

OSAWATOMIE CITY COUNCIL
AGENDA

October 13, 2022

6:30 p.m. | Memorial Hall | 411 11th Street

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Invocation
5. Consent Agenda

Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action.

 - A. October 13, 2022 Agenda
 - B. September 22, 2022 Meeting Minutes
 - C. Pay Application(s)-Western Consultants - \$2,635.50 – WWTP Improvements
 - D. Pay Application – BG Consultants - \$16,827.00 – WWTP Improvements
 - E. Pay Application – BG Consultants - \$75,132.20 – WTP Improvements
 - F. Pay Application – BG Consultants - \$73,042.20 – Water Distribution Improvements
 - G. Pay Application – BG Consultants - \$5,381.00 – Brown Street Improvements 16th-18th
 - H. Pay Application – BG Consultants - \$42,588.00 – City Street Improvements
 - I. Pay Application – McAnany Construction - \$183,338.00 – Asphalt Resurfacing
 - J. Special Event Permit(s) – Spook Parade
6. Comments from the Public

Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.
7. Presentations, Proclamations, and Appointments
 - A. Proclamation – National Arts and Humanities Month – Osawatomi Arts Commission
8. Public Hearing
 - A. Condemnation Hearing for the Following Properties:
127 Rohrer Heights ; 727 Lincoln Avenue ; 100 E Pacific Avenue ; 1103 Chestnut Avenue ; 1013 Chestnut Avenue
9. Unfinished Business
10. New Business
 - A. Resolution 1053 – Approving the Purchase of Transformers for Solar Array
 - B. Resolution 1054 – Formalizing Osawatomi’s Participation in KP&F
 - C. Resolution 1055 – Accepting Bids for Repairs to City Hall Roof
 - D. Resolution 1056 – Change Order for Memorial Hall Contract
 - E. Resolution 1058 – Neighborhood Revitalization Plan Update
11. Executive Session(s)
 - A. K.S.A 75-4319(b)(4) – Discussion of Data Relating to Financial Affairs or Trade Secrets of Corporations, Partnerships, Trusts, and Individual Proprietorships
 - B. K.S.A 75-4319(b)(1) – Personnel Matters of Non-Elected Personnel (City Manager Review)
12. Item for Consideration
 - A. Amendment to the City Manager’s Contract
13. Council Report
14. Mayor’s Report
15. City Manager & Staff Report
16. Adjourn

NEXT REGULAR MEETING – October 27, 2022

Osawatomie, Kansas. **September 22, 2022.** The Council Meeting was held at Memorial Hall located at 411 11th Street. Mayor Nick Hampson called the meeting to order at 6:30 p.m. Council members present were: Wright, Macek, Diehm Dickinson, LaDuex and Bratton. Council members Filipin and Caldwell were absent. City Staff present at the meeting were City Manager, Mike Scanlon, Deputy City Manager Bret Glendening, City Attorney Jeff Deane, Director of Utilities Terry Upshaw, Public Works Director Michele Silsbee, Accounts Payable Clerk Dee Roehl, Building Official Ed Beaudry, Police Chief David Stuteville and Business Liaison Kari Bradley. Members of the public were: Reverend Wayne Ova.

INVOCATION. – Reverend Wayne Ova, Faith Baptist Church

CONSENT AGENDA. Approval of September 22nd Agenda, September 8th Council Meeting Minutes, Pay Application – BG Consultants - \$13,466.00 – WWTP, Pay Application – BG Consultants - \$2,254.50 – Mill & Overlay Support, Pay Application – BG Consultants - \$70,055.70 - Water Treatment Plant Design, Pay Application-BG Consultants - \$46,035.00 – Water Distribution Design, Pay Application – BG Consultants - \$1,500.00 – Northland Sewer Assessment, Pay Application – BG Consultants - \$53,235.00 – Pave the Way Design, Special Event Permit – Border War BBQ, Special Event Permit – Turkey Trot. **Motion** made by LaDuex, seconded by Dickinson to approve the consent agenda as presented. Yeas: All.

COMMENTS FROM THE PUBLIC. – None.

PUBLIC HEARINGS. – None.

PRESENTATIONS, PROCLAMATIONS AND APPOINTMENTS. – None.

UNFINISHED BUSINESS. – None.

NEW BUSINESS.

RESOLUTION 1050 – ACCEPTING DEPT. OF ENERGY ANNUAL REPORT AND DIRECTING THE FILING THEREOF – Director of Utilities, Terry Upshaw presented the Annual Electric Report. **Motion** made by LaDuex, seconded by Wright to approve Resolution 1050 – Accepting the 2021 Annual Electric Report to the U.S. Department of energy as submitted by staff as presented. Yeas: All.

RESOLUTION 1051 – AMENDING THE PERSONNEL POLICIES TO CODIFY THE JUNETEENTH HOLIDAY IN LIEU OF THE FLOATING HOLIDAY– In April, the City Council approved the observation of Juneteenth for the City of Osawatomie. Part of that presentation entailed bringing back to the council a proposal that would remove the “floating” holiday. Additionally, there is a change in the same section detailing how part – time employees will receive holiday pay. This simplifies the process and pays part-time employees who work on a city recognized holiday 1.5 times their hourly rate. **Motion** made by Dickinson, seconded by Bratton approve Resolution 1051 – Amending the personnel policies for the City of Osawatomie, Kansas as presented. Yeas: All.

RESOLUTION 1052 – AUTHORIZATION TO EXECUTE KDHE SRF LOAN PAPERWORK – We need to adopt the resolution authorizing the appropriate city officials to sign the necessary documents to make application to the state revolving loan fund. Once that application has been made, accepted by KDHE, and the funding has been set aside, we will be able to file for reimbursement of all expenses associated with the design of the facility to date, which are the invoices we started receiving in April. **Motion** made by Bratton, seconded by Diehm to approve Resolution 1052 –Authorizing the completion of an application to the Kansas Department of Health and Environment regarding a loan from the Kansas Public Water Supply Loan Fund as presented. Yeas: All.

