



MINUTES
CITY COMMISSION MEETING
TUESDAY, APRIL 21, 2020
7:00 P.M.

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room via a virtual format. Due to City Hall temporarily closed to the public as precautions associated with the COVID-19 pandemic, participating remotely were Mayor Usha Reddi and Commissioners Wynn Butler, Linda Morse, Mark J. Hatesohl, and Aaron Estabrook were present. Present were City Manager Ron R. Fehr, Deputy City Manager Jason Hilgers, Assistant to the City Manager Jared Wasinger, and City Clerk Brenda K. Wolf.

Also participating remotely were City Attorney Katharine Jackson, Director of Public Works Rob Ott, Fire Chief Scott French, Director of Human Resources Tammy Galvan, Director of Finance Bernie Hayen, City Engineer Brian Johnson, Assistant Director of Public Works for Water and Wastewater Randy DeWitt, Environmental Compliance Manager Abdu Durar, Legal Counsel for the City Bill Frost, Convention and Visitors Bureau (CVB) Director Karen Hibbard, Riley County Police Department Director Dennis Butler, and M2 Development Representative TJ Vilkanaskas.

PLEDGE OF ALLEGIANCE

Mayor Reddi led the Commission in the Pledge of Allegiance.

PROCLAMATION

Mayor Reddi proclaimed May 3-9, 2020, *National Travel and Tourism Week*.

COMMISSIONER COMMENTS

Commissioner Morse stated she was supportive of the Stay-At-Home order but shared her frustration from being cooped up; encouraged the public to shop local, advocated for Go Green Match Day on April 22, 2020, sponsored by the Greater Manhattan Community Foundation; stated the Flint Hills Regionals Council is accepting applications through May 1, 2020, for a new Executive Director; stated she has been tuning in to the Governor's Press Conferences and the Riley County Health Department Facebook, and the White House briefings to stay informed what's going on regarding COVID-19.

COMMISSIONER COMMENTS (CONTINUED)

Commissioner Hatesohl promoted Go Green Match Day and stated the need to open up businesses in the community to get the economy going again.

Commissioner Butler stated the T. Russell Reitz Animal Shelter was open to adopt pets online by making an appointment; that the Riley County Commission opened the brush pile at the Riley County landfill to the public on Tuesdays and Thursdays from 7 am – 3 pm, and that the Downtown Farmers Market opened on Saturday, April 18, 2020, and did an excellent job in promoting social distancing.

Commissioner Estabrook thanked the public for social distancing, thanked the Public Information Team of Vivienne Uccello and Hali Rowland for their work at the Emergency Operations Command Center and for providing information to the public; thanked Chamber President/CEO Jason Smith, Economic Development Director Daryn Soldan, Gina Scroggs, Dennis Cook and Ed Klimek for getting information out about what Federal, state, and local assistance was available; thanked the 502 Media Group and the Greater Manhattan Community Foundation for creating MKH Together; thanked USD 383 for rapid reorganization and roll out of continuous learning, and especially Director of Nutrition Stephanie Smith for distribution of meals; and thanked all those working in grocery stores, gas stations, food providers, nurses, healthcare workers, Riley County Health Department, and Konza Prairie Health Clinic.

Mayor Reddi provided updates from a recent local International Town & Gown meeting and from the Chamber Board of Directors meeting earlier in the afternoon, on Tuesday, April 21, 2020. She mentioned Kansas revenue had a huge shortfall, and Earth Day was on Wednesday, April 22, 2020.

Commissioner Morse and Commissioner Butler mentioned the Riley County Law Board, the City, and the County have started budget discussions.

CONSENT AGENDA (* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, April 7, 2020.

CLAIMS REGISTER NOS. 2941 AND 2942

The Commission approved Claims Register Nos. 2941 and 2942 authorizing and approving the payment of claims from April 1, 2020 – April 14, 2020, in the amounts of \$46,347.67 and \$5,425,203.04, respectively.

