

OSAWATOMIE CITY COUNCIL

AGENDA

September 10, 2020

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. September 10th Agenda
  - B. Meeting Minutes – August 27th, 2020
  - C. Pay Application – BG Consultants – KDOT TA - \$1,500.00
  - D. Pay Application – Western Consultants – WWTF - \$8,950.00
6. Comments from the Public
  - Citizen participation will be limited to 5 minutes. Stand & be recognized by the Mayor.*
7. Public Hearing
  - A. Wastewater Treatment Facility – Garrett Nordstrom
8. Presentations, Proclamations, and Appointments
9. Unfinished Business
10. New Business
  - A. Bookmobile for the Osawatome Public Library – Elizabeth Trigg, Library Director
  - B. Resolution 812 - Establishing an infrastructures strategy for investment and maintenance of city-wide and city-owned utilities, bridges, streets, sidewalks, trails and parks and any associated appurtenances. – Mike Scanlon
11. Council Report
12. Mayor's Report
13. City Manager & Staff Report
14. Executive Session
15. Other Discussion/Motions
16. Adjourn

*NEXT REGULAR MEETING – September 24, 2020*

Osawatomie, Kansas. **August 27, 2020.** The Council Meeting was held at Memorial Hall. Mayor L. Mark Govea called the meeting to order at 6:30 p.m. Council members present were LaDuex, Macek, Dickinson, Diehm, Hampson, Wright and Caldwell. Council member Walmann was absent. City Staff present at the meeting were: City Manager Michael Scanlon, City Clerk Tammy Seamands, Assistant to the City Manager Samantha Moon, City Attorney Richard Wetzler, Assistant Police Chief William Bradshaw, Public Safety Officer Tristan Geiger, Public Safety Officer Michael Huggins, Public Safety Officer Scott Polster, Public Safety Officer John Johnson and Public Safety Officer Colt Chase. Members of the public present were Kari Bradley, Derek Henness, Kelly Daggett, Joseph Dagget, Chris Daggett, Jamie Homrighausen, Chase Homrighausen, Mike Matney and Christy Huggins.

**INVOCATION.** Lawrence Dickinson

**CONSENT AGENDA.** Approval of the August 27<sup>th</sup> Agenda, August 13<sup>th</sup> Council Minutes, August 24<sup>th</sup> Special Council Minutes and 2020-07 Register Report. **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.**

**OATH OF OFFICE – TRISTAN GEIGER, PUBLIC SAFETY OFFICER –** Tristan Geiger was given the Oath of Office by City Clerk Tammy Seamands.

**OATH OF OFFICE – BLAKE ALBRECHT, PUBLIC SAFETY OFFICER –** Blake Albrecht was absent due to a death in the family.

**OATH OF OFFICE – MICHAEL HUGGINS, PUBLIC SAFETY OFFICER –** Michael Huggins was given the Oath of Office by City Clerk Tammy Seamands.

**UNFINISHED BUSINESS.** - None

**NEW BUSINESS.**

**RESOLUTION 808 – AUTHORIZING THE REHABILITATION AND IMPROVEMENTS TO THE ANNA JANUARY PARK LOCATED AT THE CORNER OF 10<sup>TH</sup> AND SOUTH STREET ON CITY-OWNED PROPERTY AS AN EAGLE SCOUT SERVICE PROJECT – CHRIS DAGGETT, EAGLE SCOUT CANDIDATE.** - Chris Daggett presented an Eagle Scout Project to the council to make repairs and improvements to the Anna January Park. **Motion** made by Caldwell, seconded by Hampson to approve Resolution 808 – Authorizing the rehabilitation and improvements to the Anna January Park located at the corner of 10<sup>th</sup> and South Street on City-Owned Property as an Eagle Scout Service Project as presented. Yeas: All.

RESOLUTION 809 – AUTHORIZING THE CREATION OF AN INDEX FOR GRAVESITES WITHIN OSAWATOMIE CEMETERY AS AN EAGLE SCOUT SERVICE PROJECT – CHASE HOMRIGHAUSEN, EAGLE SCOUT CANDIDATE – Chase Homrighausen presented an Eagle Scout Project to the council to construct a index of gravesites located in Section 3 of the Osawatome Cemetery. **Motion** made by Hampson, seconded by Caldwell to approve Resolution 809 – Authorizing the creation of an index for gravesites within Osawatome Cemetery as an Eagle Scout Service Project as presented. Yeas: All.

