

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, JUNE 17, 2019**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday June 17, 2019. Mayor Blubaugh called the meeting to order at 7:00 p.m. Councilmember Zimmerman led in the Pledge of Allegiance and the Invocation. Council members present were, Larry Zimmerman, Brent Traylor and Brook Brandenburg. Councilmember Leland arrived at 7:08 p.m. Councilmember Torske was absent.

Also present were: Brian Silcott, City Administrator; Teri Laymon, City Clerk; Micah Scoggan, City Planner; Fred Farris, Chief of Police; Craig Crossette, Assistant City Manager; and Thatcher Moddie, Administrative Intern.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Brandenburg* moved to approve the agenda as presented. Councilmember *Traylor* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

Chari Michael, 401 Burns, Turon, Kansas stated she lost a son to suicide and joined an organization to make people aware suicide prevention. Michael presented prevention pamphlets and announced that there will be a Walk to Fight Suicide in Wichita, Kansas September 21, 2019 at Riverside Park, sponsored by American Foundation for Suicide Prevention and Out of the Darkness Community Walks. Michael stated more information can be found at afsp.org/Wichita.

Lisa Stoller, 10918 West Maxwell Circle, Wichita, Kansas 67215 Goddard Public Library board provided thanked the City Council for partnering with Public Policy and Management Center at Wichita State University who provided expertise and support to develop a strategic plan. Stoller provided an update on the Library Boards' Strategic Plan.

APPROVAL OF THE CONSENT AGENDA

The City Clerk presented the consent agenda consisting of following items:

- Minutes of the regular city council meeting dated June 3, 2019
- Accounts Payable dated June 10, 2019 for \$89,416.55
- Accounts Payable dated June 12, 2019 for \$93,313.58

MOTION: Councilmember *Traylor* moved to approve the consent agenda as presented. Councilmember *Leland* seconded the motion. The motion passed unanimously.

RECEIVE AND FILE THE 2018 AUDIT REPORT

Randy Ford with Busby Ford & Reimer, LLC provided an overview of the 2018 Audit Report. Ford added that the City Staff was very easy to work with.

APPROVE AN ENGINEERING SERVICE AGREEMENT FOR ARBOR CREEK IMPROVEMENTS AND SEWER LIFT STATION

Brian Silcott presented a proposed engineering agreement between the City and Baughman Company, P.A. for the design of bond financed improvements consisting of paving, storm sewer, water system, and storm water system improvements. Staff recommends using Baughman and Company, P.A. as this firm provided the preliminary engineering services for the platting of the Elk Ridge subdivision as well as the design of improvements for the subdivisions 3 other additions and can expedite plan preparation.

MOTION: Councilmember *Zimmerman* moved to approve the proposed engineering service agreement and authorize all necessary signatures. Councilmember *Brandenburg* seconded the motion. The motion passed unanimously.

RECEIVE THE CHAMBER OF COMMERCE 2018-19 ANNUAL REPORT AND 2020 FUNDING REQUEST

Angie Duntz, Executive Director of the Goddard Chamber of Commerce presented the 2018-19 Annual Report including their mission, vision and accomplishments. Maggie Seiler, President of the Goddard Chamber presented an overview on the vision, mission of the Young Professionals of Goddard.

The Chamber requested funding of \$10,000 to help with the Chamber's general operating expenses, \$2,000 for educational purposes such as luncheon speakers and learning opportunities for the executive director and/or board members. Duntz also requested \$3,00 for the Young Professionals community eservice events and \$2,000 for the Young Professionals to facilitate additional young professional social recruitment/retention events and leadership development activities for a total request of \$17,000.

CONSIDER TEMPORARY SUSPENSION OF BEER AND ALCOHOL BANK FOR THE CHAMBER OF COMMERCE AFTER HOURS IN THE PAVILION ON JUNE 20, 2019

Thatcher Moddie, Administrative Fellow presented an Ordinance to temporarily suspend the ban on beer and wine in linear park for the duration of the Chamber of Commerce celebration on Friday, June 21, 2019 from 4:00 p.m. to 9:00 p.m.

MOTION: Councilmember *Zimmerman* moved to waive the reading of the ordinance. Councilmember *Leland* seconded the motion. The motion passed unanimously.

