIER LEASES	663.71
125490	11/18/2014	Printed		3714	SAMS CLUB DIRECT	SAM'S CLUB MEMBERSHIP FEE	45.00
125491	11/18/2014	Printed		3663	CAROL SHARP	10/23-10/30 MILEAGE EXPENSE	269.36
125492	11/18/2014	Printed		8441	SHAWNEE COPY CENTER	TERM WARNING DOOR HANGERS-UT	231.95
125493	11/18/2014	Printed		9993	SOUTHEASTERN EMERGENCY	MEDICAL SUPPLIES-EMS	377.00
125494	11/18/2014	Printed		6081	STAPLES ADVANTAGE	TONER,BINDERS,ENVELOPES	109.03
125495	11/18/2014	Printed		2949	TOM STEPHENS	MPR CONF EXPENSE	126.56
125496	11/18/2014	Printed		4441	TMHC SVCS INC	DRUG POOL EXPENSES	786.50
125497	11/18/2014	Printed		2869	TOM BURGE FENCE & IRON INC	CHAIN LINK FENCE REPAIR-PARKS	895.00
125498	11/18/2014	Printed		0017	TOMPKINS INDUSTRIES INC	PARTS F/AIR COMPRESSOR-PW	7.44
125499	11/18/2014	Printed		3388	TRINITY AUTOMOTIVE INC	VEH MAINT/REP-PD,FIRE,ENV CODE	1,293.85
125500	11/18/2014	Printed		6819	UNIFIRST COPRORATION	UNIFORM,RUG RENTAL-PW,UTIL	238.95
125501	11/18/2014	Printed		1541	UNITED LABORATORIES	GREASE CONTROL-WW	348.90
125502	11/18/2014	Void	11/18/2014			Void Check	0.00
125503	11/18/2014	Printed		4137	UNIVERSITY OF KS HOSPITAL AUTH	PHYSICALS & DRUG SCREENS	739.00
125504	11/18/2014	Printed		6332	UTILITY SOLUTIONS LLC	LAKE FOREST LS IMPROVEMENTS-UT	16,995.58
125505	11/18/2014	Printed		8404	VESTA LEE LUMBER COMPANY	LUMBER F/FENCE REPAIR-COMM CNT	54.00
125506	11/18/2014	Printed		0712	W W GRAINGER	EAR PLUGS-UT	51.81
125507	11/18/2014	Printed		3790	WESTAR ENERGY	ELECTRIC SERVICE	1,665.48
125508	11/18/2014	Printed		8411	WILSON & COMPANY ENGINEERS	ENGINEER SERVICES	12,668.98
125509	11/18/2014	Printed		4353	THE WORLD COMPANY	RECRUITMENT AD-FIRE	69.00
Total Checks: 83						Checks Total (excluding void checks):	60,085.96
Total Payments: 83						Bank Total (excluding void checks):	60,085.96
Total Payments: 83						Grand Total (excluding void checks):	60,085.96

ITEM NO. 5.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens	_____	Peterson	_____
Cooper	_____	Knight	_____
Reeves	_____	Freeman	_____
Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Public Housing Authority Claims for November 24, 2014

ACTION: Make a Motion to Approve the Public Housing Authority Claims for November 24, 2014

STAFF RECOMMENDATION: The City Manager & Public Housing Authority Director Recommend Approval

Enclosed are the claims in the total amount of \$13,508.27.

Check Register Report

PUBLIC HOUSING CHECK REGISTER

Date: 11/19/2014

Time: 10:30 am

Bonner Springs City Hall

BANK: UNION BANK & TRUST-PHA

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK & TRUST-PHA Checks							
97044	11/19/2014	Printed		P827	P ATMOS ENERGY	TENANT UTILITY REIMBURSEMENT	172.83
97045	11/19/2014	Void	11/19/2014			Void Check	0.00
97046	11/19/2014	Printed		P 797	P BANKCARD PROCESSING CENTER	SMOKE DETECTORS,DOOR PARTS	507.37
97047	11/19/2014	Printed		P655	P GINTAS FAS LOCKBOX 636525	FIRE EXTINGUISHER INSPECTIONS	386.38
97048	11/19/2014	Void	11/19/2014			Void Check	0.00
97049	11/19/2014	Printed		P506	P CITY OF BONNER SPGS	REIMB WAGES/BENEFITS/UTIL	10,010.67
97050	11/19/2014	Printed		P627	P CRYSTAL CARNES	SECURITY DEPOSIT REFUND	94.00
97051	11/19/2014	Printed		P540	P DEFFENBAUGH DISPOSAL SVC	REFUSE SERVICE	316.49
97052	11/19/2014	Void	11/19/2014			Void Check	0.00
97053	11/19/2014	Printed		P580	P DENNIS HUNT	PLUMBING,HEATING/COOLING MAINT	1,200.00
97054	11/19/2014	Printed		P 798	P PERRY & TRENT LLC	LEGAL SERVICES	350.00
97055	11/19/2014	Printed		P753	P RICOH USA, INC	COPIER LEASE	136.00
97056	11/19/2014	Printed		P472	P WESTAR ENERGY	TENANT UTILITY REIMBURSEMENT	334.53

Total Checks: 13 **Checks Total (excluding void checks): 13,508.27**

Total Payments: 13 **Bank Total (excluding void checks): 13,508.27**

Total Payments: 13 **Grand Total (excluding void checks): 13,508.27**

ITEM NO. 6.

