



MINUTES
CITY COMMISSION MEETING
TUESDAY, OCTOBER 3, 2017
7:00 P.M.

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Linda Morse and Commissioners Michael L. Dodson, Wynn Butler, and Karen McCulloh were present. Also present were the City Manager Ron R. Fehr, Assistant City Manager Kiel Mangus, City Attorney Katharine Jackson, City Clerk Gary S. Fees, 9 staff, and approximately 25 interested citizens.

PLEDGE OF ALLEGIANCE

Mayor Morse led the Commission in the Pledge of Allegiance.

PROCLAMATIONS

Mayor Morse proclaimed October 8-14, 2017, ***Fire Prevention Week***. Gary Sevenans and Greg VanDeCreek, Fire Driver II and Public Education Team members, and Scott French, Fire Chief, City of Manhattan, were present to receive the proclamation.

Mayor Morse proclaimed October 15-21, 2017, ***Change the World***. Rod Harms, Coordinator, Manhattan Change the World, was present to receive the proclamation.

Mayor Morse proclaimed October 2017, ***National Arts and Humanities Month***. Vivienne Uccello, President; Lucas Shivers, Vice President; Allana Saenger, Secretary; and Penny Senften, Treasurer, and representatives Marcia Rozell, Charlene Brownson, and Stormy Kennedy, Arts and Humanities Association, were present to receive the proclamation.

PUBLIC COMMENTS

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

COMMISSIONER COMMENTS

Commissioner McCulloh informed citizens that on Saturday, October 28, 2017, there will be an opportunity for the community to safely dispose of expired and unwanted prescription drugs at the Riley County Police Station or at the Manhattan Town Center. She stated that additional information would be available soon.

Commissioner Butler highlighted the City Snow Partners program that provides assistance to the elderly and Manhattan residents that need help clearing public sidewalks during snow events. He stated the information is on the City's website and encouraged those interested to sign-up and help local citizens this winter.

Mayor Morse provided information on the Report It! app that is available to report issues in the city of Manhattan, such as park maintenance concerns or potholes. She also encouraged people to register to vote for the upcoming local elections.

CONSENT AGENDA

(* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, September 19, 2017.

CLAIMS REGISTER NO. 2861

The Commission approved Claims Register No. 2861 authorizing and approving the payment of claims from September 13, 2017 – September 26, 2017, in the amount of \$2,591,701.22.

PUBLIC HEARING – VACATE UTILITY EASEMENT – TRACT A, MENZIE SUBDIVISION

Mayor Morse opened the public hearing.

Hearing no comments, Mayor Morse closed the public hearing.

* FIRST READING – VACATE UTILITY EASEMENT – TRACT A, MENZIE SUBDIVISION

Rob Ott, Director of Public Works, responded to questions from the Commission and provided additional information on the item.

The Commission found that no private rights would be injured or endangered by such vacation, and that the public would suffer no loss or inconvenience thereby; and approved the first reading of an ordinance vacating a portion of the public utility easements on Tract A, Menzie Subdivision.

CONSENT AGENDA (CONTINUED)

RESOLUTION NO. 100317-A – SUPPORT/ACCEPTANCE – JOINT LAND USE STUDY (JLUS)

The Commission approved Resolution No. 100317-A accepting the Joint Land Use Study (JLUS) Report, supporting implementation of the recommendations, and supporting the Flint Hills Regional Council's grant application to Office of Economic Adjustment (OEA) for implementation assistance.

AGREEMENT – PROFESSIONAL SERVICES – WIDENING OF KIMBALL AVENUE (HUDSON AVENUE TO VANESTA DRIVE) (ST1715)

The Commission authorized the Mayor and City Clerk to execute an Agreement for Professional Engineering Services, in an amount not to exceed \$106,578.00, with Schwab-Eaton, P.A., of Manhattan, Kansas, for the widening of Kimball Avenue from Hudson Avenue to Vanesta Drive (ST1715).

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AGREEMENT – PROFESSIONAL SERVICES – SUNSET AREA HISTORIC RESOURCES SURVEY

Ron Fehr, City Manager, provided clarification on the item and highlighted the updated Financing section of the City Commission Agenda Memo.

