

CITY OF COUNCIL GROVE · 205 UNION STREET · PO BOX 313

COUNCIL GROVE, KS 66846 · 620-767-5417 · COUNCILGROVE.COM

City Council Agenda January 7, 2025 5:30 P.M. - City Hall

WELCOME AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC MEETING

• Presentation and discussion for wastewater improvements for the City of Council Grove.

Minutes from the Previous Meeting:

Page 2

Pages 3 - 4

Este. Cost

Este. Cost

INVOCATION

PUBLIC COMMENT PERIOD

Items not already on the agenda may be brought before the Governing Body. People must sign in to be eligible. (Three-minute maximum time limit). After three minutes, items will then be voted on to see whether to place the item on the next agenda.

CONSENT AGENDA:

| | | | | 8 | | |
|---|--|-------------------|---------------|-------------|--|--|
| | Appropriations: | | | | | |
| | Cabin Transfers: N/A | | | | | |
| | • Renewal: Club Liquor Lic | ense – Hays House | | Pages $5-7$ | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost: | | |
| OLD BUSI | NESS: | | | | | |
| City Lake Platt: Kaw Valley Engineering: Update | | | | | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost: | | |
| Swab Eaton – City Lake Water/Sewer: Update | | | | | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost: | | |
| • Ec | onomic Impact Study: Update | | | Pages 8 - 9 | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost: | | |
| NEW BUS | INESS: | | | , | | |
| • Wa | ater Plant Ozone Options Evalua | ering Consultants | Pages 10 - 13 | | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost | | |
| • Ri | verwalk Park/Amphitheater Fen | | Pages 14 - 18 | | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost | | |
| • Re | quest for Water Service/Annexa | Page 19 | | | | |
| Motion: | Seconded: | Action: | Abstention: | Este. Cost | | |
| • 4 th | of July Discussion | | | | | |
| | | | | | | |

Abstention:

Abstention:

Action:

Action:

Governing Body Comments:

Seconded:

Seconded:

Time Capsule Discussion: Nathan Adams

Adjournment:

Motion:

Motion:

PUBLIC MEETING

The City of Council Grove, Kansas will hold a public meeting on January 7, 2025, at 5:30 p.m. in Council Grove City Hall at 205 N Union St, Council Grove, KS 66846 to present and discuss the alternatives for the wastewater collection system project. The improvements will be funded under the low interest State Revolving Loan Fund Program through the Kansas Department of Health and Environment. The Loan application will include funding for the following improvements:

Wastewater collection system improvements consist of televising, cleaning, and lining an estimated 10,050 linear feet of piping, repairing approximately 175 service taps, replacing approximately 1,750 linear feet of 4" service pipe, repairing approximately 35 sewer main point defects, installation of approximately 800 linear feet of 8" sewer main, replacing a sewer main aerial crossing, and making repairs or replacing approximately 21 manholes. The project will also include associated pavement replacement, pre- and post-construction CCTV inspection, and other related miscellaneous appurtenances. The proposed project has an estimated cost of \$3,162,750.00.

The anticipated amount of the loan application request will be \$3,162,750.00 and the total project cost is estimated at \$3,162,750.00. The alternatives will be discussed at the public meeting.

City Council Meeting Minutes December 17, 2024

WELCOME AND CALL TO ORDER

Mayor Debi Schwertfeger called the regular City Council Meeting to order. Council members present were Jason Booker, Mark Berner, Denise Hartman, Sean Honer, Nathan Adams and Sharon Haun through Zoom, also present were the City Administrator Nick Jones Others attending were Jan Sciacca, Karen Exon, Shelley Dunham, Ryan McDonald, Brian Foster, Angie Schwerdtfeger, Pastor Billy Kryger, Taylor Adams, Vern Hay, Joe Kyas, Jesse Knight PLEDGE OF ALLEGIANCE:

INVOCATION: Pastor Billy Kryger

PUBLIC COMMENT: N/A

CONSENT AGENDA:

Councilperson Denise Hartman made a motion to approve the Consent Agenda as presented in the packet. Councilperson Sean Honer seconded the motion. Motion Carried 6-0 The consent agenda consisted of:

