

OSAWATOMIE CITY COUNCIL

AGENDA

July 26, 2018

6:30 p.m., Memorial Hall

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. July 26th Agenda
 - B. June 14th and June 28th Minutes
 - C. Payment – NMC Power Systems – Generator Automation Phase III - \$285,097.74
 - D. Payment – Edgecomb Flooring – City Hall Project - \$18,287.58
 - E. Payment–KS Heavy Construction, LLC– 7th & Main Turn Lane Intersection-\$131,536.50
 - F. Special Event Permit – Black Ties to Osawatomie
6. Comments from the Public
 - Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.*
7. Presentations & Proclamations
8. Public Hearings
9. Unfinished Business
10. New Business
 - A. Curb and Gutter Replacement on 10th Street in John Brown Park
 - B. 2019 Budget Overview
11. Council Report
12. Mayor's Report
13. City Manager & Staff Reports
14. Executive Session – Confidential Information of a Business
15. Other Discussion/Motions
16. Adjourn

BUDGET WORKSHOP – August 2, 2018

NEXT REGULAR MEETING – August 9, 2018

Osawatomie, Kansas. **June 14, 2018.** The Council Meeting was held in Memorial Hall. Council President Karen LaDuex called the meeting to order at 6:30 p.m. Council members present were Dickinson, Diehm, Hampson, Macek, Maichel, Walmann and Wright. Absent was Mayor Govea. City Staff present at the meeting were City Attorney Dick Wetzler, City Clerk Tammy Seamands, City Manager Don Cawby, Library Director Elizabeth Trigg, Public Works Director Blake Madden, Chief of Police Dave Ellis, Assistant Chief of Police Dave Stuteville, Golf Superintendent Eric Draper and Fire Chief Brian Love. Members of the public were Sam Howell, Drew Tarwater, Charity Keitel with Miami County Republic.

INVOCATION. Drew Tarwater, First Baptist Church

CONSENT AGENDA. Approval of June 14th Agenda ; May 10th & 24th Minutes ; Pay Application Final – Virginia Transformer – Substation Transformer - \$14,150.95 ; Certificate of Substantial Completion – Substation Transformer ; Pay Applications May 2018 – JEO Consulting – Generation Project - \$3,170.00 ; Pay Application May 2018 – BG consultants – Phase 2 Main Street - \$145 ; Pay Applications #3 – Kansas Heavy – Phase 2 Main Street - \$608,955.93 ; and Fireworks Permit – Moon’s Discount Fireworks. **Motion** made by Maichel, seconded by Hampson to Approve the Consent Agenda with the exception of the May 24th Minutes and the Fireworks Permit. Yeas: All. Councilman Walmann commented that the minutes showed he was both present and absent, he was absent for this meeting. Councilwoman LaDuex asked about Mr. Moon’s financial standing with the city. **Motion** made by Walmann, seconded by Hampson to Approve the May 24th Minutes with the change and Approve the Moon’s Discount Fireworks permit. Yeas: All.

COMMENTS FROM THE PUBLIC.

Drew Tarwater, First Baptist Church, mentioned they dedicated the veteran’s memorial building (clothes closet) to Jim Buchman. They have a mission team traveling to Guatemala in the next week. Vacation bible school will be July 16th – 20th.

PRESENTATIONS.

PROCLAMATION – BUSINESS APPRECIATION MONTH. Councilwoman LaDuex read the proclamation in full. **Motion** made by Dickinson, seconded by Diehm to Approve the Business Appreciation Month Proclamation. Yeas: All.

PUBLIC HEARINGS. None.

UNFINISHED BUSINESS.

RESOLUTION – LIGHTS ON THE LAKE. City Manager Cawby explained that the State is requiring the City to pass Resolutions for any event that will be in city limits allowing alcohol. **Motion** made by Maichel, seconded by Hampson to Approve the Lights on the Lake Resolution. Yeas: All.