City Council Regular Agenda Monday, November 24, 2014 – 7:30 p.m.

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Addendum to State Set Off Agreement

ACTION: Make a Motion to Approve an Addendum to the State Set Off Agreement

STAFF RECOMMENDATION: The City Manager, City Clerk & Finance Director Recommend Approval

Enclosed is an addendum sent to Staff by the State Set Off Program to amend the current agreement approved by the City Council in December 2003. The Set Off Program will no longer charge a CACOLLECT fee but will increase the Collection Fee from 18.4 percent to 19 percent effective January 1, 2015. The Set Off Program collected the CACOLLECT Fee when the City received a payment that should have been paid to the Set Off Program. The fee was the same 18.4 percent charged when the Set Off Program received payment. The 24 percent fee to make collections submitted on paper or without proper information is an increase from 23.4 percent.

The addendum applies to all accounts the City has with the Set Off Program.

Addendum

This addendum shall become effective January 1, 2015, and replaces the FEES section of the Setoff "AGREEMENT – MUNICIPAL (Rev1-2012)". Setoff will no longer charge the CACOLLECT fee. Agencies will have the option to select Addition, Reduction, or Bankruptcy when changing the account balance. As a result, we are increasing the collection fee from 18.4% to 19% for all future debts collected. An additional 5% will still be charged when research is required. Please sign the agreement below and scan back to maria.inskeep@da.ks.gov. Please contact Maria Swinger-Inskeep with questions regarding this change, maria.inskeep@da.ks.gov, 785-296-8162.

The new agreement is as follows:

FEES

The State shall be entitled to a 19% collection fee for all monies collected on Municipality debts submitted by computer tape or other electronic medium acceptable to the State, with accompanying social security numbers (SSNs) or employer identification numbers (EINs). The State shall be entitled to a 24% collection fee for all monies collected on Municipality debts submitted on paper, or without accompanying SSNs or EINs, or both.

IN WITNESS WHEREOF, the parties have executed this Addendum as written above.

By: Doug Craig
Doug Craig, Setoff Team Lead

Municipality

City of Banner Springs - Misc

By: _____

Creditor Agency

Number: 8603345 0000

ITEM NO. 7.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Appointments to Boards & Commissions

ACTION: Make a Motion to Approve an Appointment to the Library Board

STAFF RECOMMENDATION: The Mayor Recommends Approval

Library Board - Appoint Jen Anders to fill the position held by Jane Rink who could no longer serve since she is now a Library employee. Ms. Anders will fill the unexpired term that will end April 2018. A bio form for Ms. Anders is on file in the City Clerk's office.

ACTION FOR CONSENT AGENDA

MOTION: _____

SECOND: _____

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

- Reminder:**
- 1. Councilmembers need to abstain on check numbers on the claims issued to their personal business.**
 - 2. If a Councilmember has a simple question about a Consent Agenda item, it can be asked before the Mayor calls for a vote on the Consent Agenda.**
 - 3. If a Councilmember feels a Consent Agenda item warrants discussion, then it needs to be removed from the Consent Agenda.**

Staff Present: _____

REGULAR AGENDA

The City Council will consider the following items individually.

ITEM NO. 8.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Public Hearing for Kansas Public Water Supply Loan Fund for Water System Pipeline & Water Treatment Plant Improvements

ACTION: Conduct Public Hearing

STAFF RECOMMENDATION: None

The Mayor will open the Public Hearing. Staff will make a presentation for the Kansas Department of Health & Environment loan. Attached is a memorandum with documents to provide additional information about the projects.

After the presentation and public comment, the Mayor will close the Public Hearing.

MEMORANDUM

Date: November 17, 2014
To: Mayor and City Council
Through: Jack Helin, City Manager
From: Rick Sailer, Director

Subject: Kansas Public Water Supply Loan Fund (KPWSLF) Application for Morse Avenue 12" Waterline and Improvements to the Water Treatment Plant (KPWSLF Project No. 2798)

Recommendation: The City Council approve a Resolution to authorize the completion of a KPWSLF application in the total amount of \$2,000,000 to fund the Morse Avenue Waterline and Improvements to the Water Treatment Plant.