The Commission authorized the Mayor and City Clerk to execute a contract, in an amount not to exceed \$21,216.00, with Historic Resources Group, Inc. (HRG), of Lincoln, Nebraska, to conduct the Sunset Area Historic Resources Survey.

CHANGE ORDER NO. 8 – DENISON AVENUE WATERLINE IMPROVEMENTS (ST1619)

The Commission approved and authorized the Mayor to execute Final As-Built Change Order No. 8, resulting in a net increase in the amount of \$27,420.91 (+10.9%) to the contract with J&K Contracting, L.C., of Junction City, Kansas, for additional street improvements as measured for the Denison Avenue Waterline Improvements project (ST1619).

CHANGE ORDER NO. 2 – 2017 STREET MAINTENANCE-MILL AND OVERLAY (ST1703)

The Commission approved and authorized the Mayor to execute Change Order No. 2, resulting in a net increase in the amount of \$145,054.10 (+59.1%) to the contract with Shilling Construction Co., Inc., of Manhattan, Kansas, adding North 3rd Street and North 4th Street north of Bluemont Avenue, Kearney Street from North 3rd Street to North 4th Street, and the entrance into Sharingbrook from Anderson Avenue to Stacy Lane to the 2017 Asphalt Maintenance project (ST1703).

CONSENT AGENDA (CONTINUED)

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

After discussion, Commissioner McCulloh moved to approve the consent agenda. Commissioner Dodson seconded the motion. On a roll call vote, motion carried 4-0.

GENERAL AGENDA

PRESENTATION - 2016 CITY AUDIT

Hillary Badger, Assistant Director of Finance, introduced the item and provided a brief overview of the 2016 City audit. She also recognized the efforts of Rina Neal, City Controller, City of Manhattan, for her work on the audit.

Eric Higgins, Chair, Municipal Audit Committee, informed the Commission the responsibility of the City Municipal Audit Committee and thanked the other members serving on the Municipal Audit Committee as well as City staff and the auditors. He stated there were no significant findings and the audit was a very clean audit.

Hillary Badger, Assistant Director of Finance, reminded the public that the Comprehensive Annual Financial Report (CAFR) and Popular Annual Financial Report (PAFR) are available on the City's website.

The Commission expressed their appreciation to Rina Neal, City staff, and the Municipal Audit Committee for their work.

Ron Fehr, City Manager, stated that he appreciated the work of Rina Neal and thanked the Finance Department for their commitment to the process in providing detailed financial reports.

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

After discussion, Commissioner McCulloh moved to receive and accept the Auditor's reports for the 2016 City Audit. Commissioner Dodson seconded the motion. On a roll call vote, motion carried 4-0.

GENERAL AGENDA (CONTINUED)

FIRST READING – AMEND - GREASE MANAGEMENT PERMIT PROGRAM

Randy DeWitt, Assistant Director of Public Works for Water and Wastewater, presented an overview of the item. He highlighted the goals of the proposed updates for the Grease Management Permit Program, discussed the informational meeting that was held with stakeholders, and outlined the goals and proposed updates for simplification, functionality, and accountability. He also highlighted other notable updates to the ordinance. He then responded to questions from the Commission regarding the inspection form and permitting process.

Abdu Durar, Environmental Compliance Manager, provided additional information on the Grease Management Program and highlighted the importance to address issues caused by grease-laden waste that result in Sanitary Sewer Overflows and backups. He discussed the current sludge removal process at the Wastewater Treatment Plant and responded to additional questions from the Commission.

Mayor Morse opened the public comments.

Hearing no comments, Mayor Morse closed the public comments.

After discussion and comments from the Commission, Commissioner Dodson moved to approve first reading of an ordinance amending Sections 32-172 through 32-178 of the Code of Ordinances updating the Grease Management Permit Program. Commissioner Butler seconded the motion. On a roll call vote, motion carried 4-0.

ADJOURNMENT

At 7:54 p.m., the Commission adjourned.



Gary S. Fees, MMC, City Clerk