



MINUTES
CITY COMMISSION MEETING
TUESDAY, JANUARY 19, 2021
7:00 P.M.

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Wynn Butler and Commissioners Linda Morse, Mark J. Hatesohl, Aaron Estabrook, and Usha Reddi were present. Also present were City Manager Ron Fehr, Deputy City Manager Jason Hilgers, Assistant City Manager Dennis Marstall, Assistant to the City Manager Jared Wasinger, City Attorney Katharine Jackson, City Clerk Brenda K. Wolf, 2 City staff, and approximately 4 interested citizens.

Participating remotely were Director of Community Development Eric Cattell, Director of Human Resources/Interim Director of Finance Tammy Galvan, Assistant Director of Finance Rina Neal, and Legal Counsel for the City Bill Frost.

NOTE: The City Commission Meeting was open to the public. The public was able to make in-person comments but due to precautions associated with the COVID-19 pandemic, seating for the public was limited. In lieu of coming to City Hall, written public comments for any item on the agenda were able to be submitted through the City's website at <https://cityofmhk.com/> and were distributed to all members of the City Commission before the meeting, or by emailing or calling the Commissioners directly.

PLEDGE OF ALLEGIANCE

Mayor Butler led the Commission in the Pledge of Allegiance.

COMMISSIONER COMMENTS

Commissioner Reddi congratulated the community award winners Dr. Cheryl Grice, Reverend Jonalu Johnstone, and Sharon Patterson Davis who were recognized at the Martin Luther King Committee awards ceremony held on Saturday, January 16, 2021. She mentioned that small businesses should go to the Small Business Development Center by March 31, 2021, to see if eligible for Small Business Administration (SBA) Paycheck Protection Program (PPP) funds, updates or forgiveness loans. She congratulated Commissioner Morse who was appointed chair of the Riley County Law Enforcement Board on Tuesday, January 19, 2021. She mentioned that the City was accepting Request for Proposals for design of a mural at the Douglass Center.

COMMISSIONER COMMENTS (CONTINUED)

Commissioner Estabrook encouraged the public to watch recent Martin Luther King Jr. events which were available online. He announced that he was the chair of Flint Hills ATA Advisory Board.

Commissioner Morse stated that she was elected Chair and Bob Ward was elected Vice Chair of the Riley County Law Enforcement Board. She mentioned that the Flint Hills Regional Council (FHRC) would be meeting on Friday, January 22, 2021, and complimented Christy Rodriguez and Janna Williams for the excellent job they are doing. She also complimented the Martin Luther King Jr. Committee for the professional and well-done virtual events they conducted. She cautioned the public about the seriousness of COVID-19 now and in the months ahead and to continue to cautious for everyone's safety.

CONSENT AGENDA (* denotes those items discussed)

MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, January 5, 2021.

CLAIMS REGISTER NOS. 2960 AND 2961

The Commission approved Claims Register No. 2960 and No. 2961 authorizing and approving the payment of claims from December 28, 2020 – January 12, 2021, and January 1, 2021 – January 12, 2021, in the amounts of \$2,358,635.36 and \$1,908,101.92, respectively.

LICENSES

The Commission approved a Merchant Guard Agency License for calendar year 2021 for Allied Universal Security Service, 161 Washington Street Suite 600, Conshohocken, Pennsylvania, and Bradley Technologies Incorporated, 1700 Rockville Pike Suite 200, Rockville, Maryland; an annual Cereal Malt Beverages Off-Premises License for Dillon's #15, 130 Sarber Lane, and Kwik Shop #733, 1337 Anderson Avenue; and an annual Cereal Malt Beverages On-Premises License for Bandit Coffee Café, 5500 Fort Riley Boulevard.

SET PUBLIC HEARING DATE - SPECIAL ASSESMENTS (GENERAL OBLIGATION BOND SERIES 2021-A)

The Commission set February 2, 2021, as the date to hold a public hearing levying special assessments against the benefiting properties in the following 10 projects,

CONSENT AGENDA (CONTINUED)

SET PUBLIC HEARING DATE - SPECIAL ASSESMENTS (GENERAL OBLIGATION BOND SERIES 2021-A) (CONTINUED)

which have been completed: *Heritage Square North Addition* – Sanitary Sewer (SS1701), Street (ST1701), and Water (WA1701); *The Highlands at Grand Mere, Unit One* – Sanitary Sewer, (SS1715), Street (ST1705), and Water (WA1710); and *Northwing Addition, Unit Two* – Sanitary Sewer (SS1718), Storm Drainage (SM1709), Street (ST1709), and Water (WA1712).