Background: We submitted the Projects to the Kansas Department of Health & Environment (KDHE) in 2012 for consideration of funds through the Kansas Public Water Supply Loan Fund (KPWSLF) program administered by KDHE. KDHE notified the City on 9 July 2013 that the approved an amount of \$2,000,000 through the KPWSLF program and that the City could begin the loan application process. The City Council in the Workshop Meeting held on 13 January 2014 reached consensus on the Staff's recommendation to apply for loan funds through the KPWSLF program for this project. On 23 October 2014, the City Clerk published a notice for a Public Hearing to be held on Monday, November 24, 7:30 p.m. We completed the Environmental Review Process with no objections received.

Discussion: The estimated cost to design and construct the Morse Waterline is \$800,000. Morse Waterline, estimated at 3,500 feet, will be constructed from the Water Treatment Plant to Morse and Cornell along the route shown on the attached map. The estimated cost to design and construct the Water Treatment Plant Improvements that consists of a chlorine contact chamber or clearwell, modifications to pipes to backwash the Plant filters and installation of flow meters for the filters is \$1,120,000.

Attached for your review are the Project Scope, details, a general layout and map of the project.

Financial Impact: It is possible that the funds requested may be more than the estimated Project Costs. The final loan amount will be based on the actual Project Costs and the estimated debt may be different once we design and construct the Project. The annual debt payment on a \$2,000,000 loan at the current interest rate of 2.56% would be \$130,000. This equates to about a \$3.35 increase on an average monthly residential bill (6,000 gallons) or an estimated 7.5% increase on the water portion of the Utility Bill. We estimate that payments on the loan will begin in 2016.

Project Scope

Water Treatment Plant Clearwell and Plant Modifications

The City of Bonner Springs Utilities Department plans to install a Clearwell also referred to as Chlorine Contact Chamber (CCC) to improve the disinfection process and meet Federal and State regulations for Groundwater Disinfection. Our current system does not allow sufficient contact time of Free Chlorine to meet the Groundwater Rule, enacted by the Environmental Protection Agency (EPA) in 2006 which requires Public Water Systems to enact additional tests if the treatment system does not meet the 4-log disinfection process. Disinfection of water to meet 4-log or 99.99% removal of viruses requires a calculated period of “contact time” with a known amount of chlorine. The current system does not provide the required time. The risk to the Citizens of Bonner Springs and general population is that a potential breakthrough of our natural sand filtration could lead to possible contamination of the water, which could be pumped to the City, without staff’s knowledge because the disinfection process was insufficient to remove harmful viruses that are normally not found in our groundwater source. Although we test the water continually and take samples for bacteriological tests weekly, it is possible that contaminated water could create a potential health concern.

The project will include the construction of a tank or chamber to allow additional contact time with chlorine to meet the 4-log disinfection process. Treatment plant modifications will be needed to backwash the filters and use a different procedure than currently used. Flow meters will be added to the filters to ensure equal flow through the filters and assure that the chlorine contact time is met. Chlorine injected into the water stream prior to the filters accounts for some amount of contact time. We inject a small amount of ammonia into the water stream, after the filters, prior to the distribution discharge pipe, to enhance the stability of the chlorine concentration in the distribution system. Once we construct the new CCC, we will relocate the ammonia feed to inject ammonia after the CCC. The water within the CCC has full strength or Free Chlorine which provides the best disinfection of water. Construction will begin in 2016.

Estimated project cost is \$1,120,000

Preliminary Engineering - \$5,000

Design Engineering - \$60,000

Construction Administration - \$10,000 (includes documents required for KPWSLF)

Construction Inspection – \$75,000 (12 weeks)