- December 3, 2024, Minutes
- December 3, 2024, to Current Appropriations.
- Cabin Transfers: N/A
- Renew Application for License to sell Cereal Malt Beverages: SaddleRock Café
- Renew Application to sell Cereal Malt Beverages in original and unopened containers and not for consumption on the licensed premise: SaddleRock Café

OLD BUSINESS

Swab Eaton Water and Sewer Update: Stuart Porter

Stuart Porter with Swab Eaton presented to the Council updated cost and options for water and sewer at the Council Grove City Lake. Porter estimated the total construction cost for urban water distribution system and enhanced fire protection at \$8,446,405, Sewer collection system with onsite treatment at the airport \$17,025,971.60, and overhead cost of \$2,963,000.00 for a total of \$19,988,971.60. Porter also updated the original option to pump sewer to the city lagoons and rehabilitation of the existing sewer lines and manholes at a total construction cost of \$731,720 along with adding a wetland cell with irrigation at total construction cost of \$1,368,400. Porter said this option will go along with the urban water distribution system with enhanced fire protection total construction cost of \$22,876,731.40. Porter said funding would come from USDA and KDHE and he said we need to engage the funding agencies and see what is available for a project of this size. Porter also said that it is currently hard to predict what kind of grant funding is available with KDHE and USDA funding other large projects. City Administrator Nick Jones said the current annual inspections found 27 septic systems had failed inspection and 23 of those systems have been repaired with 4 systems still not in compliance. Administrator Jones also said that there are currently 33 septic systems that have not had an inspection or have not submitted inspection results. After discussion Councilperson Jason Booker made a motion to engage with the funding agencies. The motion was seconded by Councilperson Sean Honer. Motion carried 6 - 0

• BG Consultants - City Sewer Project: Contract: Brian Foster

Brian Foster with BG Consultants joined the meeting virtually to go through the contract agreement and answer any questions from the Council. Foster went through the Sanitary Sewer Improvements, Option 1—Collection System Pipelining & Repairs with a project cost of \$3,162.750. Foster said the cost of a KDHE 20-year with the city not paying the \$223,000 for design user fee will be an additional \$17.40 a month per user and if the city paid the design fee of \$223,000 the user fee will be \$16.20 a month. If the city chooses the KDHE 30-year loan with the city not paying \$223,000 for design the user fee will be an addition \$13.50 a month and if the city paid the design fee of \$223,000 the user fee will be \$12.60 a month. Foster recommended the Council apply for the full amount including the design fee and said the amount can be adjusted if need be. A motion was made by Councilperson Sean Honer to approve the contract agreement. The motion was seconded by Councilperson Mark Berner. Motion carried 6—0

• Safe Routes to School: Update

 City Administrator Nick Jones told the Council that Bettis will shut down starting on December 20th until the end of January and will be back when weather allows. Administrator Jones said Bettis will finish up ramps the sidewalk entrances and make them useable.

NEW BUSINESS

Office Committee Recommendation: Appointment of Kamryn Smith - Court Clerk/Admin.
 Assistant

Mayor Debi Schwerdtfeger read the recommendation from the Office Committee for the Council to appoint Kamryn Smith to Court Clerk/Administrative Assistant at a pay rate of \$17.25 per hour with the possibility of going to \$17.50 after a 3-month probationary period. The appointment is contingent on passing a background check and drug and alcohol screening. This appointment will be effective on January 6, 2025. A motion was made by Councilperson Jason Booker to approve the appointment. The motion was seconded by Councilperson Mark Berner. Motion carried 6 – 0

GAAP Wavier: 121724-01

Mayor Debi Schwerdtfeger the read GAAP Waiver Resolution 121724-01 waiving the generally accepted accounting principles (GAAP) in preparation of the financial statements and reports for the City of Council Grove, Kansas for 2024 to be prepared in conformity with the requirements of K.S.A 75-1120a(a). A motion was made by Councilperson Sean Honer to approve the resolution. The motion was seconded by Councilperson Jason Booker. Motion carried 6-0

• Employee Holiday:

City Administrator Nick Jones told the Council that he spoke to the Department Heads, and they would like Monday December $23^{\rm rd}$ off as the Holiday bonus for their departments in lieu of a gift card. Administrator Jones said essential personnel who are scheduled to work oi be on-call would receive an alternate day off. A motion was made by Councilperson Denise Hartman to approve the day $23^{\rm rd}$ off. The motion was seconded by Councilperson Nathan Adams. Motion carried 6-0