EXECUTIVE SESSION – **Motion** made by Dickinson, seconded by Wright that the City Council recess into closed, executive session for the purpose of discussing personnel matters of nonelected personnel pursuant to the exception in K.S.A. 75-4319(b)(1). The closed meeting will last 20 minutes and will resume here in Memorial Hall at 7:08 p.m. Also attending will be Deputy City Manager Bret Glendening, Police Chief David Stuteville and City Attorney Jeff Deane. Yeas: All.

The council meeting resumed to open session at 7:08 p.m. with no action taken.

Motion made by Dickinson, seconded by Wright that the City Council recess into closed, executive session for the purpose of discussing personnel matters of nonelected personnel pursuant to the exception in K.S.A. 75-4319(b)(1). The closed meeting will last 30 minutes and will resume here in Memorial Hall at 7:40 p.m. Also attending will be City Manager Mike Scanlon. Yeas: All.

The council meeting resumed to open session at 7:40 p.m. with no action taken.

Motion made by Dickinson, seconded by Bratton that the City Council recess into closed, executive session for the purpose of discussing personnel matters of nonelected personnel pursuant to the exception in K.S.A. 75-4319(b)(1). The closed meeting will last 10 minutes and will resume here in Memorial Hall at 7:51 p.m. Also attending will be City Manager Mike Scanlon. Yeas: All.

The council meeting resumed to open session at 7:51 p.m. with no action taken.

COUNCIL REPORTS

Dale Bratton ~ Are we going to proceed with the Northland Sewer Project?

Karen LaDuex ~ Border War BBQ is October 21st and 22nd

Lawrence Dickinson ~ I had a good time at the Freedom Festival.

Kenny Diehm ~ We need to check the park better. Someone was hurt at the Freedom Festival because of an issue that was not addressed. The dip in the road at the entrance of the park also needs fixed.

MAYOR'S REPORT – Reminder – October 6th we have a delegation going to Manhattan for the KDOT -TA Award.

Mike was officially notified that we won a Planning Sustainable Places grant and they are coming for City meetings in the weeks ahead. Thanks Same and Kari for your work.

Put October 29th on your calendar if you haven't already. It's going to be a Congressional Delegation at the Flint Hills Trail (likely the Governor will be appearing as well).

Mike and I will be attending the joint City/County meeting with other Mayors and Managers in Paola on September 27th.

Kansas Association of Trail Towns will be meeting in early October.

There's a lot going on and I'm looking forward to a really busy 2023 as we kick off 4-5 new projects in our community.

CITY MANAGER & STAFF REPORTS.

Ed Beaudry – The City Council approved the repair of the Memorial Hall roof on July 28, 2022. Included in the winning bid from Wright Construction they would replace the hip girder joists, tie the remaining rafters back into the new hip and re-sheath the affected area on the Northwest Corner.

When Wright Construction began the work at the northwest corner, it was discovered the hip rafter was broken. Staff spoke with a Structural Engineer, who is familiar with this building. He stated the best option would be to completely replace the roof with engineered trusses, deck and shingles at a cost of \$300,000.00. Unfortunately, this is not in our budget.

A more in-depth inspection of the three existing hip rafters will be performed during the removal of the soffit and fascia. If work is required on the existing 3 rafters (sistering), this could cost approximately \$33,000.00. This cost is for material and labor. This is also not in the budget. The structural engineer confirmed that the sistering will work for the short term (making it look better). But if we want to maintain this structure in the long-term, we will need to invest approximately \$300,000.00 to replace the complete roof structure and we simply don't currently have those funds on hand to take on the project.

This building will continue to need repairs, the large cantilevered overhang is something special that building designers do not use because of the added weight on the rafters/ truss ends. Engineered beams and or steel trusses are being used more and more on these roof structures, which is why the replacement prices are so high.

We will come back with options and prices.

OTHER DISCUSSION/MOTIONS.

Motion made by LaDuex, seconded by Bratton to adjourn. Yeas: All. The mayor declared the meeting adjourned at 8:09 p.m.

/s/ Tammy Seamands
Tammy Seamands, City Clerk



October 5, 2022

Bret Glendening, Deputy City Manager
 City of Osawatomie, Kansas
 439 Main Street
 Osawatomie, KS 66064

Re: 20-1414L - Osawatomie WWTP Improvements

-----Invoice for Consulting Services-----

This invoice is for services which were performed during the month of **September** as follows:

Engineering Services:

<u>Task</u>	<u>Lump Sum Amount</u>	<u>Completion Progress</u>	<u>Total</u>
1. Preliminary Design Phase	\$117,000.00	100.0%	\$117,000.00
2. Final Design Phase*	\$92,000.00	100.0%	\$92,000.00
3. Bidding and Negotiating Phase	\$20,000.00	100.0%	\$20,000.00
4. Approvals and Permitting	\$15,000.00	100.0%	\$15,000.00
5. Construction Substantial Completion	\$5,000.00	0.0%	\$0.00
*Updated, refer to Contract Amendment 01			
		Subtotal Amount Due:	\$0.00
		Total Completed to date:	\$244,000.00
		Prior Billings to Date:	\$244,000.00

Resident Project Observation

Contract Amount	\$	234,000.00	
Work Completed to Date	\$	53,141.96	23%
Work Previously Billed	\$	36,314.96	
Subtotal		\$16,827.00	

Additional Services

Contract Amount	\$	5,000.00	
Work Completed to Date	\$	5,000.00	100%
Work Previously Billed	\$	5,000.00	
Subtotal		\$0.00	
		Total Amount Due:	\$16,827.00

Sincerely,

BG CONSULTANTS, INC.