CONTRACT FOR ADMINISTRATION SERVICES FOR THE CITY OF OSAWATOMIE'S PARTICIPATION IN THE CDBG-CV PROGRAM. **Motion** made by LaDuex, seconded by Dickinson to approve the contract with Western Consultants dba Governmental Assistance Services for Administration Services for the City of Osawatome's participation in the CDBG-CV program. Yeas: All.

RESOLUTION 810 – SUPPORTING KANSAS FIBER NETWORKS' (KFN) APPLICATION TO THE SPARK (STRENGTHENING PEOPLE AND REINVIGORATING KANSAS) COMMITTEE/OFFICE OF BROADBAND DEVELOPMENT SEEKING A GRANT TO ASSIST IN FUNDING THE FIBER OPTIC BUILD TO THE CITY OF OSAWATOMIE. – Kansas Fiber Network has developed a project to expand broadband infrastructure reach to areas in Osawatome currently unable to access minimally adequate broadband service. Kansas Fiber Network is looking for a letter of support from the City and our partners at the county level as they complete their application. **Motion** made by LaDuex, seconded by Hampson to approve Resolution 810 – Supporting Kansas Fiber Networks' (KFN) application to the SPARK (Strengthening People and Reinvigorating Kansas) Committee/Office of Broadband Development seeking a grant to assist in funding the fiber optic build to the City of Osawatome as presented. Yeas: All.

RESOLUTION – 811 – DIRECTING STAFF TO SIGN AN AGREEMENT WITH EHLERS AND ASSOCIATES FOR MUNICIPAL ADVISORY SERVICES. Motion by LaDuex, seconded by Macek to approve Resolution 811 – Directing staff to sign an agreement with Ehlers and Associates for municipal advisory services as presented. Yeas: All.

### **COUNCIL REPORTS.**

Cathy Caldwell ~ Public works has been hard at work on Caldwell's street. In September, Caldwell will start talking to organizations about Neighbors Helping Neighbors. They hope to have a meeting in October.

Kenny Diehm ~ is glad to be back.

**MAYOR'S REPORT** ~ 18 people have signed up for the September 9<sup>th</sup> Landlord meeting. A special meeting notice will be signed to prevent a violation of the Kansas Open Meeting Law. Govea thanked the following:

Jenny Kramer, Bike/Ped Coordinator for KDOT. She has spent hours helping Osawatome with the TA application and pointing staff to additional resources/grants we can apply for;

Bill Roseberry and his crew who are working overtime to replace an intake line that serves as our emergency backup should we lose our last remaining river pump at the water plant.

Jason Folsom has been band-aiding, patching and keeping our plant operating and at the same time is doing that while short-handed.

Tammy Seamands for taking on getting the almost 1500 residential properties recorded and documented for the transition of our refuse billing.

Sam Moon for picking up the business grants through CDBG and coordinating them and for also pushing out information on the Patterson Grants that are available.

The Pride Committee for all that they have done over the last two months – the work hasn't gone unnoticed and we appreciate all your efforts.

Govea received an email stating that the Governor is willing to come to Osawatomie for a ribbon cutting for the Flint Hill Nature Trail. A date has not yet been set but staff will coordinate a date.

#### **CITY MANAGER & STAFF REPORTS.**

Mike Scanlon ~ September 15<sup>th</sup> Scanlon will be attending the Marc meeting where the board of directors will be voting on the Planning Sustainable Places grant that we have applied for.

Scanlon spent 2 hours talking with Jenny Kramer the Bike/Ped Coordinator for KDOT this afternoon going over various loops for the transportation alternative project to be able to connect with the Flint Hills Trail as well as how to replace and reuse the Asylum bridge.

Scanlon is working on a multi-jurisdiction grant with the USDA on a rural place making grant. Jenny Kramer has worked on place making in the past was able to provide a bunch of research to be used in the grant along with the contact information of people to talk with. Kramer has gone out of her way to help provide us with information.