GOVERNING BODY COMMENTS

- Mayor Debi Schwerdtfeger N/A
- Councilperson Mark Berner N/A
- **Councilperson Denise Hartman** Have a safe and Merry Christmas and end of year.
- Councilperson Sean Honer N/A
- Councilperson Nathan Adams N/A
- Councilperson Sharon Haun Wished everyone a Happy Holidays
- Councilperson Jason Booker Thanked the Mayor for the Chocolate
- City Attorney Brian Henderson Absent
- Assistant City Attorney Molly Priest Absent
- City Administrator Nick Jones Wished everyone a Merry Christmas
- Mayor Schwerdtfeger asked for a motion to adjourn. Councilperson Denise Hartman made a motion to adjourn. Councilperson Mark Berner seconded the motion.
 Motion carried 6 – 0

| Debi Schwerdtfeger | Mayor |
|--------------------|--------------------|
| ATTEST: | |
| Nick Jones | City Administrator |

FO THE GOVERNING BODY OF THE CITY OF COUNCIL GROVE, MORRES COUNTY, KANSAS

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| 7. Have you ever been convicted or adjudged guilty of drunkenness? |
| If so, when and where? |
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| 9. Have you ever been convicted of a violation of any state or | federal intoxication law? |
| If so, when and where? | |
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| 10.1s your place of business to be conducted by a manager or | agent? |
| If so, by whom? Rendy Dickson | |
| 11. What is your Kansas State Liquor License No.? | 11045 |
| 11. What is your Kansas State Liquor License No.? What is the expiration date of your State Liquor License? | 6/10/2026 |
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| PLEASE ATTACH A COPY OF Y | OUR STATE LIQUOR LICENSE |
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| 12. Please enclose the City Liquor License Fee of \$300.00 w | /ith your application |
| the sale or distribution of alcoholic beverages, and do hereby a licensed and bonded under the laws of the State of Kansas, and alcohol beverage license, by proper officials, for the violation | agree to purchase all alcoholic beverages from a wholesaler d do further consent to the immediate revocation of my |
| Signature of Applicant | City Clayle |
| in the state of Approvate | City Clerk |
| | |
| PPLICATION APPROVED ON THIS day of | 90 |
| | |
| y the Mayor and Governing Body of the City of Council Groven | ve, Morris County, Kansas. |
| TY LICENSE NUMBER | |

Kansas Alcoholic Beverage Control Division Liquor License

Drinking Establishment

OWNER NAME: Out of Grass Cattle Co Corp

DBA: Hays House

ADDRESS: 112 W Main Street

Council Grove, KS 66846-1703

LICENSE NO: 11045

The licensee named above has been granted a liquor license by the Kansas Department of Revenue, Alcoholic Beverage Control Division. This license is neither transferable nor assignable and is subject to suspension or revocation.

PRIVILEGES:

Allows the licensee to sell and serve alcoholic liquor and cereal malt beverage for consumption on licensed premises; serve free samples of alcoholic liquor and cereal malt beverage; redeem drink coupons in arrangement with a hotel; and other activities as authorized by K.S.A. 41-2642.

AGREEMENT:

By accepting this license, the licensee agrees to conduct business in compliance with all applicable federal, state, county and city statutes and regulations.

Debli Beavers

Debbi Beavers
Director, Alcoholic Beverage Control

Mark A. Burghart Secretary of Revenue

Mark a. Bugient

EFFECTIVE: 06/11/2024

EXPIRES:

06/10/2026

THIS LICENSE MUST BE FRAMED AND POSTED ON THE PREMISES IN A CONSPICUOUS PLACE

IMPORTANT INFORMATION

Contact the ABC Licensing Unit at 785-296-7015 or email Kdor_abc.licensing@ks.gov if you have any:

- questions regarding this license
- changes to your business name, location, ownership or officers
- questions about filing gallonage tax; if applicable

Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at http://www.ksrevenue.gov/abccontact.html

Contact the Miscellaneous Tax Segment at 785-368-8222 or email Kdor_miscellaneous.tax@ks.gov if you:

- need assistance with liquor drink or liquor enforcement taxes
- have questions about liquor drink tax bonds, bond relief or bond release

CLOSING YOUR BUSINESS

If you are closing your business, you must surrender your liquor license and complete the form at https://www.ksrevenue.gov/pdf/abc824.pdf

OUR CITY PLANNING LLC

6841 Woodson Street Overland Park, KS 66204

December 10, 2024

Submitted to:

City of Council Grove, Kansas

Overview:

This proposal outlines the development of an **Economic Impact Study** related to the annexation of city-owned property around the Council Grove City Lake in accordance with KSA 12-520c. The study will comprehensively evaluate the impact of annexation across **fourteen specific areas required by the County Commission**, incorporating data and analyses contributed by other contractors engaged in the project. The final report will be designed to inform key stakeholders, support decision-making, and meet statutory requirements.