Paul Owings, P.E.
 Project Engineer

Construction Administration and Observation

Position	Hours/Miles/Units	Hourly Rate	Total Cost
Principal		\$ 222.00	\$ -
Project Engineer 4	8.5	\$ 177.00	\$ 1,504.50
Project Engineer 3	52.5	\$ 167.00	\$ 8,767.50
Project Engineer 1		\$ 135.00	\$ -
Design Engineer		\$ 128.00	\$ -
Architect		\$ 185.00	\$ -
Design Architect		\$ 117.00	\$ -
Technician II		\$ 99.50	\$ -
Senior Construction Observer		\$ 140.00	\$ -
Certified Construction Observer	57.5	\$ 114.00	\$ 6,555.00
Drexel Planroom Expense		\$ 201.56	\$ -
Mileage		\$ 0.58	\$ -
Total			\$ 16,827.00

Additional Services

Position	Hours	Hourly Rate	Total Cost
Principal		\$ 222.00	\$ -
Project Engineer 4		\$ 177.00	\$ -
Project Engineer 3		\$ 167.00	\$ -
Project Engineer 1		\$ 135.00	\$ -
Architect		\$ 185.00	\$ -
Design Architect		\$ 117.00	\$ -
Technician II		\$ 99.50	\$ -
Senior Construction Observer		\$ 140.00	\$ -
Certified Construction Observer		\$ 114.00	\$ -
Mileage		\$ 0.58	\$ -
Total			\$ -

Notes:

Prepared for construction phase services.

* *by email only* *

City of Osawatome
 Attn: Bret Glendening, Deputy City Manager
 439 Main Street
 Osawatome, KS 66064

October 4, 2022

INVOICE #6

Re: 2023 Osawatome WTP Improvements
 Osawatome, Kansas

BG Project No. 22-1194L

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of September 2022 as follows:

	Lump Sum	% Complete	
	Amount	Progress	Subtotal
Basic Services			
Preliminary Design.....	\$ 1,015,300.00	26.50%	\$ 269,054.50
Final Design.....	\$ 835,700.00	0.00%	\$ -
Bidding.....	\$ 25,000.00	0.00%	\$ -
Construction Phase.....	\$ 532,500.00	0.00%	\$ -
Post-Construction.....	\$ 7,500.00	0.00%	\$ -
		Subtotal #1 =	\$ 269,054.50

Resident Project Representative (RPR)

RPR Services (Not to Exceed).....	\$ 980,000.00		
Engineer IV.....	0.0 hrs @ \$ 144.00 /hr	\$	-
Engineer II.....	0.0 hrs @ \$ 130.00 /hr	\$	-
Senior Construction Observer.....	0.0 hrs @ \$ 120.00 /hr	\$	-
Certified Construction Observer.....	0.0 hrs @ \$ 103.00 /hr	\$	-
		Subtotal #2 =	\$ -

Total Construction Observation Services Billed Thru this Invoice..... \$ -
 Contract Value of Construction Observation Services Remaining..... \$ 980,000.00

Total Amount of Services Complete (Subtotals #1 + #2).....	\$ 269,054.50
Less Previous Amount Billed (Thru Invoices: #5).....	\$ 193,922.30
Total Amount Owed this Invoice.....	\$ 75,132.20
Plus Previous Invoices Unpaid (<i>none</i>).....	\$ -
Total Amount Owed to Date.....	\$ 75,132.20

TOTAL AMOUNT DUE THIS INVOICE **\$ 75,132.20**

For questions, please contact me at 785-749-4474 or paul.owings@bgcons.com.

Sincerely,



Paul Owings, P.E.
 Project Manager

* *by email only* *

City of Osawatomie
 Attn: Bret Glendening, Deputy City Manager
 439 Main Street
 Osawatomie, KS 66064

October 4, 2022

INVOICE #3

Re: 2023 Osawatomie Water Distribution Improvements
 Osawatomie, Kansas

BG Project No. 22-1195L

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of September 2022 as follows:

	Lump Sum	% Complete	
	Amount	Progress	Subtotal
Basic Services			
Preliminary Design.....	\$ 613,800.00	22.40%	\$ 137,491.20
Final Design.....	\$ 502,200.00	0.00%	\$ -
Bidding.....	\$ 40,000.00	0.00%	\$ -
Construction Phase.....	\$ 229,000.00	0.00%	\$ -
Post-Construction.....	\$ 15,000.00	0.00%	\$ -
		Subtotal #1 =	\$ 137,491.20

Resident Project Representative (RPR)

RPR Services (Not to Exceed).....	\$ 974,000.00		
Engineer IV.....	0.0 hrs @ \$ 144.00 /hr	\$	-
Engineer II.....	0.0 hrs @ \$ 130.00 /hr	\$	-
Senior Construction Observer.....	0.0 hrs @ \$ 120.00 /hr	\$	-
Certified Construction Observer.....	0.0 hrs @ \$ 103.00 /hr	\$	-
		Subtotal #2 =	\$ -

Total Construction Observation Services Billed Thru this Invoice..... \$ -
 Contract Value of Construction Observation Services Remaining..... \$ 974,000.00

Total Amount of Services Complete (Subtotals #1 + #2).....	\$ 137,491.20
Less Previous Amount Billed (Thru Invoices: #2).....	\$ 64,449.00
Total Amount Owed this Invoice.....	\$ 73,042.20
Plus Previous Invoices Unpaid (<i>none</i>).....	\$ -
Total Amount Owed to Date.....	\$ 73,042.20

TOTAL AMOUNT DUE THIS INVOICE **\$ 73,042.20**

For questions, please contact me at 785-749-4474 or paul.owings@bgcons.com.

