

**OSAWATOMIE CITY COUNCIL**  
**WORK SESSION / MEETING AGENDA**  
**February 23, 2012**  
7:00 p.m., Memorial Hall

WORK SESSION

- A. Call to Order
- B. Roll Call
- C. Work Session Items
  - 1. Engineer and Project Updates by Brian Kingsley, BG Consulting
- D. Adjournment of Work Session

REGULAR MEETING – 7:30 p.m.

- E. Call to Order
- F. Roll Call
- G. Approval of Agenda
- H. Council Items
  - 1. Appointments to Miami County Airport Zoning Boards
  - 2. L&K Trash and Recycling Proposed Changes
- I. City Manager Updates
- J. Adjournment of Regular Meeting



## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** February 23, 2012

**AGENDA ITEM:** Sewer Plant Upgrades Discussion

**PRESENTER:** Brian Kingsley, P.E., BG Consulting

**ISSUE SUMMARY:** At the beginning of January, Bruce Hurt, Dennis Davey and I met with representatives from BG Consulting to go over some of the major repair issues we have at the plant. We need to replace our spiral screen and we are having advanced deterioration in our head works because of covering pits that were not designed to be covered. After looking at this, we really need to get on it right away. The current screen is dangerous to fix and the way it is configured, we really couldn't replace it with anything but a duplicate if it breaks down.

After the meeting, BG Consulting provided us with a game plan for upgrades to the plant and for doing some needed upgrades at the plant. Brian Kingsley will present this information during the work session. Attached is their memo concerning this pre-design work. We expect it to be under \$10,000.

We expect the total project to be \$400,000 to \$600,000 once designed. We will discuss funding options, but I have included a spreadsheet that shows how we could fund the project without rate increases, assuming a 15-year state revolving loan fund.

**COUNCIL ACTION NEEDED:** Review and discuss.

**STAFF RECOMMENDATION TO COUNCIL:** None. This is a work session item.



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## INFORMATIONAL MEMORANDUM

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**Project:** City of Osawatomie – WWTF Improvements

**Project Number:** 12-1022L

**Date:** January 18, 2012

**To:** Don Cawby, City of Osawatomie  
City Manager  
439 Main St, PO Box 37  
Osawatomie, KS 66064  
Via email: [citymanager@osawatomieks.org](mailto:citymanager@osawatomieks.org)

  
**From:** Thaniel Monaco, P.E.  
Principal  
4806 Vue Du Lac Place  
Manhattan, KS 66503

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This informational memorandum is being provided to update you and your staff on preliminary opinions of KDHE personnel in regards to potential improvements that were discussed during our site visit earlier this month.

### **Existing Permit & Future Requirements**

Our office discussed the overall components of the WWTF as well as those facilities that needed upgrades in the near future, i.e. headwork's. The initial question to KDHE was whether the City should initiate a full Facility Plan for the WWTF to address current and future (nutrient removal) needs for the facility now or simply address failing components separately.

The current NPDES permit has approximately 2.5 years term remaining. So when discussing with KDHE, we asked if it would be prudent to work on nutrient removal requirements at this time. Their response was that the City should evaluate the opportunity to optimize your existing process to be consistently below Total Nitrogen (TN) values of 8 mg/l and below Total Phosphorous (TP) values of 1.5 mg/l. However, these TN & TP values are only guidance at this time since they are not technically included within your existing permit. This optimization could include operational or equipment modifications but would need to be cost effective.

Now one issue that may require the City to move forward on a full-scale Facility Plan including a complete Nutrient Removal financial analysis would be if TN values were >8 mg/l for 50% of the annual samples or if the annual average of TN would be >8 mg/l. I don't believe that either of these would be the case with the City at this time but we have not reviewed all past sampling results available to date.

### **Headwork's Facilities**

Our staff discussed the current condition of the Headwork's Facilities and KDHE is very supportive of improvements being evaluated and upgrades completed if needed at this time.



### **Summary**

Our office would recommend that the following components be evaluated at this time:

- Current and future flow conditions – This will be more directed towards Headwork's sizing than process
- Headwork's alternatives available
- Process optimization alternatives – This would include an evaluation of past performance of the process and be focused on potential equipment and/or operational modifications that would allow the process to consistently meet the recommended TN & TP levels of 8 mg/l and 1.5 mg/l, respectively.
- Funding Mechanism Alternatives for any identified improvements required.

Please feel free to contact either Brian Kingsley or myself if you have any questions on this informational memorandum or if we can provide additional clarification.

We would propose to perform a Preliminary Engineering Report (PER) to address the above identified evaluation needs under the existing City Engineering Agreement on an hourly basis with costs ranging between \$8,000 and \$10,000. Our current estimate of time to complete the complete PER would be 10 weeks from approval. However, we understand the need to expedite the Headwork's alternatives and would propose that this portion of the PER could be completed within 4 weeks. That way, if an improvement is identified for the Headwork's we can provide that portion of the PER to KDHE for concurrence and move that forward on a more aggressive schedule towards completion as it would not be expected that the Headwork's improvements would affect the process optimization evaluation.