UTV PROCEDURES. City Clerk Seamands explained the process that staff has put together. The applicant will fill out an application, get an inspection at the police department, go to city hall to pay the registration fee to pick up their license plate and sticker. The suggested fee

would be \$200 per year for the months of July 1st – June 30th. If an applicant registers after the January 1st date, the fee will only be \$100 for the remaining months until June 30th. No Action Taken.

FEE RESOLUTION UPDATE – FOR UTV FEES. **Motion** made by Maichel, seconded by Hampson to Approve the Fee Resolution Update for UTV Fees. Yeas: All.

MAIN STREET SIDEWALKS. Director of Public Works and Utilities, Blake Madden, reviewed the timeline and process of the project. Sidewalks cannot begin being constructed until the street project is closed out. Once there is a final pay application from Kansas heavy we can approve and close the project out. He projects we will see sidewalk construction start in about six weeks. No Action Taken.

NEW BUSINESS.

2018-2019 HEALTH INSURANCE PROPOSAL. City Manager Cawby, explained that we received a 14% increase with our health insurance renewal. After asking our insurance broker to look into options, they presented us with a Humana plan that is similar, but a better overall plan. Staff recommends moving to the Humana plan, increasing the deductible buy down plan from \$500 to \$1000 and move our disability coverage, dental coverage, vision coverage to Guardian. Guardian has reduced premiums and better benefits in some areas. **Motion** made by Maichel, seconded by Dickinson to Approve the 2018-2019 Health Insurance Proposal as presented. Yeas: All.

CIP AND BUDGET PRESENTATIONS BY DEPARTMENT HEADS.

Elizabeth Trigg, Library Director
Eric Draper, Golf Superintendent
Dave Ellis, Police Chief & Dave Stuteville, Assistant Chief of Police
Brian Love, Fire Chief

Department heads above reviewed their CIP and Budget Presentations with the Council. No Action Taken.

COUNCIL REPORTS.

Kenny Diehm ~ Attended the Elk's Flag Day ceremony and it was impressive, suggests everyone attend next year. Tables at the shelter house in the park look good.

MAYOR'S REPORT. None.

CITY MANAGER & STAFF REPORTS.

CITY MANAGER REPORT

Staff has moved back up into the old front office. Still unpacking and finalizing a few things.

Blowout pump at the river intake is cleaned out, installed and operable.

Met with Blake Madden, Ted Bartlett and Dean Development to move forward on the property development.

Still working on the contract with KwiKom.

State was asking for proposals for a business that would hold 30-50 jobs. We submitted a proposal for that.

EXECUTIVE SESSION.

Motion made by Maichel, seconded by Hampson to go into Executive Session for the purpose of Attorney/Client Matters for 13 minutes beginning at 8:33p.m. to include City Manager, City Attorney and Public Works Director. No Action Taken.

OTHER DISCUSSION/MOTIONS.

Motion made by Hampson, seconded by Dickinson to adjourn. Yeas: All. Council President declared the meeting adjourned at 8:48 p.m.

/s/ Ashley Kobe

Ashley Kobe, Executive Assistant

Osawatomie, Kansas. **June 28, 2018.** The Council Meeting was held in Memorial Hall. Mayor Govea called the meeting to order at 6:30 p.m. Council members present were Dickinson, Diehm, LaDuex, Macek, Walmann and Wright. Absent were Hampson and Maichel. City Staff present at the meeting were: City Attorney Dick Wetzler, City Clerk Tammy Seamands, City Manager Don Cawby and Public Works Director Blake Madden. Members of the public were: Virginia Adams, Chauncey Eubank and Heather Poage.

INVOCATION. Virginia Adams, Community of Christ Church

CONSENT AGENDA. Approval of June 28th Agenda and Register Report 2018-05. **Motion** made by LaDuex, seconded by Dickinson to Approve the Consent Agenda as presented. Yeas: All.

COMMENTS FROM THE PUBLIC.

PRESENTATIONS.

SAM HOWELL – EAGLE SCOUT PRESENTATION. Asked to bump to next meeting.

PUBLIC HEARINGS. None.