Scope of Work:

1. Analysis of Fourteen Statutory Areas:

The report will address the following areas of consideration per KSA 12-520c:

- Impact on property tax rates
- Availability and costs of municipal services
- Effects on property values and assessments
- Impact on public infrastructure and facilities
- Changes to land use and zoning
- Public safety and law enforcement implications
- Environmental and natural resource effects
- Economic development opportunities or constraints
- Fiscal impact on the city and county budgets
- Changes in governance or representation
- Effects on existing utilities and services agreements
- · Impact on local school districts
- Potential benefits to the community and residents
- Anticipated challenges or adverse effects of annexation

Input from other contractors will be integrated to ensure a robust and thorough analysis of these areas.

2. Stakeholder Engagement and Presentations:

To ensure transparency and facilitate stakeholder understanding, the consultant will prepare and deliver three presentations:

- Community Presentation: Overview of the study findings tailored for the general public.
- City Council Presentation: In-depth briefing with actionable recommendations for the city leadership.
- Morris County Commission Presentation: Focused on statutory compliance and the interests of county officials.

3. Report Preparation and Submission:

- Develop a comprehensive report incorporating data from multiple contributors.
- Present findings clearly and concisely, ensuring accessibility for diverse audiences.
- Submit the finalized report by January 10, 2025 (close of business).

Timeline:

- Project Start: Upon approval of this proposal.
- **Data Integration and Analysis:** Collaborate with other contractors to compile and interpret findings.
- Draft Report: Delivered for review two weeks prior to the deadline.
- Final Report Submission: January 10, 2025. (or 30 days after commencement of contract)

Deliverables:

- 1. Comprehensive Economic Impact Study Report
- 2. Slide decks and materials for three presentations
- 3. Executive summary for quick reference



EXHIBIT A

A. Project Description:

1. The Project shall consist of and evaluation of the existing ozone treatment system to establish options for replacement. The Project shall also include evaluation of the existing water treatment facility (WTF) structures, infrastructure, treatment processes, equipment and operations; determination of future flow and loading conditions for a 20-year planning period; determination of improvements needed to address current deficiencies and to meet future capacity needs and regulatory requirements; development of a Facility Plan with recommendations, estimated costs and phased implementation.

B. Anticipated Project Schedule:

- 1. PEC shall commence its services on the Project within 7 days afterreceiving CLIENT's notice to proceed.
- 2. PEC and CLIENT anticipate that the draft Facility Plan will be completed within 180 days after receiving the information included in the Data Request.
- 3. CLIENT acknowledges that directed changes, unforeseen conditions, and other delays may affect the completion of PEC's services. PEC will not have control over or responsibility for any contractor or vendor's performance schedule.

C. Project Deliverables:

- 1. This Project Deliverables shall consist of the following:
 - a) Draft Facility Plan
 - b) Final Facility Plan

D. Scope of Services:

- 1. Project Management:
 - a) Development and management of the project schedule, preparation and distribution of project progress meeting agendas and minutes, and City communications.
 - b) Coordination and management of staff work efforts, all project deliverables, meeting coordination, and coordination of quality control and assurance efforts.
 - c) Planned project meetings with City and stakeholders as follows:
 - 1) Kick-off meeting to confirm scope items, establish project schedule, and discuss initial project items.
 - 2) Initial facility evaluation site visit.
 - Workshop to review the initial facility evaluation information and develop criteria to assess risk and prioritize recommended improvements.
 - 4) Workshop to review the Draft Facility Plan.