Sincerely,



Paul Owings, P.E.
 Project Manager

* **by email only** *

City of Osawatomie
 Attn: Bret Glendening, Deputy City Manager
 439 Main Street
 Osawatomie, KS 66064

October 6, 2022

INVOICE #8

Re: Brown Street Improvements (16th to 18th Street) BG Project No. 22-1139L
 Main Street Terrace (18th Street to 16th Street) / Walnut Avenue (6th Street to 4th Street)
 18th Street (Main Street to Brown Avenue) / Brown Avenue (12th Street to 7th Street)
 6th Street (Lincoln Avenue to Kelly Avenue)
 Osawatomie, Kansas

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of September 2022 as follows:

<u>Design Phase Services</u>	Lump Sum Amount	% Complete Progress	Subtotal
Design, Bid, and Const. Eng. Services (Lump Sum Fee).....	\$ 760,500.00	44.60%	\$ 339,183.00
		Subtotal #1 =	\$ 339,183.00
Contract Value of Design Phase Services Remaining.....			\$ 421,317.00

<u>Construction Observation</u>			
Observation Services (Not to Exceed).....	\$ 120,000.00		
Principal II.....	0.0 hrs @ \$	226.00 /hr	\$ -
Engineer IV.....	0.0 hrs @ \$	144.00 /hr	\$ -
Engineer II.....	0.0 hrs @ \$	130.00 /hr	\$ -
Engineer I.....	0.0 hrs @ \$	111.00 /hr	\$ -
Senior Construction Observer.....	0.0 hrs @ \$	120.00 /hr	\$ -
Certified Construction Observer.....	0.0 hrs @ \$	103.00 /hr	\$ -
		Subtotal #2 =	\$ -
Total Construction Observation Services Billed Thru this Invoice.....			\$ -
Contract Value of Construction Observation Services Remaining.....			\$ 120,000.00

<u>Reimbursable Expenses</u>	
None this month.....	\$ -
	Subtotal #3 = \$ -

Total Amount of Services Complete (Subtotals #1 + #2 + #3).....	\$ 339,183.00
Less Previous Amount Billed (Thru Invoices: #7).....	\$ 296,595.00
Total Amount Owed this Invoice.....	\$ 42,588.00
Plus Previous Invoices Unpaid (<i>none</i>).....	\$ -
Total Amount Owed to Date.....	\$ 42,588.00

TOTAL AMOUNT DUE THIS INVOICE	\$ 42,588.00
--------------------------------------	---------------------

For questions, please contact me at 785-749-4474 or diane.rosebaugh@bgcons.com.

Sincerely,



Diane Rosebaugh, P.E.
 Project Manager | Associate Principal

* **by email only** *

City of Osawatomie
 Attn: Bret Glendening, Deputy City Manager
 439 Main Street
 Osawatomie, KS 66064

September 6, 2022

INVOICE #8

Re: Brown Street Improvements (16th to 18th Street)
 Osawatomie, Kansas

BG Project No. 22-1115L

-----**Invoice for Consulting Services**-----

This Invoice is for services performed during the month of August 2022 as follows:

<u>Design Phase Services</u>	Lump Sum Amount	% Complete Progress	Subtotal
Design, Bid, and Const. Eng. Services (Lump Sum Fee)...	\$ 15,000.00	100.00%	\$ 15,000.00
		Subtotal #1 =	\$ 15,000.00

<u>Construction Observation</u>			
Observation Services (Not to Exceed).....	\$ 34,200.00		
Principal II.....	0.0 hrs @ \$	226.00 /hr	\$ -
Intern Engineer I.....	0.0 hrs @ \$	105.00 /hr	\$ -
Technician III.....	0.0 hrs @ \$	115.00 /hr	\$ -
Technician I.....	0.0 hrs @ \$	65.00 /hr	\$ -
Senior Construction Observer.....	4.5 hrs @ \$	120.00 /hr	\$ 540.00
Construction Observer.....	47.0 hrs @ \$	103.00 /hr	\$ 4,841.00
		Subtotal #2 =	\$ 5,381.00
Total Construction Observation Services Billed Thru this Invoice....			\$ 5,381.00
Contract Value of Construction Observation Services Remaining...			\$ 28,819.00

<u>Reimbursable Expenses</u>	
None this month.....	\$ -
	Subtotal #3 = \$ -

Total Amount of Services Complete (Subtotals #1 + #2 + #3).....	\$ 20,381.00
Less Previous Amount Billed (Thru Invoices: #7).....	\$ 15,000.00
Total Amount Owed this Invoice.....	\$ 5,381.00
Plus Previous Invoices Unpaid (<i>none</i>).....	\$ -
Total Amount Owed to Date.....	\$ 5,381.00

TOTAL AMOUNT DUE THIS INVOICE	\$ 5,381.00
--------------------------------------	--------------------

For questions, please contact me at 785-749-4474 or diane.rosebaugh@bgcons.com.

Sincerely,



Diane Rosebaugh, P.E.
 Project Manager | Associate Principal



MCANANY CONSTRUCTION

Invoice

15320 Midland Drive
Shawnee, KS 66217

Phone: (913) 631-5440
Fax: (913) 631-7043

Invoice Number
3913
Invoice Date
9/30/2022

Bill To: City of Osawatome
439 Main Street

Re: Osawatome Asphalt Resurfacing

Osawatome, KS 66064

Job No	Customer Job No	Customer PO	Payment Terms	Due Date	
2084			Net 30 Days	10/30/2022	
ID	Description	Quantity	U/M	Rate/Unit	Price
	See attached	1.00	LS	183,338.00	183,338.00

Invoice Total: 183,338.00

Retainage: 0.00

Total Amount Due: 183,338.00

All applicable sales taxes included

Thank you for your business!