MOTION: Councilmember *Zimmerman* moved to adopt said ordinance. Councilmember *Leland* seconded the motion.

Roll Call Vote:

Yea: Zimmerman, Leland, Traylor, Brandenburg

Nay:

Ordinance #831

CONSIDER TEMPORARY SUSPENSION OF BEER AND ALCOHOL BAN FOR THE GODDARD GATHERING FOOD TRUCK RALLY ON JUNE 21 2019

Thatcher Moddie 832 presented an Ordinance to temporarily suspend the ban on beer and wine in linear park for the duration of the Food Truck Rally and concert on June 21, 2019 from 4:00 p.m. to 9:00 p.m.

MOTION: Councilmember ***Brandenburg*** moved to waive the reading of the ordinance. Councilmember ***Traylor*** seconded the motion. The motion passed unanimously.

MOTION: Councilmember ***Brandenburg*** moved to adopt said ordinance. Councilmember ***Traylor*** seconded the motion.

Roll Call Vote:

Yea: Zimmerman, Leland, Traylor, Brandenburg

Nay:

Ordinance #832

APPROVE TRAFFIC SIGNAL POLE REPLACEMENT AT THE SW CORNER OF 199TH AND KELLOGG

Craig Crossette, Assistant City Administrator, stated on January 18, 2019 a motorist struck the traffic signal pole at 199th and South Kellogg Drive. The traffic pole received significant damage, however, has remained operable with temporary fixes applied by the Public Works Department. The City is currently working through the insurance claim process and has been advised to move forward with the repairs with the expectation that pole replacement repairs might be covered by the motorists' insurance.

The City solicited quotes for the repairs from three (3) different firms who provide traffic control infrastructure services. Staff received proposals from two (2) firms. See below:

Phillips Southern Electric Co.: \$25,765.00

Sims Electric Service Co.: \$24,125.00

Staff recommends awarding the costs of the project to the low bid submitted by Sims Electric Service Co. for an estimate amount of \$24,125.00

If approved, the \$24,125.00 estimated costs will be allocated to the Capital Improvement fund, Streets, Traffic Signals, line item 90-410-8520.

MOTION: Councilmember *Brandenburg* moved to award the costs of the project to Sims Electric Service Company for \$24,125. Councilmember *Leland* seconded the motion. The motion passed unanimously.

AUTHORIZE A SEWER MAIN REPAIR ON ARGON STREET

Craig Crossette explained that while completing sewer jetting services, the City of Goddard Public Works department identified an obstruction in the sewer line on a property near Argon Drive. After the obstruction was identified, the City consulted with a firm to camera the line to identify the source of the obstruction. The camera process revealed a protruding cast iron tap in the 8-inch sewer main. The City Engineer informed that the tap needs to be removed to avoid potential sewer problems in the area. Subsequently, the City Engineer constructed and solicited a request for proposals seeking bids from companies that complete required services to have the tap removed. The homeowner has been contacted and is aware of the scope of work. The site will be remediated as soon as the tap has been removed. As soon as the bid has been awarded our resident will be made aware of the timeline for the work.

The City Engineer’s estimated costs for the project is \$10,000.00. The request for bids was sent to five (5) companies and two (2) proposals were submitted to Staff. Nowak Construction company submitted the high bid of \$24,569.00, while Wilks Underground Utilities LLC submitted the low bid of \$9,875.00.

Staff believes that Wilks Underground can adequately complete the project and they have submitted the low bid.

If approved, the \$9,875.00 expenditure will be allocated to the Sewer Replacement Reserve fund, Sewer/Stormwater, Repair & Maintenance—Utility Infrastructure line item 83-665-6150.

MOTION: Councilmember *Brandenburg* moved to award the project to Wilks Underground for \$9,875.00 and to allocate the expenditures as presented. Councilmember *Leland* seconded the motion. The motion passed unanimously.

2019 PROPOSED BUDGET FOR NON-MILL LEVY FUNDS

Matt Lawn, City Treasurer, reviewed the 2019 proposed budget for non-mill levy funds, including special Highway/Street, Special Parks and Recreation, Tourism Promotion, Equipment Reserve, Water Reserve, Sewer Replacement Reserve and the STAR Bond Fund.