* **REQUEST FOR PROPOSALS - PROFESSIONAL SERVICES - WATER TREATMENT PLANT BOOSTER PUMP STATION CAPACITY UPGRADES PROJECT(WA2021, CIP #WA135P, #WA152E AND #WA032E)**

The Commission authorized City Administration to seek qualifications for professional services, and appointed Mayor Butler to serve on the Selection Committee for the Water Treatment Plant Booster Pump Station Capacity Upgrades Project (WA2021, CIP #WA135P, #WA152E and #WA032E).

AWARD CONTRACT - SCENIC CROSSING, UNIT 4 – SANITARY SEWER (SS1922), STREET (ST1917), AND WATER (WA1922, WA2023) IMPROVEMENTS

The Commission found Bayer Construction Company, Inc., of Manhattan, Kansas, is the lowest and best responsible bidder, based on the recommendation of Alfred Benesch & Company and the factors they outlined, and on staff's recommendation; accepted the Engineer's Opinion of Probable Cost in the total amount of \$1,171,806.00; and awarded and authorized the Mayor and City Clerk to execute a construction contract in the total amount of \$712,897.50 with Bayer Construction Company, Inc., of Manhattan, Kansas, for the Scenic Crossing, Unit 4, Sanitary Sewer (SS1922), Street (ST1917), and Water (WA1922, WA2023) Improvements.

CITY-STATE AGREEMENT NO. 183-20 – SAFE ROUTES TO SCHOOL, PHASE IIC, INFRASTRUCTURE PROJECT (PD2001)

The Commission authorized the Mayor and City Clerk to execute City-State Agreement No. 183-20 with KDOT with maximum State participation of \$238,444.00 and total estimated project cost of \$325,484.00 for the Safe Routes to School, Phase IIC, Infrastructure (PD2001) project.

AGREEMENT – OUTSIDE CITY LIMIT SANITARY SEWER AND WATER CONNECTION - 2853 KIRKWOOD DRIVE (TOM AND RUTH ABBOTT)

The Commission authorized the Mayor and City Clerk to execute an Agreement with Stephen Thomas Abbott and Ruth Abbott for outside city limits sanitary sewer service connection and water service connection for the property located at 2853 Kirkwood Drive, Manhattan, Kansas, Riley County.

CONSENT AGENDA (*CONTINUED*)

AGREEMENT – LEVIN PROPERTIES – AGGIEVILLE PARKING GARAGE (AG1903)

The Commission authorized the Mayor and City Clerk to execute a proposed Agreement with Levin Properties, LC for the purchase of necessary interests needed for the Aggieville Parking Garage project (AG1903).

AMENDMENT - EXTENSION TO TRANSFER REAL ESTATE AT LEE MILL VILLAGE – USD 383

The Commission approved an amendment granting the extension to transfer the real estate to USD 383 at Lee Mill Village on or before December 31, 2028.

STRATEGIC PLAN COMMUNITY PROJECT COMMITTEE

Ron Fehr, City Manager, and Jared Wasinger, Assistant to the City Manager, answered questions from the Commission.

The Commission approved the establishment of the proposed Strategic Plan Community Project Committee; and authorized City Administration to finalize the list of individuals (*See Attachment No. 1*) to serve on the Committee.

BOARD APPOINTMENTS - FLINT HILLS DISCOVERY CENTER ADVISORY BOARD

The Commission approved the following appointments to Flint Hills Discovery Center Advisory Board.

Re-appointment of Susan Rensing, 441 Edgerton Ave, to a three-year resident term, which will begin February 1, 2021, and will expire January 31, 2024.

Appointment of Rose Bacon, 1181 Four Mile Road, Council Grove, to a three-year non-resident term, which will begin February 1, 2021, and will expire January 31, 2024.

Mayor Butler opened the public comments.

Hearing no comments, Mayor Butler closed the public comments. There were no written public comments submitted for this item.

After discussion, Commissioner Reddi moved to approve the consent agenda. Commissioner Estabrook seconded the motion. On a roll call vote, motion carried 5-0.

GENERAL AGENDA

ORDINANCE NO. 7520 AND RESOLUTION NO. 011921-A – ESTABLISH - AIRPORT PUBLIC PARKING FACILITIES – RULES, REGULATIONS, AND FEES

Jesse Romo, Airport Director, presented the item.

Jesse Romo, Airport Director, and Ron Fehr, City Manager, answered questions from the Commission.