Western Consultants

PO Box 187
 Lawrence, KS 66044
 816.805.9183

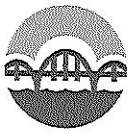
Date: 7/1/22 – 9/30/22

Bill To: City of Osawatomi
439 Main St
Osawatomi, KS 66064

For: Wastewater Treatment Plant Improvements
CDBG 21-PF-027

DESCRIPTION	AMOUNT
Correspondence with contractor regarding start work and payrolls Prepared and submitted 6/30 QRP Prep for 9/30 QRP File Updates Bookkeeping updates Received first three working weeks of PRS – initial review Misc. tasks 21 hrs @ \$125.50 per hour	\$2,635.50
TOTAL	\$2,635.50

***Please make check payable to Western Consultants**



Osawatomie

KANSAS
439 Main Street | P.O. Box 37
Osawatomie, KS 66064
(913) 755-2146

SPECIAL EVENT PERMIT APPLICATION

Office Use Only
Date Record

Submitted _____

Tourism Approved _____

Council Approved _____

1. NAME OF APPLICANT AND/OR ORGANIZATION
Kari Bradley - Chamber of Commerce

2. EVENT CONTACT INFORMATION INCLUDING PHONE NO., ADDRESS, AND EMAIL
chamber@osawatomiechamber.org

3. TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR (DESCRIBE YOUR EVENT)
Downtown Parade - Spook Parade

4. ROAD CLOSURES YES NO
LOCATION AND TIMING OF BARRICADES
10/31/22- Main St from 4th to RR - 3:45-6:30pm

5. LOCATION OR ADDRESS OF SPECIAL EVENT
Main Street, Downtown Osawatomie

6. DATE(S) AND TIME(S) FOR PERMIT, INCLUDING SET UP AND TEAR DOWN
October 31st, 2022 - 3:30pm to Finish (Approx. Three Hours)

7. ENTRY TO EVENT: FEE YES NO
PUBLIC OR PRIVATE

8. TRAFFIC OR POLICE ASSISTANCE REQUESTED? YES NO
IF YES, TIMEFRAME AND NUMBER OF OFFICERS REQUESTED
3:00pm to Finish, Minimum of 2 Officers

9. # OF EXPECTED ATTENDEES:
750

10. WILL ALCOHOL OR CMB FOR PERSONAL CONSUMPTION BE ALLOWED AT THE EVENT? YES NO
WILL CMB BE SOLD AT THE EVENT? YES NO
WILL THERE BE AN ENTRY FEE TO THE AREA WHERE CMB IS PROVIDED BY A THIRD PARTY? YES NO
IF YES TO ANY OF THE ABOVE, APPLICANT DATE OF BIRTH IS REQUIRED _____

11. APPLICANT AGREES TO ABIDE BY ANY RULES OF CONDUCT AND OPERATIONS POLICIES FOR THE DURATION OF THEIR EVENT, OR RISKS PENALTY AND FORFEITURE OF ANY DEPOSITS YES NO

12. IS THERE LIABILITY INSURANCE COVERAGE FOR THE EVENT YES NO
IF YES, NAME OF INSURANCE COMPANY, AGENT _____
AMOUNT OF COVERAGE: _____

STATEMENT OF APPLICANT
I HAVE REVIEWED THIS APPLICATION COMPLETELY AND EVERYTHING CONTAINED HEREIN IS TRUE AND CORRECT. I AGREE TO HOLD THE CITY OF OSAWATOMIE HARMLESS FROM AND AGAINST ANY LOSS, COST OR DAMAGE OF ANY NATURE ARISING OUT OF ANY ACTION OR CLAIM AGAINST THE CITY OF OSAWATOMIE OR ITS EMPLOYEES, IN CONNECTION WITH THE EVENT. I ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF ALL ORDINANCES AND ATTACHMENTS AND I FULLY UNDERSTAND THAT I WILL BE HELD RESPONSIBLE FOR ANY VIOLATIONS OF STATE LAWS, CITY OF OSAWATOMIE ORDINANCES, AND ANY RESTRICTIONS OR REQUIREMENTS ASSOCIATED WITH THIS PERMIT AT THE LOCATION AND TIME SPECIFIED ON THIS PERMIT.

SIGNATURE Kari Bradley DATE 10/7/2022

PERMIT APPLICATION: APPROVED _____ DENIED _____
DECISION BY: _____ DATE OF DECISION: _____

COMMENTS: _____



PROCLAMATION

ISSUED BY THE MAYOR AND CITY COUNCIL

WHEREAS, the month of October has been recognized as National Arts and Humanities Month by thousands of arts and cultural organizations, communities, and states across the country, as well as by the White House and Congress for more than two decades; and

WHEREAS, the arts and humanities embody much of the accumulated wisdom, intellect, and imagination of humankind; and

WHEREAS, the arts and humanities enhance and enrich the lives of every American; and

WHEREAS, the arts and humanities play a unique role in the lives of our families, our communities, and our country; and

WHEREAS, the arts industry also strengthens our local economy by encouraging tourism and community engagement and increasing our community's pull factor by highlighting our unique cultural offerings.

NOW, THEREFORE, BE IT RESOLVED, that I, Nick Hampson, Mayor of City of Osawatomie, do hereby proclaim October 2022 as

NATIONAL ARTS AND HUMANITIES MONTH

and call upon our citizens to celebrate and promote the arts and culture in our community and to specifically encourage those citizens to take action for the arts and humanities in our hometown and in our state.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Osawatomie, Kansas, to be affixed this 13th day of October, 2022.

Nick Hampson, Mayor
City of Osawatomie



ACTION ITEM SUMMARY	Item Number:	10.B.
Transformer Purchase	Date:	September 26, 2022
Director of Utilities	From:	Terry Upshaw

RE: Resolution 1053 – A Resolution awarding bid for solar array transformers.

RECOMMENDATION: Approve Resolution 1053 – Authorizing the purchase of the transformers.

DETAILS: The city’s commitment for the solar array that we just signed the PPA for is to provide the transformers and any support steel, disconnect switches and breakers to get the power produced from the facility into the city of Osawatomie’s distribution system. We requested bids from our normal transformer suppliers and received two quotes. One bid is from Midwest Electric Transformer Services and is for new transformers, 1 - 5000 kVA transformer in the amount of: \$241,345 or 2 - 2500 kVA transformers at a price of \$109,415/ea. These transformers will come with a one-year warranty and have lead times of 48-50 weeks ARO or 39-41 weeks ARO. Freight is included in these prices. Price is valid for 15 days.

The second quote we received was from Jerry’s Electric, Inc. and is for 2 - 2500 kVA remanufactured transformers at a cost of \$67,250/ea (total \$134,500). Lead time is 54-58 weeks. These transformers come with a 3-year warranty, freight is included in the price and the price is valid for 30 days.