Easements / Acquisitions - \$0

Construction - \$850,000

15% contingencies - \$120,000



CITY OF BONNER SPRINGS
WATER TREATMENT PLANT
IMPROVEMENTS

PROPOSED SITE LAYOUT

Project Scope

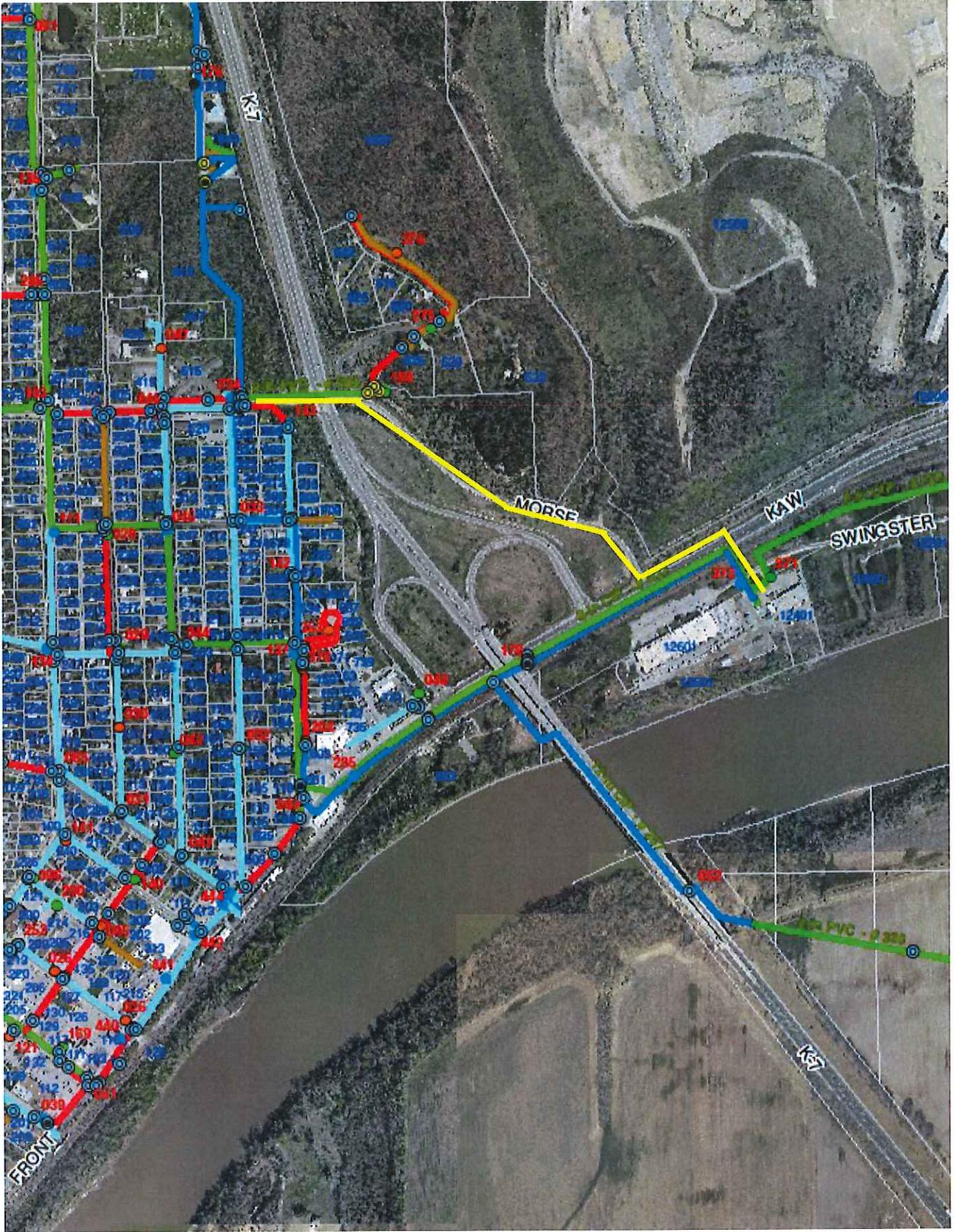
Morse Avenue 12 Inch Transmission Water Line

The City of Bonner Springs Utilities Department plans to install a 12" transmission waterline on West Morse Avenue to replace the old eight-inch (8") Front Street waterline that we took out of service due to multiple breaks. The installation of the 8" pipeline occurred in 1951 with Well No. 1 on the north bank of the Kansas River after the 1951 flood. The preliminary design route is from the Water Treatment Plant (WTP) to Morse from K-32 to Cornell, where we can connect to the 12" transmission pipeline to the storage tanks. This pipeline will provide redundancy that we need in case of a failure on the Front Street 12", which is our only transmission line from the WTP to the storage tanks. Use of the Front Street 8" pipeline would possibly lead to additional breaks and street damage. The existing 8" waterline, installed in 1951 is inside casing pipe under the Union Pacific RR Tracks. We believe the casing is 24" and should be in acceptable condition to install a new 12" pipe inside it. If not, the casing would need to be replaced. The current WTP has an 8" waterline for a discharge that supplied water to the original 8" waterline and the newer 12" K-32 / Front Street Waterline. Improvements at the WTP will include large discharge pipes and more filter capability up to 2MGD. The total distance from the WTP to Cornell is approximately 3,500 feet. We expect to incur some rock along this route. We expect construction to begin in 2015.

Estimated project cost is \$800,000

Preliminary Engineering - \$1,000
 Design Engineering - \$40,000
 Construction Administration - \$12,000 (includes documents required for KPWSLF)
 Construction Inspection – \$18,000 (12 weeks @ \$300/day)
 Easements / Acquisitions - \$10,000
 Construction - \$620,000 (including bores and rock)
 15% contingencies - \$100,000

Design Engineering includes some work for the Project Manual bid process. KDHE approved the waterline specifications. Administrative Specifications, Project Summary, and Bid Form submittals are the main items needed from the Engineer. Engineer will review and approve the Project Manual but does not need to send Specifications to KDHE. This project will be funded by Kansas Public Water System Loan Fund administered by KDHE.