KDOT is also offering a KS Wildlife and Recreation Grant through their Recreational Trail Program (RTP) grant that we will apply for. The deadline for this grant is Tuesday at 5:00 p.m.

Kramer also pointed us to the Kansas Health Foundation for a Healthy Community grant opportunity. The more that you can layer these things and include people in a project creates a buzz around your projects and increases your opportunities.

Scanlon thanked council for their support.

**EXECUTIVE SESSION.** None.

**OTHER DISCUSSION/MOTIONS.**



September 4, 2020

Mike Scanlon, City Manager  
City of Osawatomie, Kansas  
439 Main Street  
Osawatomie, KS 66064

Re: 20-1351L - KDOT-TA Project Application Assistance  
Exhibits, Drawings, and KDOT TA Application

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

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

**Engineering Services:**

<u>Task</u>	<u>Lump Sum Amount</u>	<u>Completion Progress</u>	<u>Total</u>
1. Step 1 Services	\$1,500.00	100.0%	\$1,500.00
2. Step 2 Services	\$1,500.00	0.0%	\$0.00
		<b>Subtotal Amount Due:</b>	<b>\$1,500.00</b>
		Total Completed to date:	\$1,500.00
		Prior Billings to Date:	\$0.00
		Subtotal Amount Due:	\$1,500.00
		<b>Total Amount Due:</b>	<b>\$1,500.00</b>

Sincerely,

BG CONSULTANTS, INC.



Paul Owings, P.E.  
Project Engineer

# Western Consultants

PO Box 187  
Lawrence, KS 66044  
Phone 816.805.9183

Date: 9/1/20

**Bill To: City of Osawatomie**  
**439 Main St**  
**Osawatomie, KS 66064**

**For: CDBG Grant Writing Invoice**

DESCRIPTION	AMOUNT
Preparation and submission of 2021 Waste Water Treatment Plant CDBG Application	\$8,950.00
<b>TOTAL</b>	<b>\$8,950.00</b>

*\*Please make check payable to Western Consultants*



City of Osawatomie

<b>ACTION ITEM SUMMARY</b>	Item Number:	10.B
	Date:	September 4, 2020
City Manager	From:	Mike Scanlon

**RE:** Resolution 812 – A Resolution establishing a plan for the repair and renovation of Memorial Hall.

**RECOMMENDATION:** That the City Council approve Resolution 812 – Directing staff to develop a plan for the repair and renovation of Memorial Hall.

**DETAILS:** In late May the City undertook an assessment and “condition scoring” of all public buildings owned by the City of Osawatomie. That assessment showed that Memorial Hall was in need of attention and that we should enlist the services of a Structural Engineer to assess and make recommendations related to the repair and renovation of Memorial Hall. That assessment has been made and is included in this packet of materials. I have also included an editorial piece written by Margaret Hayes in the The Miami County Republic in regards to the history of Memorial Hall.

The Engineering Assessment provided by the firm of Norton & Schmidt states in their conclusion,

“In conclusion, it is my opinion that the majority of the building should be considered structurally sound with some notable structural concerns existing at the roof frame.....”

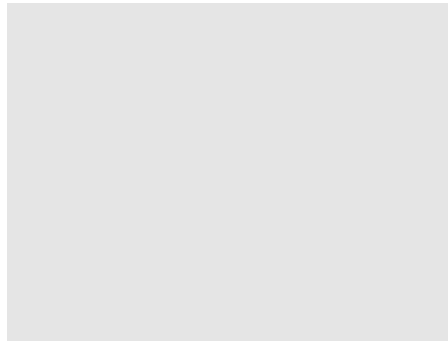
Staff believes given the roof concerns expressed by the structural engineer and the prominence of this building in our City’s past that attention should be immediately given to the restoration and repair of Memorial Hall. This resolution creates the calendar for this project which we would like to complete by the 100<sup>th</sup> Birthday of Memorial Hall. Just like 100 years ago we will need to identify monies outside those of the Town to help complete this project.