UNFINISHED BUSINESS.

ORDINANCE – UTV DEFINITION CHANGE. City Manager Cawby reviewed the changes that were asked to be changed. Changed the length in section 14-601(a). Section 14-602(d) adding language to meet Article 17 of Chapter 8 of the Kansas Statutes. **Motion** made by LaDuex, seconded by Wright to Approve the UTV Ordinance with the changes as presented. Yeas: All.

PAY APPLICATION #4 (FINAL) – KANSAS HEAVY – PHASE 2 MAIN STREET - \$330,896.38 City Manager Cawby reviewed the documents to close out the construction phase of the Main Street project. This will allow us to move forward with the sidewalks. **Motion** made by LaDuex, seconded by Walmann to Approve the Pay Application for Kansas Heavy and Sign the Completion of Work Certificate. Yeas: All.

NEW BUSINESS. None.

COUNCIL REPORTS.

Lawrence Dickinson ~ Main Street looks good and looks forward to it opening.

MAYOR'S REPORT.

Reminder of time and location to meet to ride in the parade on Saturday. Volunteers are still needed as well for Lights on the Lake.

CITY MANAGER & STAFF REPORTS.

We will start setting up for Lights on the Lake.

Budget meetings will start in July with regular meetings and a work session.

United Healthcare had documents wrong regarding the deductible year which has caused issues with Humana. We are in the process of making this work.

EXECUTIVE SESSION.

Motion made by LaDuex, seconded by Dickinson to go into Executive Session for the purpose of Attorney/Client Matters for 10 minutes beginning at 6:55p.m. to include City Manager and, City Attorney. No Action Taken.

OTHER DISCUSSION/MOTIONS.

Motion made by Dickinson, seconded by LaDuex to adjourn. Yeas: All. Mayor declared the meeting adjourned at 7:06 p.m.

/s/ Ashley Kobe

Ashley Kobe, Executive Assistant

Edgecomb Flooring
 14302 NW 2100 Rd.
 Garnett, KS 66032
 785-448-3899

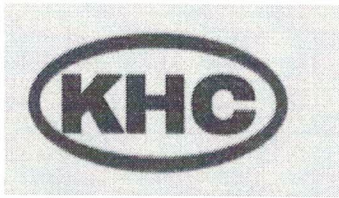
Invoice

Date	Invoice #
4/5/2018	C1984

Bill To
Osawatomie City Hall

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
440	Adura Margate Oak ALP661	4.49	1,975.60
1	MT711 Adhesive	149.95	149.95
440	Install LVP	2.50	1,100.00
527.67	Philadelphia Step on it #87500 running Late	5.59	2,949.68
3,294	Development Carpet Tile Gunmetal	2.49	8,202.06
4	ECO 810 Adhesive	119.95	479.80
3,821.67	Install Carpet Tile	0.70	2,675.17
1,440	Cove Base 4" w/toe #29 Moonrock	1.29	1,857.60
200	Cove Base 6" w/toe #29 Moonrock	1.79	358.00
24	Cove Base Adhesive	9.99	239.76
1,340	Install Cove Base	0.99	1,326.60
188	Service Weight Square Nose Stair Treads # 29 Moon Rock	7.99	1,502.12
1	Stair Tread Adhesive	149.95	149.95
1	Install Stair Treads	1,500.00	1,500.00
2,305	Remove all flooring with disposal	0.45	1,037.25
1	Floor prep & patch	750.00	750.00
36	T-Molding & Track CE-29-A	2.89	104.04
36	Install Transitions	5.00	180.00
1	Frieght	250.00	250.00
	Sales Tax	8.00%	0.00
			*\$8,500 paid in March for the downstairs portion.
		Total	\$18,287.58 \$26,787.58



Kansas Heavy Construction, LLC

19425 State Avenue
Tonganoxie, Kansas 66086
(913) 845 – 2121
Fax: 845 – 2813

July 17th, 2018
Mr. Blake Madden
City of Osawatomie, KS
RE: Construction of 7th and Main Street Intersection and Turn Lane