We would request that the City provide concurrence of our recommendations for the initial evaluations and our office will initiate the work as soon as approval is provided.

Thank you for the opportunity to assist the City in this important endeavor.

**Loan Projections for New Sewer Project**

		<u>Loan Amount</u>	<u>Int. Rate</u>	<u>Years</u>								
		600,000	2.74%	15								
<u>Year</u>	<u>Payment</u>				<u>Current Sewer Loan Payments</u>					<u>Proposed Loan Payments</u>		
		<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Balance</u>	<u>Loan 1314</u>	<u>Loan 1395</u>	<u>Payments</u>	<u>Annual</u>	<u>New Loan</u>	<u>New Pmt</u>	<u>Annual</u>
					600,000.00							
2013	1		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357		8,220.00	133,577.00	
	2		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357	250,714.00	8,220.00	133,577.00	267,154.00
2014	3		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357		8,220.00	133,577.00	
	4		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357	250,714.00	8,220.00	133,577.00	267,154.00
2015	5		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357		8,220.00	133,577.00	
	6		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357	250,714.00	8,220.00	133,577.00	267,154.00
2016	7		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357		8,220.00	133,577.00	
	8		(8,220.00)	(8,220.00)	600,000.00	50,065	75,293	125,357	250,714.00	8,220.00	133,577.00	267,154.00
2017	9	(23,553.87)	(8,220.00)	(31,773.87)	576,446.13		75,293	75,293		31,773.87	107,066.37	
	10	(23,876.56)	(7,897.31)	(31,773.87)	552,569.56		75,293	75,293	150,585.00	31,773.87	107,066.37	214,132.75
2018	11	(24,203.67)	(7,570.20)	(31,773.87)	528,365.89		75,293	75,293		31,773.87	107,066.37	
	12	(24,535.26)	(7,238.61)	(31,773.87)	503,830.63		75,293	75,293	150,585.00	31,773.87	107,066.37	214,132.75
2019	13	(24,871.39)	(6,902.48)	(31,773.87)	478,959.24		75,293	75,293		31,773.87	107,066.37	
	14	(25,212.13)	(6,561.74)	(31,773.87)	453,747.11		75,293	75,293	150,585.00	31,773.87	107,066.37	214,132.75
2020	15	(25,557.54)	(6,216.34)	(31,773.87)	428,189.57			-		31,773.87	31,773.87	
	16	(25,907.68)	(5,866.20)	(31,773.87)	402,281.89			-	-	31,773.87	31,773.87	63,547.75
2021	17	(26,262.61)	(5,511.26)	(31,773.87)	376,019.28			-		31,773.87	31,773.87	
	18	(26,622.41)	(5,151.46)	(31,773.87)	349,396.87			-	-	31,773.87	31,773.87	63,547.75
2022	19	(26,987.14)	(4,786.74)	(31,773.87)	322,409.73			-		31,773.87	31,773.87	
	20	(27,356.86)	(4,417.01)	(31,773.87)	295,052.87			-	-	31,773.87	31,773.87	63,547.75
2023	21	(27,731.65)	(4,042.22)	(31,773.87)	267,321.22			-		31,773.87	31,773.87	
	22	(28,111.57)	(3,662.30)	(31,773.87)	239,209.65			-	-	31,773.87	31,773.87	63,547.75
2024	23	(28,496.70)	(3,277.17)	(31,773.87)	210,712.95			-		31,773.87	31,773.87	
	24	(28,887.11)	(2,886.77)	(31,773.87)	181,825.84			-	-	31,773.87	31,773.87	63,547.75
2025	25	(29,282.86)	(2,491.01)	(31,773.87)	152,542.98			-		31,773.87	31,773.87	
	26	(29,684.03)	(2,089.84)	(31,773.87)	122,858.95			-	-	31,773.87	31,773.87	63,547.75
2026	27	(30,090.71)	(1,683.17)	(31,773.87)	92,768.24			-		31,773.87	31,773.87	
	28	(30,502.95)	(1,270.92)	(31,773.87)	62,265.29			-	-	31,773.87	31,773.87	63,547.75
2027	29	(30,920.84)	(853.03)	(31,773.87)	31,344.45			-		31,773.87	31,773.87	
	30	(31,344.45)	(429.42)	(31,773.87)	0.00			-	-	31,773.87	31,773.87	63,547.75



## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** February 23, 2012

**AGENDA ITEM:** **Miami County Airport Zoning Appointment**

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** The Federal Aviation Administration (FAA) is going through a new process to change height restrictions surrounding airports. In order for communities to continue to receive FAA funding for airport improvements (which are typically 9:1 funds), communities need to implement these new restrictions. As a part of this process, a zoning body and an appeals board is to be created to help decide zoning matters that come up concerning height restrictions because of the airport. Because a portion of the new restriction areas cover a portion of the city limits of Osawatome and Paola, the County thought it wise to allow a representative of each community to serve on this body. These bodies will be known as the Airport Airspace Protection Commission (AAPC) and the Airport Board of Appeals. This arrangement is similar to our Planning Commission and Board of Zoning Appeals.