ITEM NO. 9.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Resolution to Authorize Completion of an Application to the Kansas Department of Health & Environment for a Loan in the Approximate Amount of \$2,000,000

ACTION: Make a Motion to Approve a Resolution to Authorize Completion of an Application to the Kansas Department of Health & Environment for a Loan in the Approximate Amount of \$2,000,000

STAFF RECOMMENDATION: The City Manager, City Clerk, Finance Director & Utilities Director Recommend Approval

Please refer to the information provided for Regular Agenda Item No. 8. In order to move forward with the loan application, KDHE requires approval by the City Council of the enclosed Resolution.

Upon approval of the Resolution, Staff will complete the application for submission to the Kansas Department of Health & Environment.

RESOLUTION NO. 2014-___

A Resolution to Authorize the Completion of an Application to the Kansas Department of Health & Environment for a Loan from the Kansas Public Water Supply Loan Fund

WHEREAS, the City of Bonner Springs, Kansas (the "City") is a duly incorporated City of the Second Class organized under the laws of the State of Kansas (the "State") which operates a public water supply and distribution system (the "System"); and

WHEREAS, the City Council of the City determined in to be in the best needs of the customers of the System to undertake certain modifications and improvements (the "Project") to the System; and

WHEREAS, the pursuant to K.S.A. 65-163c *et seq.* (the "Act"), the Kansas Department of Health and Environment ("KDHE") administers the Kansas Public Water Supply Loan Fund (the "Fund") from which they make loans to certain qualified Municipalities (as said term is defined in the Act) to finance modification and improvements to public water supply systems; and

WHEREAS, the City made an application to KDHE for a loan in an amount not to exceed **\$2,000,000** (the "Loan") to finance the Project; and

WHEREAS, the Governing Body conducted a public hearing this date on the advisability to proceed with the completion of the application for the Loan and desires to authorize the appropriate officials of the City to accomplish the completion process.

Be it Resolved by the Governing Body of the City of Bonner Springs, Kansas:

Section 1. Loan Application. The Mayor and City Clerk of the City are hereby authorized to cause to be prepared and to execute a Loan Application, including all attachments thereto (jointly, the "Application"); in substantially the form presented to the Governing Body this date, in order to provide financing for the Project. The Application shall be forwarded to KDHE as soon as possible.

Section 2. Further Proceedings. The Mayor, City Clerk and the other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to complete the Application and to coordinate a loan agreement for the Loan (the "Loan Agreement"); provided that the authorization to execute the Loan Agreement shall be subject to further resolution of the Governing Body.

Section 3. Further Authority. This Resolution shall be in full force and effect from and after its adoption.

Approved by the City Council and Signed by the Mayor on November 24, 2014.

Attest:

Jeff Harrington, Mayor

Rita Hoag, City Clerk

(Seal)

ITEM NO. 10.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Award Bid Headworks Operation Facility Electrical Upgrade Project

ACTION: Make a Motion to Award the Bid for the Headworks Operation Facility Upgrade Project to Yates Electrical Co., Inc. in the Total Amount of \$27,498

STAFF RECOMMENDATION: The City Manager, City Clerk, Finance Director, Utilities Director & Project Manager Recommend Approval

Enclosed is a memorandum that provides the recommendation to award the bid for this project to Yates Electrical Co., Inc. in the total amount of \$27,498.

The Financial Impact Paragraph provides the budget information for this item. It also provides information about the cost to complete the low voltage required work that will use \$21,775 of the \$55,000 budgeted in the 2014 Budget.

ITEM NO. 11.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ SECOND: _____

AGENDA ITEM: Wastewater Treatment Plant Headworks Operation Telemetry System Integration Upgrade

ACTION: Make a Motion to Award the Wastewater Treatment Plant Headworks Operation Telemetry System Integration Upgrade to R. E. Pedrotti Company in the Total Amount of \$21,775

STAFF RECOMMENDATION: The City Manager, City Clerk, Finance Director & Utilities Director Recommend Approval

The enclosed memorandum provides the recommendation for this item. This is sole source contractual work as R. E. Pedrotti does all similar work required for the City. This is a component of the prior agenda item that relates to the electrical upgrade.

**CITY OF BONNER SPRINGS
PROJECT MANAGER MEMORANDUM**

Date: November 14, 2014
To: Mayor and City Council
Through: City Manager *nmh*
From: Project Manager and Utility Director

Subject: Wastewater Treatment Plant Headworks Operation System Integration Upgrade.

Recommendation

The City Council award the Telemetry design, work to program and Control Panel construction to R.E. Pedrotti Company in the total amount of \$21,775.