CONSENT AGENDA (CONTINUED)

* **RESOLUTION 042120-A – SET GENERAL OBLIGATION BOND 2020-A SALE DATE**

Ron Fehr, City Manager highlighted the item and answered questions from the Commission.

The Commission approved Resolution No. 042120-A setting May 19, 2020, as the date to sell \$16,805,000.00 in General Obligation Bonds (Series 2020-A) for the following: ***Pinehurst Addition*** – Sanitary Sewer (SS1619), Street (ST1604), and Water (WA1617); ***Scenic Crossing Addition*** – Sanitary Sewer (SS1603), Street (ST1601), and Water (WA1602); ***West Anderson Avenue*** – Street (ST1601); ***Lansdowne Addition, Unit Three*** – Sanitary Sewer (SS1604), Street (ST1602), and Water (WA1603); ***Ledge Stone Addition*** – Street (ST1615) and Water (WA1623); ***Ledgestone Ridge Addition*** – Sanitary Sewer (SS1623), Street (ST1620), Multi-Use Trail (SW1601), and Water (WA1628); ***Legacy Ridge Addition*** – Sanitary Sewer (SS1627), Street (ST1616), and Water (WA1624); ***Wells Landing*** – Sanitary Sewer (SS1629); ***West Anderson Avenue*** – Street and Roundabout Improvements (ST0810/ST1621); ***West Anderson Avenue Stormwater Improvements*** – Stormwater (SM1604); ***Airport Commercial/Military Entrance Improvements*** – Stormwater (SM1407); ***Eureka Valley Transmission Waterline Improvements*** – Water (WA1406); and ***K113 & K18 Interchange*** – Street Improvements (ST1214).

* **RESOLUTION 042120-B – SET TEMPORARY NOTE 2020-03 SALE DATE**

Ron Fehr, City Manager, highlighted the item.

The Commission approved Resolution No. 042120-B setting May 19, 2020, as the date to sell General Obligation Temporary Notes Series No. 2020-03 in the amount of \$21,970,000.00 to finance the following: ***The Highlands @ Grand Mere Unit One/Prairie Village @ The Highlands, Unit One*** - Sanitary Sewer Improvements – Internal Infrastructure (SS1715), Street Improvements (ST1705), Water Improvements (WA1710); ***Browning Avenue and Kelly Drive*** – Stormwater Improvements (SM1807); ***Stonehaven Addition, Unit Two*** – Stormwater Improvements (SM1902, SM1904) and Street Improvements (ST1903); ***Kimball Avenue/Browning Avenue & Kelly Drive*** – Stormwater Improvements (SM1812); ***Sanitary Sewer Aerial Crossing*** – Sanitary Sewer Improvements (SS1708); ***NRCS Bank Stabilization*** – Stormwater Improvements (SP1902); ***Anthony and Eisenhower Recreation Center*** – Special Improvements (SP1802); ***Douglass Recreation Center*** – Special Improvements (PR1706); and ***North Campus Corridor-North Manhattan Avenue, Phase 3B*** – Street Improvements (ST1719).

CONSENT AGENDA (CONTINUED)

SELECTION COMMITTEE RECOMMENDATION/NEGOTIATE PROFESSIONAL SERVICES CONTRACT – NORTHWEST WATER TRANSMISSION MAIN (WA1811)

The Commission accepted the recommendation of the Selection Committee; and authorized City Administration to negotiate an Agreement for Professional Engineering Services with Bartlett & West, of Manhattan, Kansas, for the Northwest Water Transmission Main (WA1811) project.

AGREEMENT FOR PROFESSIONAL SERVICES – SOUTH MANHATTAN STORM SEWER INTERCEPTOR IMPROVEMENTS PROJECT(SW2001)

The Commission authorized the Mayor and City Clerk to execute an Agreement for Professional Engineering Services with Olsson, of Manhattan, Kansas, in the amount of \$19,360.00 to complete an evaluation of two alignment options for the routing of the proposed storm sewer crossing the Union Pacific railroad and the Manhattan Levee, as a preliminary matter prior to the design of the South Manhattan Storm Sewer Interceptor Improvements Project(SW2001).