RESOLUTION NO. 1053

**A RESOLUTION AUTHORIZING THE PURCHASE OF
TRANSFORMERS FOR THE OSAWATOMIE ELECTRIC UTILITY**

WHEREAS, the City of Osawatomie, Kansas, owns and operates an electric generation and distribution utility; and

WHEREAS, the City Council approved a power purchase agreement with Evergy to purchase the kWh generated from a 5MW solar array to be erected on city owned land; and

WHEREAS, the city has committed to provide the substation to get the power generated from the solar array onto the city's distribution system; and

WHEREAS, the city has requested proposals for the supply of the transformers to support the solar array.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Osawatomie, Kansas, that the City Council hereby authorizes the purchase of two remanufactured transformers totaling \$134,500 from the Jerry's Electric, paid for in part from the electric distribution operating budget for 2023 and the CIP – Electric Fund.

PASSED AND ADOPTED by the Governing Body of the City of Osawatomie, Kansas this 13th day of October, 2022, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

(SEAL)

Nick Hampson, Mayor

Tammy Seamands, City Clerk



September 20, 2022
Quote Number: 2056

City of Osawatomie
Terry Upshaw
Osawatomie, Kansas

Midwest Electric Transformer Services is pleased to offer the following quotation for your consideration:

Qty: 2) 2500 KVA Three Phase Padmount Transformers **Price: \$109,415.00 each**
Primary Voltage: 12470 Delta (95 KV BIL)
Secondary Voltage: 480Y/277 (30 KV BIL)
60 Hz, 65 °C Rise, ONAN, Standard Impedance
Dead Front, Loop Feed
6) Well and 15 KV (200 Amp) Insert HV Bushings
4)10-Hole Spade LV Bushings
Bayonet Fusing
Non-PCB Mineral Oil
Padmount Green Paint
Shipment: 39-41 Weeks ARO

Qty: 1) 5000 KVA Three Phase Padmount Transformer **Price: \$241,345.00 each**
Primary Voltage: 12470 Delta (95 KV BIL)
Secondary Voltage: 480Y/277 (30 KV BIL)
60 Hz, 65 °C Rise, ONAN, Standard Impedance
Dead Front, Loop Feed
6) Well and 15 KV (200 Amp) Insert HV Bushings
4)10-Hole Spade LV Bushings
Non-PCB Mineral Oil
Padmount Green Paint
Shipment: 48-50 Weeks ARO

Warranty: 1 Year
FOB: Freight Allowed to Kansas
Terms: Net 30 Days with prior approved credit.
~Pricing valid for 15 days.

If you have any questions or if you need anything additional regarding this quote, please call me at 785-577-5475.

Thank you,

Reed Hammond – Manager
Midwest Electric Transformer Services
785-577-5475
reed@midwesttransformer.com

JERRY'S ELECTRIC, INC

September 15, 2022

Ph: 913-731-1269

City of Osawatomic
P.O. Box 37
Osawatomic KS, 66064

Attention: Terry Upshaw

Jerry's Electric is pleased to quote the following price to you for remanufactured three phase oil-filled pad mount transformers:

Primary voltage: 12470 Delta
Taps: ?
Dead front (with wells & 15 kv 200amp inserts)
Loop Feed
Bayonet fusing
Secondary voltage: 480y/277
LV spades
Gauges, oil level, Temp
Pressure relief valve
Drain valve w/sampler

2) 2500 KVA @ \$ 67,250.00 each Total: \$ 134,500.00

Ready to ship in 54--58 weeks after receipt of purchase order. Sooner if production allows.
Availability of copper may play a factor in lead time and price
Freight Included to Osawatomic KS
Freight is based on all units quoted if fewer units are purchased freight may be recalculated
Outside shipping paid by end user

Prices are quoted for acceptance within 30 days.
Quotation is based on current inventory, subject to change without notice.

The transformer will be filled with **New Transformer Oil**. The transformer will carry our standard **Three Year Warranty** from the date of delivery.

Respectfully,

Chuck Leeds,

Sales Representative
Jerry's Electric, Inc.

**P.O. Box 209 - Colman, SD - 57017-0209 - Ph. 800-843-9834 - Fax 605-534-3518
E-mail: cleeds@jerryselectric.com - Website: www.jerryselectric.com**



ACTION ITEM SUMMARY	Item Number:	10.C.
KP&F Authorization	Date:	September 26, 2022
Deputy City Manager	From:	Bret Glendening

RE: Resolution 1054 – A Resolution formalizing Osawatomie’s participation in KP&F.

RECOMMENDATION: Approve Resolution 1054 – Transferring OPD from KPERS to KP&F.

DETAILS: During budget deliberations for the 2023 fiscal year, staff presented a way by which the city could move current (and future) members of the Osawatomie Police Department out of KPERS and into the KP&F retirement system. The need to do this was documented in the resolutions leading up to the adoption of the 2023 budget on August 25, 2022.

All that needs to occur at this point is for the council to formally adopt a resolution that authorizes the migration of these employees of the City of Osawatomie from their current KPERS plan(s) to KP&F.

CITY OF OSAWATOMIE, KANSAS

RESOLUTION NO. 1054

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF OSAWATOMIE
FORMALIZING THE CITY'S DESIRE TO PARTICIPATE IN KP&F FOR THE CITY'S
ELIGIBLE LAW ENFORCEMENT EMPLOYEES**

WHEREAS, as part of the 2023 Budget process, city staff presented a way in which to move our eligible law enforcement personnel out of KPERS and into KP&F; and

WHEREAS, the governing body unanimously supported this move by the adoption of the 2023 budget which set aside funds to pay the employer's portion of the cost of KP&F; and

WHEREAS, the governing body has determined that in the interest of attracting and retaining qualified employees in addition to encouraging employee savings for retirement, it wishes to transfer its eligible employees from KPERS to KP&F; and

WHEREAS, it is the desire of the governing body to become a participating employer in KP&F effective January 1, 2023.