Background

R.E. Pedrotti Company is the selected System Integrator for the Wastewater Treatment Plant (WWTP). They worked with Staff to design and implement the various control components for this project. We do not bid work for System Integration as this is sole source contractual work.

Discussion

The City Council approved this project as part of the 2014 Wastewater Budget. R.E. Pedrotti submitted a quote/estimate of \$21,775 to complete the work necessary for our Supervisory Control & Data Acquisition (SCADA) system. The work includes primary devices to monitor various pump operations and construction of the new Control Panel which houses the Programmable Logic Controller (PLC) and various low voltage electrical components for operations of the Headworks Facility at the WWTP.

Financial Impact

There is \$55,000 budgeted in the 2014 Wastewater Operating Budget for this project. After award to Yates Electrical Co., Inc., there will remain a balance of \$27,502. R.E. Pedrotti's estimated cost to complete the project is \$21,775 which will leave a budget balance of \$5,727 for this project.

ITEM NO. 12.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens _____	Peterson _____
	Cooper _____	Knight _____
	Reeves _____	Freeman _____
	Haas _____	Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: City Manager's Report

ACTION: None

STAFF RECOMMENDATION: None

Report attached.

City Managers Update

Date: November 24, 2014

To: Mayor and City Council

1. Council Follow Up Items.

A. Westar Resident Insurance Letter – Per the letter sent out to residents by Westar, “Westar is responsible for the service line and the meter connecting the residents to the power grid.” Repairs to other components of the exterior electrical system, to include repair of the weather head, insulator, riser, meter base and service entrance conductor are the responsibility and not typically covered by basic homeowners insurance. Without Exterior Electrical Line Coverage, customers are responsible for the full cost to maintain and repair some of the exterior components. Insurance is approximately \$60 per year. The responsibility of Westar is no different than for water service in which the City is responsible to the meter and the customer is responsible from the meter to the house.

2. Deffenbaugh Trash and Recycle Schedule Change – Attached is a copy of the notice Deffenbaugh mailed to residents that will be impacted by the schedule change to occur the first of December. They will no longer pick up trash and recycle bins on Mondays. All residential trash and recycle throughout the City will be picked up on Tuesdays.

3. K-32 Corridor Study Grant Application to MARC – The MARC Planning Sustainable Places committee met and voted to partially fund the study of the K-32 Corridor. In an effort to fund as many projects as possible, the committee opted to award 76% of the requested funding to each of 6 applicants from Kansas. While we applied for \$90,000, we will receive \$69,000. This gives us the option to reduce the scope of our project and/or our cash match or increase our local funding. The official notice of the award and process details will be released shortly.

This is the breakdown of costs for each partner under the reduced funding level if we take the reduction according to the existing ratio.

UG	KCK	Edwardsville	Bonner	Match
30000	25000	17500	17500	90000
0.76	0.76	0.76	0.76	
22800	19000	13300	13300	68400

1. Detective Farr receives award from Mothers Against Drunk Driving -

On November 15, 2014, Detective Dan Farr received an award from the Heartland Chapter of Mothers Against Drunk Driving (MADD) for his efforts to make our community safer by aggressively enforcing our ordinances prohibiting Driving Under the Influence of Alcohol or Drugs (DUI.) Detective Farr made 35 arrests for DUI during calendar year 2013. Detective Farr was recognized, along with officers from many other agencies in the metro area, at MADD’s annual banquet in Belton, Missouri.

2. Tiblow Transit Donation – We received a \$200 donation for Tiblow Transit last week from Westar Energy.

3. **Cemetery Serenity Pavilion Donation** – We received a check this week in the amount of \$1,000 from the Helzberg Foundation.
4. **Community and Economic Development Update** –
 - a. **Harrington Floral Relocated** – This floral shop has been in business for 27 years, starting in 1987 at 127 Oak Street. In 1989, they moved to 218 Oak Street and just recently moved one building over to 220 Oak Street, which was the former location of Bittersweet on Oak. Alden-Harrington Funeral Home has future plans to renovate the vacant space at 218 Oak Street into a private community room for families to gather for funeral and memorial services.
 - b. **Cowtown Cheesecake Company Opening Soon** – Terry Mille, chef/owner of Cowtown Cheesecake Company, will be opening his business at 133 Oak Street, which is adjacent to Bonner Springs Pizza Company. He will move in initially to start baking and distributing the cheesecakes by Internet and/or walk-in orders and will complete some remodeling prior to opening to the public. He plans to open to the public sometime between Thanksgiving and Christmas. In addition to the cheesecakes, he plans to offer cupcakes, cookies, muffins and coffee. Terry has worked from his home since starting the business and is now ready to move into a larger space and be open for the public to enjoy his creations as well. For a look at his mouth-watering cheesecakes, visit www.cowtowncheesecake.com.
5. **Thank You Note from Sunflower Hills** – Attached is a thank you note from Sunflower Hills golf course for the work we did to improve Riverview Avenue.
6. **Senior Center Activities and Programs for Oct thru Dec** – Attached is a list of the Senior Center Programs and Activities.
7. **Snow Removal Regulations** – This is just a reminder that City regulations require that public sidewalks be cleared of snow and ice within 48 hours after the end of a snowfall when accumulation exceeds 2 inches or when the surface is coated with ice. Failure to meet the 48-hour requirement will result in the issuance of a ticket that carries a fine of \$20.00 plus a \$56 court fee. Pedestrian safety remains the number one priority for keeping sidewalks cleared to provide the best protection against slips and falls and ensure that no one is forced to walk in the street.