[https://www.republic-online.com/opinion/columns/celebrating-a-century-s-worth-of-memories-at-memorial-hall/article\\_9bf6697a-d53b-11ea-ab26-83635075444a.html](https://www.republic-online.com/opinion/columns/celebrating-a-century-s-worth-of-memories-at-memorial-hall/article_9bf6697a-d53b-11ea-ab26-83635075444a.html)

## Celebrating a century's worth of memories at Memorial Hall

By Margaret Hays  
Aug 5, 2020



Margaret Hays

*Thinking Out Loud*

I am ready to celebrate something — anything — so how about a centennial?

Osawatomie's Memorial Hall at 11th and Main streets will be 100 years old in 2021. I know that's a while to wait for a party, but it will allow time for planning and anticipation. Both of those were evident in the original concept, its completion, its dedication and even its past restoration.

Anna January, then the President of the Board of Trustees of John Brown Memorial Park, came up with the idea of a Soldiers and Sailors Memorial at the end of World War I. Planning for what was then referred to as "Victory Hal" began in 1918 with a successful local bond issue for the estimated cost of \$20,000.

January led a contingent to Topeka and convinced the legislature to contribute another \$17,000 for improvements to the park, the surroundings for the memorial. George Washburn and Son of Ottawa designed the building. Park improvements included an improved entrance, a bandstand and water and sewage service to the park itself. Local donors raised the final \$870 needed for completion.

Early plans called for the dedication to be held on May 30, the anniversary of John Brown's birth, but no suitable speaker could be found for that date. Instead, the building's gala was held conjointly with that of July 4.

A full program of events included a parade, a basket dinner, band concert, a reading of the Declaration of Independence, a speech by the Hon. Fred Volland, former Kansas legislator, races and games, a baseball game, fireworks display and dance. Many of those did not happen as planned.

It rained. The parade went on, showing the same spirit that kept morale up during the war. Its highlight was the firing of the two model 1908 Howitzer cannons that had been loaned for display in the park. Merchants were well represented in a variety of floats and the comic features entertained. Volland's address was considered to be masterful in its eloquence.

The races and other field events such as the fat man's race, the boy's sack race and greased pig chase were canceled because of the weather. The rain dwindled, though, and loyal fans and players worked to make the Ten Acres ball field ready for the 4 competition. Advertised as a real battle between Osawatomie and Paola for the title in a three-game series, the game brought out the crowd. They were not disappointed. After trailing Paola for eight innings, the home team caught fire and won, 6-5.

The crowds for all events were smaller than expected because of the rain but, in all, with the fireworks and the dancing that evening, 1,200 people attended.

The Hall was used heavily over subsequent years as a meeting place, concert hall, teen town and even the first senior center. In 1982, the local PRIDE committee organized to complete needed renovations, both inside and outside the building.

The centerpiece of that effort remained the original marble slabs inside the building on the north wall. Those contained the names of all Osawatomie residents who had served during the war. Those who had died in service were marked with gold stars. A later donation completed that list of names, making the building truly a memorial. The PRIDE efforts were funded by city, county and individual donors whose names appear on another

plaque. Many of those donors were part of the crowd that assembled to honor restoration efforts on January 16, 1983. Though OHS Alumni members have repainted the interior and completed several other improvements since, there has not been another celebration.

During the 37 years since the last major restoration, the building, used now more than ever, including as both municipal court and city council meeting place, has continued to age and can use another touch up, especially on the outside. I am hoping that will be done and that another celebration of community spirit will be held. Surely, that can be accomplished, even 6-feet apart.

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Margaret Hays is a longtime Osawatomie resident who writes a weekly column for The Miami County Republic.

September 3, 2020

Ed Beaudry  
City of Osawatomie  
e/m: [ebeaudry@osawatomieks.org](mailto:ebeaudry@osawatomieks.org)

**RE: COMMERCIAL BUILDING  
411 11<sup>TH</sup> STREET  
OSAWATOMIE, KANSAS**

**JOB #2020-1891**

Dear Ed:

On Wednesday, September 2, 2020 visual observations of the commercial building at the above location were made per your request. The structure in question is one-story and faces west for the purposes of this report. This report has been prepared for your use only and is not intended to benefit any third parties. Following is a summary of the findings and opinions for your review.