BETTERMENTS REQUEST - UNITED STATES ARMY CORPS OF ENGINEERS (USACE) - SOUTH MANHATTAN STORM SEWER INTERCEPTOR IMPROVEMENTS PROJECT (SW2001)

The Commission authorized the Mayor to submit a Betterments request to the United States Army Corps of Engineers (USACE) for the South Manhattan Storm Sewer Interceptor Improvements Project (SW2001).

AGREEMENT – HUMAN CAPITAL MANAGEMENT PLATFORM (CIP #HR002P)

The Commission authorized the Mayor to execute a bundle subscription agreement with Paylocity Corporation for the implementation of the Human Capital Management (HCM) Platform (CIP #HR0002P).

OUTSIDE CITY SEWER SERVICE AGREEMENT – 3605 & 3609 ANDERSON AVENUE (RONALD E. WELLS)

The Commission approved the Outside City Sewer Service Agreement with Ronald E. Wells, and authorized the Mayor and City Clerk to execute the Outside City Service Sewer Agreement for 3605 & 3609 Anderson Avenue.

* FEE IN LIEU AGREEMENT – WAIVE ON-SITE DETENTION REQUIREMENTS – M2 DEVELOPMENT (SOUTHEAST CORNER OF NORTH MANHATTAN AVENUE AND KEARNEY STREET)

Commissioner Morse requested this item be moved from the Consent Agenda to the first item on the General Agenda.

CONSENT AGENDA (*CONTINUED*)

BOARD APPOINTMENTS – MANHATTAN URBAN AREA PLANNING BOARD

The Commission approved the re-appointment of Neil Parikh, 633 Frey Drive, to a 3-year Alternate City/County term, which will begin May 1, 2020, and will expire on April 30, 2023.

The Commission approved the re-appointment of Gary Stith, 2517 Meadowood Drive, to a 3-year City term, which will begin May 1, 2020, and will expire on April 30, 2023.

After discussion, Commissioner Hatesohl moved to approve the consent agenda with the exception of Item I, FEE IN LIEU AGREEMENT – WAIVE ON-SITE DETENTION REQUIREMENTS – M2 DEVELOPMENT (SOUTHEAST CORNER OF NORTH MANHATTAN AVENUE AND KEARNEY STREET), which was moved to be first on the General Agenda. Commissioner Estabrook seconded the motion. On a roll call vote, motion carried 5-0.

ITEM REMOVED FROM CONSENT AGENDA

FEE IN LIEU AGREEMENT – WAIVE ON-SITE DETENTION REQUIREMENTS – M2 DEVELOPMENT (SOUTHEAST CORNER OF NORTH MANHATTAN AVENUE AND KEARNEY STREET)

Ron Fehr, City Manager, recused himself from discussion on the item.

Brian Johnson, City Engineer, provided information regarding the analysis of the Downtown East Watershed done by Wood Environment & Infrastructure Solutions, Inc., and the 1995 Stormwater Management Master Plan. He then answered questions from the Commission.

TJ Vilkanskas, Back 9 Development, representing M2 Development, provided information regarding the development.

Jason Hilgers, Deputy City Manager; Bill Frost, Legal Counsel for the City; and Rob Ott, Director of Public Works, provided additional information to the Commission and answered questions from the Commission.

ITEM REMOVED FROM CONSENT AGENDA (CONTINUED)

FEE IN LIEU AGREEMENT – WAIVE ON-SITE DETENTION REQUIREMENTS – M2 DEVELOPMENT (SOUTHEAST CORNER OF NORTH MANHATTAN AVENUE AND KEARNEY STREET) (CONTINUED)

After discussion, Commissioner Butler moved to find that the proposed agreement for a fee in lieu provides for the adequate satisfactory arrangements to allow the City Engineer to waive the on-site detention requirements for the development located at the southeast corner of North Manhattan Avenue and Kearney Street, and authorized City Administration to finalize, and the Mayor and City Clerk to execute, the proposed agreement with the developer of the M2 property. Commissioner Estabrook seconded the motion. On a roll call vote, motion carried 4-1 with Commissioner Morse voting against.