NOW, THEREFORE, be it resolved by the Governing Body of the City of Osawatomie, that:

SECTION 1. As a participating employer in the Kansas Public Employee Retirement System, the Governing Body hereby makes application in accordance with K.S.A. 74-4954(1) and (2) to become a participating employer in the Kansas Police and Firemen's Retirement System and to provide for the inclusion of all eligible current, and future law enforcement employees under KP&F.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 13th day of October, 2022, a majority voting in favor of.

APPROVED and signed by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	
Resolution 1055	Date:	October 13, 2022
Director of Community Development	From:	Ed Beaudry

RE: Accepting Bids for City Hall Roof Repair and Coating

RECOMMENDATION: Osawatomie City Council accept the bid from Hensley Coating.

DETAILS: City staff requested bids from 4 roofing companies for the repair and recoating of the City Hall and Auditorium roofs.

City staff received two bids from the request. The bids were as follows:

1. Hensley Coating \$95,373.70
2. Cordray Roofing \$98,800.00
3. Keaton Construction- NO BID
4. Roofing Force- NO BID

COUNCIL ACTION NEEDED: Discuss and Consider and provide city staff with direction.

STAFF RECOMMENDATION: Accept the bid from Hensley Coating.

RESOLUTION NO. 1055

BY THE CITY OF OSAWATOMIE, KANSAS

A RESOLUTION OF THE CITY COUNCIL OF OSAWATOMIE, KANSAS, ACCEPTING THE BID FROM HENSLEY COATING FOR THE REMOVAL AND REPAIR OF THE ROOF AT CITY HALL AND THE CITY AUDITORIUM.

WHEREAS, city staff requested bids from 4 roofing companies for the removal and repair of the roof; and

WHEREAS, city staff received two bids, a bid from Cordray Roofing \$98,000.00 and a bid from Hensley Coating \$95,373.00; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE, KANSAS:

SECTION ONE: The City Council directs staff to prepare a contract with Hensley Coating for the removal and repair of the roof at City Hall and the Auditorium.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 13th day of October, 2022, a majority voting in favor of.

APPROVED and signed by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk

439 Main Street
P.O. Box 37
Osawatomie, KS 66064



913 755 2146 (p)
913 755 4146 (f)
info@osawatomieks.org

09/15/2022

City Hall Roof;

Per your instructions, I requested bids from 4 roofing companies.

1. Cordray roofing, Bid \$98,800.00
2. Hensley Coating, Bid for City Hall \$19,526.50, Auditorium \$ 75,847.20 Total \$95,373.70
3. Keaton Construction, No Bid
4. Roofing Force, No Bid

Attached are the quotes I received,
and pictures I have received from the Deputy Chief Bradshaw with the use of the PD drone.

Ed Beaudry
Director of Community Development
Chief Building Official
City of Osawatomie
ebeaudry@osawatomieks.org
913-755-2146 x102

Cordray Roofing LLC

105 S Sycamore St
Gardner, KS 66030
+1 9138567663



ADDRESS
City Of Osawatomie
820 Lincoln Ave. Osawatomie Ks

ESTIMATE 9673
DATE 09/13/2022

SALES REP
Ryan Beckman

ACTIVITY	QUANTITY	RATE	AMOUNT
Roof repair Repair outer 10' of each side of auditorium	26	600.00	15,600.00
Roof Reseal entire roof	190	380.00	72,200.00
Roof Repair Repair other bubble spots on the roof	1	11,000.00	11,000.00
Roof warranty Manufacture warranty on materials - 10 year workmanship warranty	1	0.00	0.00

Class A licensed contractor # 2020-8853
KS Registration # 13-118257

TOTAL

\$98,800.00

Accepted By

Accepted Date

HENSLEY COATING *inc.*

Conklin Master Contractor

SPECIALIZING IN COMMERCIAL AND INDUSTRIAL ROOFING.

31899 Somerset Road

Paola, KS 66071

913-294-2550 ph 913-594-0434 cell



PROPOSAL SUBMITTED TO City of Osawatomie KS	PHONE FAX	DATE 08-25--2022
STREET 509 5th Street	JOB NAME City Hall/Auditorium Reroof	
CITY, STATE, ZIP Osawatomie, KS 66064	OFFICE LOCATION Osawatomie, KS 66064	
CONTRACTOR: Dan Hensley	ROOF SYSTEM: Foam recoat system	

We hereby submit specifications and estimates for.

Foam Roof Recoat and repairs. (City Hall)

1. Pressure wash and prepare remainder of the foam roof.
2. Apply primer to the roof surface.
3. Remove and replace with new foam the delaminated areas.
4. Add additional foam to aid in drainage on the roof.
5. Apply Benchmark base coat to the foam.
6. Complete all flashing details.
7. Apply Benchmark white topcoat for final application.
8. Issue 12-material warranty
9. Issue 5-year labor warranty.

We Propose hereby to furnish material and labor complete in accordance with above specifications, for the sum of:
Nineteen Thousand Five Hundred Twenty-Six Dollars and 50/100(\$ 19,526.50)

Payment to be made as follows: Payment terms to be determine at contract agreement. ½ due 10 days prior to target start date of the roof work, \$ _____
. The balance at the completion of the job \$ _____, If the balance is not paid within 10 days, 1.5% interest will be added monthly until paid, and all collection cost will be added to the amount. Checks should be made payable to HENSLEY COATING INCORPORATED. -

All material is guaranteed to be as specified. All work to be completed according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. Not responsible for water damage before or during project. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature _____
Dan Hensley

NOTE: This proposal may be withdrawn by us if not accepted with 30 days.

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to complete the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

HENSLEY COATING *inc.*

Conklin Master Contractor

SPECIALIZING IN COMMERCIAL AND INDUSTRIAL ROOFING.