## **SCOPE OF WORK**

The purpose of the examination was to determine the present structural integrity of the building, to determine the cause and extent of structural damage found, and to make repair recommendations where required. The structural items checked include only the load-bearing elements mentioned in this report. It should be noted that this examination did not attempt to check for possible termite damage, water damage, or for structural components that are concealed from view by finish or stored materials. Nor were the existing conditions reviewed for possible asbestos, lead paint, radon gas, or any other toxic substances or environmental risks.

When making visual observations of a building, it is required that certain assumptions be made regarding the existing conditions. Because these assumptions may not be verifiable without expending added sums of money, or destroying adequate or serviceable portions of the building, the owner of this report agrees that we will be held harmless, indemnified and defended by you from and against all claims, loss, liabilities, or expenses (including legal fees) arising out of the services provided by this report.

## **OBSERVATIONS**

An examination of the foundation system for this building was not possible due to the finish material and to the concrete slab-on-grade construction. However, the perimeter walls are limestone rock and it is anticipated that the foundation is most likely limestone rock with limestone rock spread footings or a concrete foundation with concrete spread footings.

411 11<sup>TH</sup> STREET  
OSAWATOMIE, KANSAS

JOB #2020-1891

An examination of the perimeter walls from the exterior and interior of the building revealed no indications of major shifting, cracks or structural concerns. Overall, the foundation appears to be structurally sound and no additional repairs are needed for the foundation system to be considered structurally sound.

Observations of the concrete slab revealed the surface to be covered with finish material but no signs of significant differential shifting or movement. Typically, minor hairline cracks develop in the concrete slab as a part of normal shrinkage of the concrete and minor shifting of the subsoil beneath the building. None of this cracking represents a major structural concern.

A check of the floor frame was not possible due to the finish material and inaccessibility of the area. However, the stage area was the main area that has a floor frame [raised platform] and showed no signs of major structural damage or concern. Therefore, it is my opinion that the floor framing system be considered structurally sound.

An examination of the slope of the roof revealed significant deflection and unevenness of the surface, and structural concern to exist. The main ridge was found to be sagging and deflecting, along with the cantilevered ends of the rafters. The eaves overhang the building by approximately 8' and are sagging significantly. The hip ridges are "humped" up over the support wall due to the deflection of the rafter tails and to the support of the hip ridges at the walls and sag of the main center ridge. It is my understanding that some of the hip rafters are broken and some past repairs have been completed. The amount of deflection which has occurred is very noticeable and more than what is considered acceptable. Therefore, it appears that repairs are needed at the roof frame to restore the structural integrity of the roof frame. While several options are available, it appears that the most practical correction may be to remove the entire roof frame and replace it with new trusses spanning from the north wall to south wall. The rafter tails could be extended a similar distance or made shorter to help prevent some of the deflection. As an alternate, the existing roof members could be evaluated and a repair plan developed to include new beams at the ceiling level to span from wall-to-wall to support the ridge along with new supports for the rafters and hip ridges as needed to restore the structural integrity of the roof. The design and detail of repairing the roof is outside the scope of this inspection, but I would be happy to complete this service for the City of Osawatomie. As mentioned during the site inspection, it is advised that an architect be retained to review the building design and create a new look for the building renovation so that the repairs or replacement of the roof can be taken into consideration in the overall design for the building.

An examination of the interior of the building revealed very limited cracking and no signs of major structural concerns, with the exception of the deflection of the roof frame. It is my understanding that concerns regarding the ADA accessibility of the building exist and that moving forward with the renovation of the building could include modifications to provide ADA accessibility. This would be best designed by an architect that specializes in the restoration of older buildings. I would be more than happy to help with the design of the structure if needed.

411 11<sup>TH</sup> STREET  
OSAWATOMIE, KANSAS

JOB #2020-1891

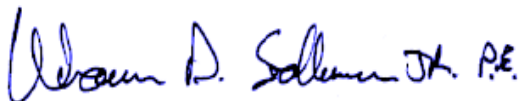
A check of the exterior of the building revealed no indications of major structural defects or damage to the exterior walls. Normal minor cracking and deterioration has occurred due to the aging process. However, this does not represent a major structural concern requiring repairs at this time. As with any building, it is important to maintain a positive slope of 1" per foot drop away from the structure for the first 6' to 10'. This is because poor drainage will double or triple the forces and stresses on the foundation walls and can cause lateral movement, heaving and water damage. Maintaining positive drainage includes cleaning the gutters, down spouts, splash blocks, and subterranean drain tile. This may become very critical during the renovation process depending upon the modifications made to the interior and to the ADA accessibility of the building.