Mr. Madden:

For the construction of the 7th and Main Street intersection and turn lane, Kansas Heavy Construction offers the following pricing:

<u>Line Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Contractor Construction Staking	1	LS	\$ 500.00	\$ 500.00
2	Traffic Control	1	LS	\$ 2,000.00	\$ 2,000.00
3	Inlet Sediment Barrier	2	EA	\$ 20.00	\$ 40.00
4	Gutterbuddy	59	LF	\$ 5.00	\$ 295.00
5	Sediment Trap	8	LF	\$ 5.00	\$ 40.00
6	Curb Inlet Sediment Barrier (Temp.)	2	EA	\$ 75.00	\$ 150.00
7	Curb Inlet Sediment Barrier (Long-Term)	28	LF	\$ 5.50	\$ 154.00
8	Unclassified Excavation	452	CY	\$ 20.00	\$ 9,040.00
9	Pavement Removal	788	SY	\$ 7.00	\$ 5,516.00
10	Compaction of Earthwork	91	CY	\$ 10.00	\$ 910.00
11	8" Concrete Pavement (Intersection)	365	SY	\$ 64.00	\$ 23,360.00
12	6" AB-3 Agg Base (Intersection)	997	SY	\$ 8.40	\$ 8,374.80
13	Curb and Gutter	278	LF	\$ 19.00	\$ 5,282.00
14	Sidewalk Ramp	11	SY	\$ 190.00	\$ 2,090.00
15	10' x 2.5' Curb Inlet	1	EA	\$ 4,200.00	\$ 4,200.00
16	5' x 4' Curb Inlet	1	EA	\$ 5,000.00	\$ 5,000.00
17	6' x 4' Junction Box	1	EA	\$ 5,500.00	\$ 5,500.00
18	RCPHE Storm Sewer Pipe	44	LF	\$ 127.00	\$ 5,588.00
19	Water Line Adjustment (Vertical)	1	EA	\$ 2,000.00	\$ 2,000.00
20	Flowable Fill, Low Strength	20	CY	\$ 145.00	\$ 2,900.00
21	6" White Lane Line	176	LF	\$ 4.80	\$ 844.80
22	4" Yellow Lane Line	700	LF	\$ 1.38	\$ 966.00
23	24" White Stop Bar	17	LF	\$ 18.70	\$ 317.90
24	White Left Turn Arrow	3	EA	\$ 550.00	\$ 1,650.00
25	White RR Crossing	1	EA	\$ 1,475.00	\$ 1,475.00
26	8" NRDJ Concrete Pavement	634	SY	\$ 57.50	\$ 36,455.00
27	6" AB-3 Agg Base	820	SY	\$ 8.40	\$ 6,888.00
Grand Total					\$ 131,536.50

All items constructed will comply with the Main Street from 7th Street to 12th Street project specifications.



Matt Gripka
Kansas Heavy Construction.

Signature for Acceptance of Quote

Date



embassy
City of Osawatomi
439 Main Street; P.O. Box 37
Osawatomi, KS 66064
(913) 755-2146

SPECIAL EVENTS PERMIT APPLICATION

Department Use Only	
Date Filed:	_____
Event Deposit	_____
Date Paid:	_____
\$50 Permit Fee	_____
Date Paid:	_____
\$25 State Permit	_____
Date Paid:	_____

1. NAME OF APPLICANT AND/OR ORGANIZATION:
BLACK Ties to Osawatomi - BTTO

2. CONTACT PHONE # AND EMAIL (OPTIONAL):
Terry & Lois Freeman Jr.

3. TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:
bi-Annual reunion

4. MAILING ADDRESS OF APPLICANT/ORGANIZATION: [REDACTED]	5. ADDRESS/LOCATION OF SPECIAL EVENT: John Brown State Park
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6. DATE(S) AND TIME(S) FOR PERMIT, INCLUDING SET UP AND TEAR DOWN:
Aug 10, 11, 12, 2018

