

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, MARCH 20, 2017**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, March 20, 2017. Mayor Gregory called the meeting to order at 7:00 p.m. Councilmember Zimmerman provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Chris Hahn and Todd Wentz. Councilmember Enrique Ramirez was absent.

Also present were: Brian Silcott, City Administrator; Justin Constantino, Assistant to City Administrator; Teri Laymon, City Clerk; Lance Beagley, Police Lieutenant; Matt Lawn, City Treasurer and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Torske* moved to approve the agenda. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

CITIZEN COMMENTS

Tammy Carlisle, 120 Swanee, expressed her concern for safety within her neighborhood. Carlisle pleaded that the City Council do something about vicious dogs being contained by electric fence. Carlisle stated that these dogs have collars that run on batteries and that batteries run out.

Kelly Keatley, 2564 St. Andrew Court, stated that he is the owner of Champion Lawn Care, one of the companies that submitted a mowing RFP to be considered under item G.2. Keatley said he is the lowest bidder and is a resident of Goddard. Keatly said he noticed that his company was not the company that staff will be recommending and gave reasons why his company could fulfill the request for proposal at the lowest price.

APPROVAL OF CONSENT AGENDA

Teri Laymon, City Clerk presented the following to the City Council for approval:

- 1) Minutes of the Regular Meeting of the City Council dated March 6, 2017
- 2) Accounts Payable list dated March 10, 2017 for \$ 45,479.39
- 3) Approval of Firework Stand Applications
 - a) Lions Club – 19950 West Kellogg
 - b) St. Elizabeth Ann Seton – 18218 W. Kellogg
 - c) Species Survival Fund – 18639 W. Kellogg
 - d) Goddard Jr. Baseball, Inc. – 16800 W. Kellogg
 - e) Goddard Jr. Baseball, Inc. – 19941 W. Kellogg

MOTION: Councilmember *Torske* moved to approve the consent agenda. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

DISCUSS CHIEF OF POLICE POSITION PROFILE WITH EXECUTIVE RECRUITER

Art Davis, Senior Vice President of Springsted Waters, stated that he had met with the Police officers and administrative staff regarding the ideal qualifications for a candidate for the Police Chief. Davis discussed with the City Council their preferences for ideal candidate.

AWARD MOWING SERVICES BID

Justin Constantino, Assistant to City Administrator, submitted three bids for the 2017 mowing services received on Monday, March 13, 2017. After review of the 2017 Mowing Services proposals, it was determined that Champion Lawn Care, LLC of Goddard, Kansas submitted the lowest bid for right-of-way mowing services at \$850.00 per week. Green with Envy, LLC submitted the lowest cost for nuisance mowing services as needed at \$30.00 per hour.

Responses to the Request for Proposal (RFP) were carefully evaluated by staff and reviewed based on relevant experience, project understanding, ability to perform project requirements, strength of proposal, and proposed fees. Staff determined that Green with Envy of Goddard, Kansas submitted the bid that most accurately reflects the City’s purchasing policy and bid selection process criteria.

The results from the 2017 Mowing Services RFP may be found below:

Company	Weekly Cost	Annual Cost	Nuisance/Hour
Champion Lawn Care, LLC	\$850.00	\$26,350.00	\$40.00
Wolfe Lawn Care, LLC	\$1,179.33	\$36,559.23	\$43.56
Green With Envy, LLC	\$1,350.00	\$41,850.00	\$30.00

Councilmember Wentz stated that if all three companies meet the RFP than the only other thing to base his decision is on the cost. Wentz stated that he is not convinced that the lowest bidder could not do the job.

Councilmember Torske stated the City has used Green with Envy before and said he would make a motion for going with Green with Envy.

MOTION: Councilmember *Torske* moved to accept the bid from Green with Envy, LLC.

The motion failed for lack of a second.

MOTION: Councilmember *Zimmerman* moved to accept the lowest bid from Champion Lawn Care. Councilmember *Wentz* seconded the motion. The motion carried with *Torske* voting no.

WIRELESS PET FENCE ORDINANCE

Brian Silcott presented a proposed ordinance regulating the use of electronic fences to contain or control movement of dogs. Silcott explained that the Ordinance will amend the City Code and a dog will not be considered “at-large” if it is confined to the back yard of a residential property of its owner or harbored by an electronic fence in accordance with this ordinance. Silcott added that the boundary may not be closer than 10 feet away from a public sidewalk or right of way, and not closer than 2 feet away from an adjacent private property.