As approved by the County Commission's resolution, the AAPC and Board of Appeals would be comprised of the Miami County Airport Advisory Board and the two additional appointments by Osawatome and Paola. I wouldn't expect this Board to meet very often, as there are very few buildings or structure which could create conflict with these height restrictions. However, the appointment needs to be made so it can act when needed.

**COUNCIL ACTION NEEDED:** Make an appointment to the Board.

**STAFF RECOMMENDATION TO COUNCIL:** Appoint Councilman John Klein to the Board.



## STAFF AGENDA MEMORANDUM

**DATE OF MEETING:** February 23, 2012

**AGENDA ITEM:** Trash and Recycling Services Proposed Changes

**PRESENTER:** Don Cawby, City Manager

**ISSUE SUMMARY:** At the end of January we were told by KDHE last week that we can't burn leaves or grass at the burn site. According to them, we never had permission in our permit. Because of complaints from a citizen, KDHE looked deeper into the issue and discovered this issue, one which I believe is an issue across the state. Upon hearing about this issue, we contacted L&K Services to discuss options and they set up a meeting with us and the City of Paola to discuss forestry waste issues. At that time they offered a yard waste pickup that would cost an additional \$3. We discussed many options as alternatives to this proposal where possibly Paola and Osawatomie could cooperate. Also, Jay Wieland and I asked L&K to see if they could come up with something different as well. Last week, Larry Smith of L&K came back to me with a proposal for addressing our yard waste issue. Here is the proposal:

- Change recycling to Mondays only for the whole town. They would like to do this April 1, even if we don't accept the rest of the proposal.
- Get rid of current bulky pickup and instead, allow one bulky item the first trash day or each month (would be set out on regular trash day)
- Run a 42-week per year, yard waste pickup (would probably occur on normal trash day).
- There would be no additional charge for adding yard waste pickup.
- Would only work if Paola agrees to it as well.

**COUNCIL ACTION NEEDED:** Review and discuss the proposal and make recommendations.

**STAFF RECOMMENDATION TO COUNCIL:** Make a specific recommendation on changing to one recycling day.



## Osawatomie Police Department

Monthly Report Jan 2012

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	<u>Current Month</u>	<u>Year to Date</u>
Escorts	6	6
Warrant attempts/arrests	30	30
Traffic Stops/investigation	64	64
Investigate Person	43	43
DUI	0	0
Non-Injury Accident	6	6
Injury Accident	3	3
Assist EMS	20	20
Fire	15	15
Fights	7	7
Prowler	0	0
Domestic Violence	3	3
911 Misdial	2	2
Animal at large	45	45
Animal Bite	4	4
Animal Missing	13	13
Animal Welfare	10	10
Assist Outside Agency	17	17
Bank Alarm	0	0
Burn Permit	84	84
Business Alarm	8	8
Burglary	3	3
Criminal Damage to Property	4	4
Child In need of Care	5	5
Carbon Monoxide Check	1	1
Civil Stand By	2	2
Citizen Complaint	77	77
Citizen Inquiry	78	78
City Services	13	13
Drug Cases	12	12
Disturbance	5	5
Deliver Message	3	3
Extra Patrol Request	5	5
Forgery	3	3





# Osawatomie Police Department

Monthly Report Jan 2012

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	<u>Current Month</u>	<u>Year to Date</u>
Fine Payment to Dispatch	14	14
Found Property	6	6
Finger Print (employment)	4	4
Gas Drive Off	2	2
HAZMAT	0	0
Loud Music Complaint	13	13
Murder	0	0
Motorist Assist	9	9
Medical Alarms	2	2
Missing Child	1	1
Missing Person	2	2
Open Door (Building Check)	3	3
Pedestrian Checks	1	1
Residential Alarms	0	0
Reckless Driver	0	0
Repossessions (notifications)	4	4
Runaway	0	0
Sexual Assault/Sex Crimes	1	1
Suspicious Activity	23	23
State Hospital Walk Away	1	1
Theft	24	24
Telephone Harassment	6	6
Unattended Death	0	0
Vehicle Lock Out	13	13
Violation of Protective Order	0	0
Verbal Dispute	0	0
Check Welfare	11	11
<b>Incidents cleared by Arrest</b>	<b>28</b>	<b>28</b>
<b>Total Citations Issued for the Month</b>	<b>54</b>	<b>54</b>
<b>Last incident # assigned in Jan. was 577. 577#s assigned</b>		



## Osawatomie Police Department

Monthly Report for Jan 2012

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### Miles driven (Patrol Units)

	<u>Miles</u>	<u>Mileage Total</u>
Unit 1 (Crown Victoria)	910	82557
Unit 4 (2007 Chevy Impala)	2466	86531
Unit 8 (2008 Crown Victoria)	1963	108397

### Misc. Notes

\* Statistics based on dispatch entries, not final investigation decisions.

\*\* Some duplication has been detected, error at this time believed to be less than 5% of total.

\*\*\* Includes nuisance issues addressed by phone w/o letters