31899 Somerset Road

Paola, KS 66071

913-294-2550 ph 913-594-0434 cell



PROPOSAL SUBMITTED TO City of Osawatomie KS		PHONE FAX	DATE 08-25--2022
STREET 509 5th Street		JOB NAME City Hall/Auditorium Reroof	
CITY, STATE, ZIP Osawatomie, KS 66064		LOCATION Osawatomie, KS 66064	
CONTRACTOR: Dan Hensley	ROOF SYSTEM: Foam recoat system		

We hereby submit specifications and estimates for.

Foam Roof Recoat and repairs. (Auditorium)

1. Remove damaged foam at the east and west valleys
2. Inspect decking and roof drains.
3. Install new foam to the deck and add valley crickets to drain to internal drains.
4. Pressure wash and prepare remainder of the foam roof.
5. Apply primer to the roof surface.
6. Remove and replace with new foam the delaminated areas.
7. Apply Benchmark base coat to the foam.
8. Complete all flashing details.
9. Apply Benchmark white topcoat for final application.
10. Issue 12-material warranty
11. Issue 5-year labor warranty.

We Propose hereby to furnish material and labor complete in accordance with above specifications, for the sum of:
Seventy-Five Thousand Eight Hundred Forty-Seven Dollars and 20/100(\$ 75,847.20)

Payment to be made as follows: Payment terms to be determine at contract agreement. ½ due 10 days prior to target start date of the roof work, \$ _____
 . The balance at the completion of the job \$ _____, If the balance is not paid within 10 days, 1.5% interest will be added monthly until paid, and all collection cost will be added to the amount. Checks should be made payable to HENSLEY COATING INCORPORATED. -

All material is guaranteed to be as specified. All work to be completed according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. Not responsible for water damage before or during project. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature _____
 Dan Hensley

NOTE: This proposal may be withdrawn by us if not accepted with 30 days.

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to complete the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____





ACTION ITEM SUMMARY	Item Number:	10.E.
	Date:	October 13, 2022
Director of Community Development	From:	Ed Beaudry

RE: Authorization of change order to the Memorial Hall construction Project

RECOMMENDATION: That the City Council approve the change order.

DETAILS:

During the demolition of the soffit and proscenium at Memorial Hall it was decided that the proscenium was indeed part of the original construction. This was unknown by bidders and staff. The proscenium was in such bad shape that it fell apart during the demolition with little help from the contractors. The reconstruction of the proscenium will cost \$31,300.00. The contractor will reconstruct the proscenium to its original appearance.

This portion of the job was not part of the original \$118,400.00 bid.

Related Statute / City Ordinances	N/A
Line Item Code/Description	N/A
Available Budget:	

RESOLUTION NO. 1056

**A RESOLUTION AUTHORIZING A CHANGE ORDER TO THE
MEMORIAL HALL CONSTRUCTION CONTRACT**

WHEREAS, the City of Osawatomie entered into a contract with Wright Construction on August 12, 2022 for the repair and replacement of the roof, soffit and fascia, to also include the removal of the proscenium; and

WHEREAS, the original cost of that contract was \$118,400.00; and

WHEREAS, during demolition of the proscenium portion of the project it was determined that the proscenium was part of the original construction; and

WHEREAS, the cost of replacing the proscenium is \$31,300.00

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE, KANSAS:

SECTION ONE: The city council authorizes the change order to include the reconstruction of the proscenium.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas this 13th day of October 2022, a majority being in favor thereof.

APPROVED AND SIGNED by the Mayor.

Nick Hampson, Mayor

(SEAL)

ATTEST:

Tammy Seamands, City Clerk



ACTION ITEM SUMMARY	Item Number:	10.G
	Date:	October 13, 2022
Director of Community Development	From:	Ed Beaudry

RE: Resolution 1058 A Resolution relating to updating the Neighborhood Revitalization Plan

RECOMMENDATION: That the City Council approve Resolution 1058 – A Resolution relating to updating the Neighborhood Revitalization Plan

DETAILS: It is important to provide the maximize Economic Development incentive by acting jointly with local public agencies. This Resolution directs city staff to undertake the steps required to update the Neighborhood Revitalization Plan.

Related Statute / City Ordinances	N/A
Line-Item Code/Description	N/A
Available Budget:	N/A

**RESOLUTION NO. 1058
BY THE CITY OF OSAWATOMIE, KANSAS
A RESOLUTION RELATING TO UPDATING THE NEIGHBORHOOD
REVITALIZATION PLAN.**

WHEREAS, the City of Osawatomie adopted the Neighborhood Revitalization Plan in 1999 to maximize Economic Development; and

WHEREAS, city staff have presented several resolutions amending the Neighborhood Revitalization plan ;and

WHEREAS, the city needs to prepare an update to the Neighborhood Revitalization Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE, KANSAS:

SECTION ONE: That the City Council directs the City Staff to undertake the following steps for the update of the Neighborhood Revitalization Plan, which shall include;

1. Prepare the findings of the city, (population, population age, number of homes, household income, new construction etc.;
2. Prepare a legal description of area in plan,
3. Assessed valuation,
4. Establish zoning classes,
5. Municipal services,
6. Real property eligible,
7. Criteria for eligibility
8. Content of application for rebate,
9. Procedure for applying for rebate,
10. Criteria to be used when considering merit of applications for rebate,
11. Maximum tax rebate, years of eligibility,
12. Duration of plan, continuation of rebates on qualified property,
13. Definitions,
14. Amendment or appeal,

These steps will be documented and presented in a public hearing to hear and consider public comment on the Neighborhood Revitalization Plan, as well as a presentation to the local agencies (USD 367 School District Board, Miami County Clerk, Appraisers Office, and Treasurers Office) amending the interlocal agreements to consider the Mutual Covenants contained in the amended plan.

PASSED AND APPROVED by the Governing Body of the City of Osawatomie, Kansas, this 13thth day of October, 2022, a majority voting in favor of.

APPROVED and signed by the Mayor.

(SEAL)

Nick Hampson, Mayor

ATTEST:

Tammy Seamands, City Clerk