Since the soil in the area generally contains expansive clay, it is susceptible to volumetric changes with changes in the moisture content. Therefore, the entire yard should be watered properly with 1" to 2" of rainfall equivalent per week to help minimize future shifting. Proper watering practices include watering at least ½" of water at a time through a lawn sprinkler or an underground sprinkler system. This should be completed three (3) times a week, if it doesn't rain, during the spring and fall months, and may need to be completed daily during the dry summer months. To determine how much water is being applied through the sprinkler, a rain gauge can be placed in the section that is being watered. The time should then be adjusted so that each zone is set to provide the proper amount of water every time the sprinkler system is activated. The watering should be completed regularly to minimize changes in the moisture content of the subsoil beneath the building.

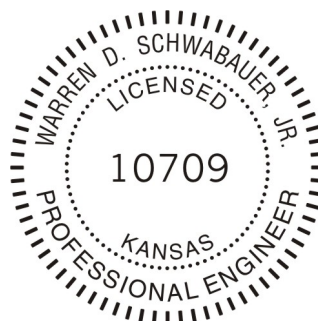
## CONCLUSIONS

In conclusion, it is my opinion that the majority of the building should be considered structurally sound with some notable structural concerns existing at the roof frame. If I may be of further service to you in this matter, please feel free to call.

Sincerely,



Warren D. Schwabauer, Jr., P.E., CBIE  
Principal  
Charter Member of NABIE  
Kansas P.E. #10709; Missouri P.E. #E-22664  
[Norton & Schmidt Consulting Engineers](http://Norton & Schmidt Consulting Engineers)  
311 East 11th Avenue  
North Kansas City, Missouri 64116  
direct line: (816) 701-7329  
e-mail: [wds@nortonschmidt.com](mailto:wds@nortonschmidt.com)



ENCLOSURE: billing invoice  
(©Norton & Schmidt Consulting Engineers, LLC 2020)  
lw

**CITY OF OSAWATOMIE, KANSAS**

**RESOLUTION No. 812**

**A RESOLUTION ESTABLISHING A PLAN FOR THE REPAIR AND RENOVATION OF MEMORIAL HALL AT 411 11<sup>TH</sup> STREET.**

**WHEREAS**, the City of Osawatomie was incorporated in 1890 and over the course of the last 130 years has evolved into a full-service City serving its residents with water, wastewater, electrical production and distribution, parks, sidewalks, bridges, streets and alleys, as well as the development of several important historical buildings, including Memorial Hall; and

**WHEREAS**, through the efforts of Anna January, then President of the Board of Trustees of John Brown Memorial Park, she came up with the idea of a Soldiers and Sailors Memorial at the end of World War I. Planning for what was then referred to as "Victory Hall" began in 1918 with a successful local bond issue for the estimated cost of \$20,000. Victory Hall which we now know as Memorial Hall was completed and dedicated on July 4, 1921; and

**WHEREAS**, Memorial Hall has been used heavily over the years as a meeting place, court room, concert hall, teen town and even as the first senior center; and

**WHEREAS**, Memorial Hall serves as a community gathering place connecting the new with the old and the past with the future it is only right and fitting that the City of Osawatomie help direct and lead a community effort to repair and renovate this "Grand Ole Lady."

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

**Section 1.** The Governing Body hereby requests City Staff undertake the following actions.

1. Prepare a plan for the repair and renovation of Memorial Hall taking into account the current and future uses of the space.
2. In accounting for these uses also incorporate and maintain the historical elements of the building that make it a Community Icon now and in the future.
3. Present both a construction and financing plan that the City Council can consider by November, 2020 with renovation and construction to be underway by February of 2021 and a contract written for completion by July 4, 2021.

**PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF OSAWATOMIE** on this 10th day of September, 2020.

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L. Mark Govea, Mayor

ATTEST:

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Tammy Seamands, City Clerk