7. ENTRY TO EVENT: FEE YES ___ NO ___ PUBLIC <input checked="" type="checkbox"/> OR PRIVATE ___	8. STREET CLOSURE: YES ___ NO <input checked="" type="checkbox"/> IF YES, TIME OF CLOSURE REQUIRED: _____	9. # OF EXPECTED ATTENDING: _____
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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 THRID PARTY? YES ___ NO
 IF YES TO ANY OF THE ABOVE, APPLICANT DATE OF BIRTH IS REQUIRED **4-8-75 / 4-13-80**

11. IS THERE LIABILITY INSURANCE COVERAGE FOR THE EVENT: YES ___ NO
 IF YES, NAME OF INSURANCE COMPANY, AGENT AND 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.

SIGN [REDACTED] DATE **7-12-18**

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

COMMENTS: _____

CITY OF OSAWATOMIE



STAFF AGENDA MEMORANDUM

DATE OF MEETING: July 26, 2018

AGENDA ITEM: **Curb and Gutter Replacement on 10th Street in John Brown Memorial Park**

PRESENTER: Blake Madden, Director of Public Works and Utilities

ISSUE SUMMARY: Last month, DPWU replaced the bridge on 10th Street near the entrance to John Brown Memorial Park. The replacement of curb and gutter over the bridge was included in the project. While meeting with Don Cawby, we discussed the idea of replacing the curb and gutter from the new curb and gutter on Main Street to just north of the new bridge. This would upgrade the aesthetics for this entrance to the park. We discussed DPWU self-performing this replacement but concluded that this would best be performed by a contractor specializing in replacement of curb and gutter next to brick pavement.

In late June, I asked for a bid to perform the work from CS Cunningham Construction and Kansas Heavy Construction. Both of these companies have past work demonstrating their experience with curb and gutter replacement next to brick pavement. CS Cunningham submitted a bid for \$16,500. Kansas Heavy submitted a bid for \$17,400.

FUNDING SOURCE: Funding for the project would be from CIP monies in the Special Parks and Recreation fund carried over from 2017.

COUNCIL ACTION NEEDED: Determine whether to authorize this project and if so, which contractor should be awarded the contract.

STAFF RECOMMENDATION TO COUNCIL: Authorize the project and award the contract to CS Cunningham Construction.

CS Cunningham LLC

841 S. Poplar
Ottawa, KS 66067

Estimate

Date	Estimate #
7/5/2018	255

Name / Address
City of Osawatomie 439 Main Street Osawatomie, KS 66064

Project

Description	Qty	U/M	Rate	Total
Form and Pour City Curb per codes, with 4000psi concrete over compacted grade. This is at the park entrance.	400		22.50	9,000.00
Demo and haul off City Curb	400		7.50	3,000.00
Lay brick as needed along new curb. Also re-lay brick in one area of street that has settled. This is what we discussed on site. Brick provided by others.	1		4,500.00	4,500.00

Subtotal			\$16,500.00
Sales Tax (9.1%)			\$0.00
Total			\$16,500.00



Kansas Heavy Construction, LLC

19425 State Avenue
Tonganoxie, Kansas 66086
(913) 845 - 2121
Fax: 845 - 2813

July 13th, 2018
Mr. Blake Madden
City of Osawatomie, KS
RE: Curb and Gutter in John Brown Park

Mr. Madden:

For the reconstruction of curb and gutter along the entrance into John Brown Park, Kansas Heavy Construction offers the following pricing:

<u>Line Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Curb and Gutter Removal	400	LF	\$ 8.00	\$ 3,200.00
2	Curb and Gutter - 4K AE	400	LF	\$ 23.00	\$ 9,200.00
3	Restore Brick Pavement	1	LS	\$ 5,000.00	\$ 5,000.00
				Grand Total	\$ 17,400.00

If you have any questions, please give me a call.

A handwritten signature in black ink, appearing to read "Matt Gripka".

Matt Gripka
Kansas Heavy Construction.