CITY ADMINISTRATORS REPORT

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the week of June 17th
Date: June 17, 2019

Below is a brief update on City operations, projects, and future agenda items for the City.

City Council Minutes
June 17, 2019

Kellogg & Crowne Drive Signalization/RCUT: There is nothing new to report on this project. I hope to have additional information to report to you before the July 1st City Council meeting. We plan to present the construction agreement and design scope of services at a July City Council meeting. This item will be presented in a single multi-action agenda item. Staff will present the construction & corridor agreement, and the RCUT design scope of services as a single item that can be taken as a single motion by the City Council

183rd Pathway: This project was initially delayed due to intense rains, and is underway, however, there has been additional weather delays, but nothing significant to note. My next report will include photos of the project's progress.

North Park: The property survey for a potential north Park location and sale agreement is scheduled for has been completed and I anticipate presenting a land purchase agreement in July.

Fee Resolution Update: The City periodically updates its fee resolution. Staff will present an update in July 1st regular City Council meeting.

Water Well Meter Installation: The installation of the magnetic meters for the water wells is scheduled to begin late this week and carryover into the following week.

Splash Pad Bucket: The splash pad bucket repair is now scheduled for the week of June 24th through the 28th.

2019 Street Maintenance: The road maintenance is planned for mid-July. I will provide a tentative schedule once it is known. Staff will use the Goddard Pulse to notify citizens impacted by the maintenance. We will also include how to navigate the temporary roadway closures in the July Glance.

GPD Drone Grant: I am pleased to pass along that Chief Farris reports that Officer Lamar has secured a \$2,500 grant from Walmart for the purchase of a police department drone. The drone is to be used for Law Enforcement activities and will include a high definition infrared camera.

Playground Equipment Installation: The playground equipment purchase that was authorized by the Governing Body at the June 1st Council meeting has been scheduled for mid-August. The work requires an overnight temperature of at least 65-degree Fahrenheit. The splash pad and playground equipment will need to be placed out of service while the work is performed. I do not know for how long the attractions will be out of service, but I hope that is it less than 7-10 days.

23rd Street Repair: The segment of roadway between Walnut and Spruce Streets has significant base failure, which necessitates immediate repair. The segment immediately adjacent to Spruce Street will require ditch and culvert work to facilitate stormwater flow. Staff will present bids

for the project at the July 1st meeting. We estimate the cost to be between \$50,000 and \$60,000.

GPD Cruiser Replacement: One of our police Tahoe's was involved in a traffic accident, which fortunately did not result in any injuries. However, both vehicle's experienced extensive damage. Staff will present a purchase request to replace the damaged GPD Tahoe, the interior kit from the totaled vehicle can be used in the replacement cruiser. This item will be presented in July.

Ideatek Service Agreement: The City has been approached by a wireless telecom provider to provide service the Goddard area. The company is Ideatek out of Buhler, Kansas. In accordance with state laws, I anticipate presenting a service agreement (formerly known as franchise agreement) in late July or August for your consideration.

Water & Sewer Rate Ordinance: We are planning to present a water and sewer rate ordinance in August or September. The ordinance is intended to have water & sewer rates based on consumption. The lower water usage the lower the utility bill. We hope to show that the vast majority of users will see a rate decrease if their consumption remains unchanged.

Respectfully Submitted,
Brian W. Silcott, City Administrator

Brian Silcott announced the Craig Crossett has taken the position of City Administrator in Sterling Kansas,

Fred Farris, Police Chief announced that there is an ongoing problem with trucks parking on Kellogg. Farris stated that he wanted to let the Council aware that the Police Department is working on the problem.

GOVERNING BODY COMMENTS

Councilmember Zimmerman asked if there was still consideration on the table for sheds around the wells.

Councilmember Leland congratulated Craig Crossette on his new position.

Councilmember Brandenburg stated that he is pleased with the Financials.

Mayor Blubaugh thanked Brian Silcott and Matt Lawn for their work on the Financials.

ADJOURNMENT

MOTION: Councilmember *Leland* moved to adjourn the regular meeting.
Councilmember *Brandenburg* seconded the motion. The motion carried unanimously.

Meeting adjourned at 8:30 p.m.
Teri Laymon, City Clerk