Mayor Butler opened the public comments.

Hearing no comments, Mayor Butler closed the public comments. There were no written public comments submitted for this item.

After discussion, Commissioner Estabrook moved to approve Ordinance No. 7520 and Resolution No. 011921-A establishing revenue-producing airport public parking facilities at the Manhattan Regional Airport and setting the parking rules, regulations and fees. Commissioner Hatesohl seconded the motion. On a roll call vote, motion carried 5-0.

DISCUSSION – ESTABLISHING HOUSING ADVISORY BOARD

Dennis Marstall, Assistant City Manager, presented the item.

Mayor Butler opened the public comments.

Jason Smith, Chief Executive Officer and President, Manhattan Area Chamber of Commerce, stated how critical the discussion of housing is to the economic development efforts in the community. He mentioned that the Chamber supported the formation of the Housing Advisory Board to help provide research on best housing practices and to develop recommendations on work force housing initiatives and suggested clarification of two key issues with the first being that the funds generated from the November 7th Sales Tax Initiative must be used for workforce housing and the second being the proposed makeup of the Board and that there were no designated seats specifically outlined for the private sector in housing, development, construction, sales and financing.

Hearing no other comments, Mayor Butler closed the public comments. There was one (1) written public comment submitted for this item.

Mayor Butler stated that the outcome from the discussion was to refine the mission and purpose of the Board so that it is clear work force housing and then housing security, and in regards to the last eight positions, to make certain that there are people immersed in the housing business so that there is a balanced board in which a portion of people understand the work force piece and a portion that understands the housing security piece.

GENERAL AGENDA (CONTINUED)

DISCUSSION – ESTABLISHING HOUSING ADVISORY BOARD (CONTINUED)

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

ADJOURNMENT

At 8:17 p.m., the Commission adjourned.



Brenda K. Wolf, CMC, City Clerk

| First Name | Last Name | Place of Employment / Occupation or Title |
|-------------------|------------------|--|
| Anne | Higley | Manhattan Public Library / Circulation Assistant |
| Ben | Burton | SMH Consultants / Real Estate Professional |
| Bo | Harris | HCI Hospitality - General Manager |
| Brett | Seidl | KSU Foundation / Senior Director of Development |
| Chase | Blaha | Chase Life Chiropractic / Chiropractor |
| Cheryl | Wiles | State Beauty Supply / Sales |
| Daphne | McNelly | Flint Hills ATA Bus / Executive Administrator |
| Derek | Richards | Alliance Realty / Owner/Broker |
| Dominique | Saunders | KDHE / Program Manager |
| Dustin | Duntz | USD 383 / High School Counselor |
| Fanny | Fang | Mama Fang's Asian Market - Chief People Officer |
| Felicia | Jefferson | Wingstop / Shift Lead |
| Greg | Doering | Kansas Farm Bureau / Writer/Photographer |
| Jack | Platt | USD 383 / Asst. Dir. of Facilities and Maintenance |
| Janae | McKinney | Kansas Farm Bureau / YF&R and Collegiate Programs Coord. |
| Jeff | Ebeck | Office of Recruitment and Admissions - Ambassador |
| Jessica | Elmore | KSU Alumni Association / Asst. Dir. of Diversity Programs |
| Joshua | Brewer | Manhattan Area Habitat for Humanity / Executive Director |
| Kaleb | James | 513 / Senior Business Analyst |
| Kara | Titus | Kansas Gas Service / Community Relations Manager |
| Karen | Hummel | Retired |
| Lacy | Folsom | 3Rivers - Personal Care Attendant |
| Lee | Modesitt | Kansas Insurance Department / Director of Gov Affairs & Comm |
| Linda | Teener | UFM/KSU / Executive Director |
| Maureen | Sheehan | KSDVL / Microbiologist |
| Micky | Jensen | Retired, Anthony Middle School / Art teacher |
| Myron | Kryschtal | Retired / Colonel, US Army, Retired |
| Nick | Whitney | Anderson Knight Architects / Architect |
| Patricia | Satterlee | State of Kansas-DHCF / Program Consultant |
| Phil | Mattox | Retired / Brigadier General USARMY retired |
| Rebecca | Klingler | Pediatric Associates of Manhattan / Physician |
| Samuel | Leyba | Caffey Johnson ingles / Paralegal |
| Sara | Haggard | Kansas State University - Student |
| Stacia | Mendoza | Kansas State University - Student |
| Thomas | Lane | K-State / VP for Student Life / Dean of Students |