The ordinance for this regulation was passed 4 years ago and since then, the Property Maintenance Code Officer, Barbara Bille, has annually published press releases in the Chieftain, posted information at community buildings and sent out multiple informational postcards and warning notices to property owners, landlords, tenants and business owners whose property abut public sidewalks. We actually mailed the postcards one more year than originally planned. This was done to ensure that everyone was fully aware of the requirements for snow and ice removal from public sidewalks. For this winter season, public notices will only be posted at community buildings, on the City's website, in the Chieftain and placed in the new resident welcome packets distributed at City Hall. We will not be sending any reminders or warning postcards. If someone is in violation, they will receive a ticket.

Ms. Bille will conduct inspections 48 hours after the end of each snowfall when the accumulation is in excess of two inches. In cases where back-to-back storms occur, inspections will be conducted 48 hours after at the end of the last snowfall.

If the public sidewalk adjacent to a property directly borders a street and is covered with additional snow as a result of the City's snow removal procedure, the sidewalk will be deemed in compliance if a pathway, a minimum of 18 inches wide, is created along the inner side of the sidewalk to allow for safe passage. Additionally, access to all ADA ramps and street crossings must be cleared. In the event of an ice storm, appropriate steps must be taken, regardless of the accumulation, to treat the sidewalk with an ice melting product or sand.

For anyone needing help with snow removal, contractors are listed on the City's website under the Business Directory, www.bonnerrsprings.org. Ms. Bille is also coordinating the Snow Angels Program again this year to encourage citizens to help elderly or disabled neighbors with snow removal.

- 7. City Seeks Volunteers for Snow Angel Program** - During the winter months, Barbara Bille coordinates the "Snow Angels" Program to help individuals who are unable to remove snow from their sidewalks, driveways or entrances to their homes. If you or someone you know is willing to be a "Snow Angel", please contact Ms. Bille at 913-667-1718 or bbille@bonnerssprings.org. She will assemble a list of volunteers, match them with residents seeking assistance and will contact volunteers to confirm their assigned address. Each resident will then be notified about their Snow Angel. After that, volunteers are responsible to contact the resident(s) assigned to them to discuss the plan of action for assisting them with snow removal.
- 8. New Police Patrol Car** - Unit 41, our new Police Interceptor/Explorer package, is set up and in service and will be on display prior to the Council Meeting.
- 9. KanKap Training Session** – Attached is notice of an upcoming KDHE training session.
- 10. Midwest Public Risk (MPR)** – The recently completed annual conference of MPR was excellent with some superb keynote speakers. At the annual members meeting held during the conference I was elected as the Chairman of the Board for both MPR-Kansas as well as MPR.
- 11. Thanksgiving Holiday** – City offices will be closed Thursday and Friday, November 27 and 28 in observation of this holiday. Have a safe holiday.

NEW TRASH & RECYCLING COLLECTION DAY

Beginning December 2, 2014

Your NEW collection day will be

→ **Tuesday**



Please have your cart at the curb
→ by 7 a.m.



Thank you for being our customer!

Deffenbaugh
INDUSTRIES

SERVICE ALERT!

To help reduce our impact on the environment, Deffenbaugh is creating **more efficient trash and recycling collection** routes. As a result, you will have a new trash and recycling collection day beginning on **Tuesday, December 2, 2014**.

To accommodate these new efficient routes, Deffenbaugh crews may be in your area at different times than they have been in the past. Trash and recycling will be collected between 7 a.m. - 7 p.m. Please place your trash and recycling at the **curb by 7 a.m.** on your designated collection day.



These more efficient routes will mean:

- Less carbon emissions and cleaner air
- Fewer trucks and better roads
- New technologies and better service

Contact us!