City Manager Ron Fehr rejoined the Commission meeting.

GENERAL AGENDA

RILEY COUNTY POLICE DEPARTMENT UPDATE

Dennis Butler, Director, Riley County Police Department, provided an update to the Commission regarding COVID-19 procedures and precautions, crime statistics, firearms range and 2020 and 2021 budgets. He then answered questions from the Commission.

As this was a discussion item, the Commission took no formal action.

2020 FIRST QUARTER REPORT – CONVENTION AND VISITOR'S BUREAU (CVB)

Karen Hibbard, Director, Manhattan Convention and Visitors Bureau, presented the Convention and Visitors Bureau's first quarter report.

Ron Fehr, City Manager, provided additional information regarding the shortfall in Transient Guest Tax revenue and expenditures for 2020.

As this was a discussion item, the Commission took no formal action.

CONSENT ITEM H - PAYMENT PLAN - OUTSIDE CITY SEWER SERVICE AGREEMENT - 3605 & 3609 ANDERSON AVENUE (RONALD E. WELLS)

Ron Fehr, City Manager, asked the Commission for direction on a payment plan for Consent item regarding an outside city sewer agreement.

After discussion, Commissioner Estabrook moved to go forward with a payment plan as outlined by the City Manager in the memo to the City Commissioners (*\$1,000 down at execution of the contract and 5 monthly payments beginning May 22, 2020, for the remaining balance of \$4,162.72 at a 4% interest rate*). Commissioner Hatesohl seconded the motion. On a roll call vote, motion carried 5-0.

GENERAL AGENDA (CONTINUED)

COVID-19 UPDATES AND DISCUSSION

Ron Fehr, City Manager provided local and statewide updates received for the day. He summarized recent adjustments and reductions that have been made for approximately \$3.5 - \$4 million in cost savings to offset major revenue shortfalls of an estimated \$3 million - \$8 million in sales taxes and other sources expected for the remainder of the 2020 budget year due to COVID-19 pandemic. He answered questions from the Commission.

The Commission provided feedback on potential reductions in which the Commission could make.

As this was a discussion item, the Commission took no formal action

EXECUTIVE SESSIONS

Commissioner Butler moved to recess into Executive Session to discuss the purchase of property for public works purposes, pursuant to the exception set forth in K.S.A. 75-4319(b)(6) related to preliminary discussions related to the acquisition of real estate, and to resume the open meeting at 10:30 p.m. via the City's virtual meeting outlets open to the public. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

At 10:30 p.m., the Commission reconvened with Mayor Reddi and Commissioner Butler, Commissioner Morse, Commissioner Hatesohl, and Commissioner Estabrook in attendance. Mayor Reddi stated that no binding action was taken during Executive Session, therefore no vote in the open meeting is needed.

Commissioner Butler moved to recess into Executive Session to discuss the terms of the agreement between City Administration and Local 2275, International Association of Fire Fighters that presently need to remain confidential, pursuant to the exception set forth in K.S.A. 75-4319(b)(3) related to employer-employee negotiations, and to resume the open meeting at 10:52 p.m. via the City's virtual meeting outlets open to the public. Commissioner Morse seconded the motion. On a roll call vote, motion carried 5-0.

At 10:52 p.m., the Commission reconvened with Mayor Reddi and Commissioner Butler, Commissioner Morse, Commissioner Hatesohl, and Comm. Estabrook in attendance. Mayor Reddi stated that no binding action was taken during Executive Session, therefore no vote in the open meeting is needed.

ADJOURNMENT

At 10:55 p.m., the Commission adjourned.


Brenda K. Wolf, CMC, City Clerk