This code does not affect the City's ability to determine that an animal is vicious or dangerous as defined in Chapter II Article 3 of the municipal code.

MOTION: Councilmember *Torske* moved to waive the reading of the ordinance. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

MOTION: Councilmember *Torske* moved to adopt the ordinance with an amendment to item (c) The boundaries of an electronic fence shall not be any closer than 10 feet away from a public sidewalk or right of way, and not closer than 5 feet away from an adjacent private property. Councilmember *Wentz* seconded the motion.

Roll Call Vote: Torske -Yes, Zimmerman-No, Hahn – Yes, Wentz – Yes
Ordinance #794

AUTHORIZE PUMP PURCHASE FOR WASTEWATER TREATMENT FACILITY

Justin Constantino informed the City Council that the Goddard Wastewater Treatment facility utilizes three pumps designed to process wastewater as it flows into the plant. The Vaughan chopper pump is specifically designed to shred larger debris such as rags or clothing prior to pumping the wastewater to the headworks building as part of the preliminary screening process. The two remaining pumps are designed to assist the primary chopper pump in processing wastewater during periods of higher flow.

The current chopper pump is roughly five years old and requires repair and maintenance due to worn chopper blades and frequent use. Repairs include the removal and replacement of the cutter bar, cutter nut, and impeller as well as general maintenance including disassembly, cleaning, oil replacement, rebuilding, and painting.

Staff sought pricing from two prospective bidders capable of providing repair and maintenance services. Fluid Equipment of Wichita, Kansas submitted the lowest bid for \$5,329.00 for parts and labor. In the event that additional work is required on the chopper pump once the pump is disassembled, staff is requesting a contingency of 15% to be added to the total cost of the pump maintenance.

Staff requested the contractual repair and maintenance of the Vaughan chopper pump in the amount not to exceed \$6,200.00. The proposed repairs will be made from the sewer utility fund, line item 30-860-6130.

MOTION: Councilmember *Torske* moved to accept the bid from Fluid Equipment as presented. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

AUTHORIZE 2017 PAVEMENT PRESERVATION REQUEST FOR PROPOSALS

Justin Constantino stated that in 2015, staff used the Goddard Pavement Rehabilitation Cycle to create a comprehensive Street Maintenance Master Plan designed to inventory the city's existing streets and to forecast the maintenance of streets throughout the city. The plan categorizes every street in the city by year built, previous rehabilitation, future rehabilitation, and estimated cost for future rehabilitation.

Constantino presented a complete list of streets slated for maintenance work in 2017. Staff is seeking authorization to release the 2017 proposed street maintenance projects list and to seek bids from capable contractors for work to be completed during fiscal year 2017. Once staff receives bids from contractors, the costs will be presented to the City Council at a future date.

The City Council is not required to authorize expenditures at this time.

It was the consensus of the Governing Body to proceed with the Request for proposals.

AUTHORIZE ELK RIDGE WATER, SEWER & PAVING ASSESSMENTS AND SET PUBLIC HEARING

Brian Silcott stated the City authorized improvements to Elk Ridge Phase 2 for water and sanitary sewer improvements as well as Phase 3 paving during the December 16, 2013 regular City Council meeting. The City Council adopted the following resolutions for improvements to serve new construction in Elk Ridge:

- Res. 13-10 for 8" water main improvements serving 25 parcels: Lots 5-10, Block C; Lots 7-14, Block D; and Lots 10-20, Block E.
- Res.13-11 for 8" & 10" sanitary sewer improvements serving 33 parcels: Lots 5-10, Block C; Lots 7-14, Block D; and Lots 2-20, Block E with the City paying a portion (3.02% to oversize the line for future long-term growth opportunities to the south and west of the current development).
- Res. 13-14 for paving improvements (24' wide asphalt mat) serving 25 parcels: Lots 5-10, Block C; Lots 7-14, Block D; and Lots 10-20, Block E.

Silcott said the improvements have been constructed and the next step in the process is placing the long-term financing of the improvements onto the special assessment roll. In accordance to the desires of the developer, the assessments are presented as 20-year annual payment assessments.

Silcott presented Exhibit A, which provides a statement of final costs. Exhibit B is the assessment roll certification. Exhibit C is the notice of public hearing. Exhibit D is the form of notice of hearing and statement of cost proposed to be assessed.

MOTION: Councilmember *Torske* moved to authorize the Elk Ridge Water, Sewer and Paving Assessments and set the public hearing for April 3, 2017 at 7:00 p.m. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

RECEIVE AND FILE FEBRUARY FINANCIAL REPORTS

Matt Lawn presented and reviewed the February Financial Reports.