Call 913-631-3300

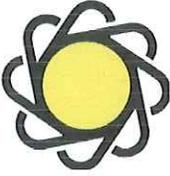
Email CustomerService@DeffenbaughInc.com

Visit us online www.DeffenbaughInc.com/My-Location

Deffenbaugh
INDUSTRIES

2601 Midwest Drive
Kansas City, KS 66111





Sunflower Hills GC

November 13, 2013

Mayor Jeff Harrington
Bonner Springs City Hall
P.O. Box 38
Bonner Springs, KS 66012

On behalf of myself, the Advisory Board, the Staff and the Patrons of Sunflower Hills Golf Course, I wanted to send you a quick note to thank you for the maintenance work that was recently completed on Riverview between K-7 Highway and the golf course.

We have received nothing but compliments about the improved condition of Riverview. Once again thank you from everyone at Sunflower Hills!

Sincerely,

Jeff Johnson
PGA Master Golf Professional
Phone (913-573-8570)
Fax (913-721-1025)
e-mail (SunflowerHills@aol.com)

CC: City Manager John Helin
Public Works Director Kevin Bruemmer

Bonner Springs Senior Center

October, November, and December 2014

Activities and Presentations

- **New Dinner Theatre – Murder Among Friends.**
- **Presentations – Diabetes Education, Lifework Lunch & Learn, Medicare Changes, Crystal Home Health Care, K-State Healthy Eating, SHICK Medicare, Sunshine Health Care.**
- **Visited with the Vaughn Dale residents to talk to them about the Senior Center and what we have to offer regarding activities and trips.**
- **Flu Clinic with Physicians Now Urgent Care. Seniors were given their flu shots.**
- **Bracero Exhibit at the Wyandotte County Museum**
- **Halloween Party Potluck – Seniors came dressed up and brought potluck dishes and won prizes for the best costume.**
- **Tour of the Fox 4 TV Station with Mark Alford, News anchor**
- **Shawnee Hills Wii Bowling Tournament – We were invited to Shawnee Hills for a tournament and they won 843 with 8 strikes, Bonner Springs – 761 with 13 strikes. A tournament is scheduled at the Senior Center, Thursday, December 11.**
- **Trip to Weston Red Barn Farm where we will take a tour of Weston and eat lunch.**
- **The Senior Center will be providing candy canes to Santa Clause for Candy Cane Christmas to be distributed to the children who visit the evening of December 1.**
- **Chinese Christmas potluck party, a white elephant gift is exchanged a couple of times before you are allowed to keep it.**
- **New Year's Eve Potluck Party, seniors bring food, and we toast the New Year with non- alcoholic champagne.**
- **Strawberry Hill Christmas tour. We will have dinner and then tour the Strawberry Hill Museum where the rooms are decorated for Christmas and dessert will be served.**

Gloria Ochoa, Senior Center Director

November 12, 2014

KanCap Board/Council Education

The Kansas Department of Health and Environment (KDHE) Capacity Development Program in partnership with Wichita State Environmental Finance Center (EFC), Kansas Municipal Utilities (KMU) and Ranson Financial Consultants, LLC encourages your governing body to attend an upcoming KanCap training session. KanCap is a voluntary program designed for water system governing bodies. It includes video clips, interactive quizzes, and activities that provide information decision makers need to know to stay in compliance with drinking water regulations and maintain water system technical, financial and managerial capabilities. The goal of KanCap is to provide water system governing bodies with the information needed to make decisions that help protect the public health.

Any water system with a majority of the board or council participating will receive extra credit in the State Revolving Loan Fund (SRF) ranking system.

The Environmental Finance Center, Ranson and Kansas Municipal Utilities are providing KanCap training at the following location:

December 11, 2014 – Baldwin City, Baldwin City Public Library, 800 7th Street

This session will be held from 8:00 AM to 4:30 PM and lunch is included. To register, visit the Kansas Municipal Utilities webpage: www.kmunet.org or call (620) 241-1423.

For general KanCap questions please contact KDHE: Cathy Tucker-Vogel at ctuckerv@kdheks.gov or (785) 368-7130.

Audience: In addition to elected officials, this training would be beneficial for Financial/Accounting staff, Finance Directors, Utility Directors, City Managers, Customer Service managers, and City Clerks.

ITEM NO. 13.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

**Present
&
Vote**

Stephens _____
Cooper _____
Reeves _____
Haas _____

Peterson _____
Knight _____
Freeman _____
Shannon _____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ SECOND: _____

AGENDA ITEM: City Council Items

ACTION: None

STAFF RECOMMENDATION: None

ITEM NO. 14.

**City Council Regular Agenda
Monday, November 24, 2014 – 7:30 p.m.**

Present & Vote	Stephens	_____	Peterson	_____
	Cooper	_____	Knight	_____
	Reeves	_____	Freeman	_____
	Haas	_____	Shannon	_____

Mayor Vote on Charter Ordinances & Planning Items _____

MOTION: _____ **SECOND:** _____

AGENDA ITEM: Mayor's Report

ACTION: None

STAFF RECOMMENDATION: None

The Mayor will give a verbal report at the meeting on Monday.