CITY ADMINISTRATOR'S REPORT

To: Honorable Mayor and City Council
From: Brian W. Silcott, City Administrator
Cc: Department Directors & Staff
Re: City Administrator Report for the March 20th Regular City Council Meeting
Date: March 20, 2017

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

STAR Bond Project: There is nothing new to report. We believe that we will have a firm announcement the first full week of April. I am very optimistic and excited for this project to commence.

US-54/400/Kellogg Traffic Impact Study: The City has received notification from KDOT that the Kellogg & Barber intersection has been selected for funding. This intersection would serve as direct access from Kellogg into the STAR Bond project site. The State's award is to fund 100% of the project cost. The City is not obligated to participate and project authorization forms, including specific scope and funding details are pending. Staff has received these items and will present an interlocal at the April 3 meeting.

Citywide Clean-Up: The annual city wide clean-up and area wide Neighbors United clean-up is scheduled for Saturday, April 22. The same procedure as last year will occur again with this spring clean-up. City staff will be providing support and dumpsters at the City yard.

Goddard Gathering: April is "jazz appreciation" month. Following up on last year's successful Goddard Gathering of Jazz in the Park; the Goddard & Eisenhower High School Jazz Bands, will kick start this year's Neighbors United clean-up. Please reserve Friday, April 21 from 6 pm to 8pm for an evening of jazz in the Park. EHS will kick us off performing from 6:00 to 6:55 and GHS will round the evening out with a performance from 7:05 to 8:00.

Water Storage Tank Items: We had planned to present this item tonight; however, in discussing possible submittals with potential vendors, the item has been differed until April or early May. Assistant to the City Administrator, Justin Constantino will present a request for RFPs on the water tower cleaning and exterior painting.

Public Works Truck: Staff will present a request to solicit bids for the budgeted purchase of the 2017 public works 1-ton heavy-duty work truck in April. The 2017 equipment reserve fund budget contains this item.

False Alarm & Address Ordinances: These ordinances will be presented for review and comment giving residential and commercial alarm customers a simplified three strikes per year before fines are assessed. Additionally, staff will present a draft ordinance for discussion on requiring homes and businesses to have address numbering clearing visible from the street.

Splash Pad & Pavilion Update: Splash RFP should be released later this week, with the pre-bid meeting held on March 15 and potential contractors attended. The Pavilion project is progressing through the design phase.

Means Park Water Line/Valve Repair: Tomorrow, Tuesday, March 21st Public Works will be reducing water flow to the south end of town. Specifically, between Santa Fe to 23rd Street between 199th Street & Walnut to replace the valve that serves the pool and park. The estimated time of repair is six (6) hours. To minimize the impact on our neighbors, all preparatory aspects of the dig have been completed beforehand. All that will need to occur tomorrow is to shut down the water supply and commence repairs on the pre-exposed water line.

St Andrews 4th Addition: Staff will present an engineering service agreement and resolutions authorizing water and paving improvements to the second phase of St Andrews 4th Addition. The sanitary sewer and storm water is already in place and previously financed for by the developer. These three items will be presented at the April 3 meeting.

Water Well Inspection Interlocal Agreement: As mentioned in last week's report, Director of Community Development Tim Johnson will present an interlocal between Sedgwick County and the City. This enables the County to inspect private water wells to insure no cross connection or discharge into the public system, on the City's behalf. Goddard will not be the first community, nor the last, to participate in the program as part of our state mandated cross-connection program.

Note: I will be out of the office for the remainder of this week (03/21 thru 3/24).

Respectfully Submitted,
Brian W. Silcott, City Administrator

GOVERNING BODY COMMENTS

Councilmember Torske asked if staff was still utilizing the reduced YMCA memberships. Teri Laymon said staff is utilizing the YMCA memberships and noted that she will include the number of memberships in her quarterly report.

Councilmember Zimmerman asked the participation rate in the wellness program. Teri Laymon said that she would also include the information in the quarterly report.

Mayor Gregory announced that there would be a Sedgwick County Association of Cities (SCAC) meeting Saturday, April 8 and a special SCAC tour of McConnell Air Force Base May 17 but space is limited to 40 people.

ADJOURNMENT

MOTION: Councilmember *Torske* moved to adjourn the regular City Council Meeting. Councilmember *Wentz* seconded the motion. The motion carried unanimously.

Meeting adjourned at 8:36 p.m.
Teri Laymon, City Clerk