2. Data Gathering and Review:

- a) Prepare and submit formal data request to City for information needed to develop the Facility Plan. Information requested will include, but is not limited to:
 - 1) Influent, operational and effluent data for the last 5 years to include, but not be limited to: sampling data, power consumption, equipment inventory, maintenance and repair records, asset management system infrastructure and equipment rating system as available, as-built drawings for improvements since original construction, most recent engineering reports/facility plans.
 - 2) Review received data, identify any gaps, and discuss with City to resolve gaps and any additional needed information.

3. Evaluation of Ozone System Options:

- a) Determine and evaluate up to 3 options for ozone treatment system manufacturers to be evaluated
- b) Develop a decision matrix with the CLIENT including items for comparison, scoring system, and criteria weighting. Broad categories to compare may include company information (time in business, location, installations, warranty), financial considerations (capital costs, operational costs, life cycle costs), equipment delivery times, physical dimensions and weights, and operational and maintenance requirements.
- c) Obtain information from selected manufacturers and develop decision matrix for review with CLIENT.

4. Existing Facility Evaluation:

- a) Regulatory Review:
 - 1) Review and analyze historical plant data to determine existing and future compliance capability of the existing facility.
 - 2) Evaluate future known regulatory conditions that could impact plant processes or performance requirements.
 - Additional drinking water regulations that are or could be applicable to the City's WTF include the following:
 - i. Surface Water Treatment Rule additions (Interim Enhanced Surface Water Treatment Rule (IESWTR), Long-Term Enhanced Surface Water Treatment Rule (LT1ESWTR) and Long-Term Enhanced Surface Water Treatment Rule (LT@ESWTR)).
 - Disinfection By-Product Rules (Stage 1 and Stage 2 Disinfectants and Disinfection By-Products Rules, Stage 1 DBPR and Stage 2 DBPR
 - iii. Total Coliform Rule (TCR)
 - iv. Lead and Copper Rule (LCR)
 - v. Filter Backwash Recycling Rule (FBRR)



- b) Existing Facility Assessment and Capacity Condition Evaluation:
 - 1) Discipline specific engineers will conduct an onsite visit to visually observe the equipment, processes, site, structures, and the electrical and mechanical systems of the water treatment plant facility. An architect will visually observe the doors, windows, exterior treatment, and other architectural components.
 - 2) Perform a focused capacity/condition assessment:
 - i. Assessment will occur on same day as the Kick-off meeting.
 - ii. Engineers will consult with City operations staff prior to engaging in field activities.
 - 3) Activities to include high-level desktop assessment analysis of the capacity, performance and necessity of unit processes; code issues relative to new improvements; potential future regulatory impact; energy and maintenance cost savings opportunities; and system conditions.
 - 4) Provide an initial summary of existing conditions within 30 days of onsite visit. Summary will identify immediate concerns only; no detailed alternatives or recommendations will be included in the initial summary.

5. Alternatives Evaluation:

- a) Develop scoring criteria for analysis based on the collaboratively review weighting established with the City.
 - 1) Identify and quantify project goals and risks, consequences of failure, and economic impacts.
- b) Evaluate a maximum of two (2) improvement alternatives for the areas and provide a recommendation.
- Develop opinions of probable cost with 30-percent contingency and conceptual life cycle costs for each of the recommended improvement alternatives.
- d) Develop a prioritized list of recommended projects based on the following project priorities:
 - 1) Improvements and/or repairs of WTF processes and infrastructure.
 - 2) Capacity and projected flows over a 20-year planning period based on the current and anticipated service area, population growth and other relevant factors.
 - 3) Optimization of existing WTF operations.

6. Reports:

a) Incorporate the WTF evaluations into a Draft Facility Plan and submit electronically to the CLIENT for review. Conduct a review meeting with the CLIENT to discuss the draft Facility Plan and incorporate CLIENT comments into the Final Facility plan. Submit an electronic Final Facility Plan to the CLIENT. Hard copies of the Draft and Final Facility Plan shall be submitted to the CLIENT upon request.



E. Additional Responsibilities of CLIENT:

The CLIENT agrees to provide the following pursuant to PEC accomplishing the Scope of Services outlined herein.

- 1. Coordination of access as required for project needs.
- 2. Review submitted reports and documents in a timelymanner.
- 3. Provide sampling results, treatment system drawings and operation data, and other information as requested and available in a timely manner.
- 4. PEC may rely on CLIENT furnished information without independent verification.

F. Additional Services:

The following services can be provided by PEC at an additional cost by Supplemental Agreement:

- 1. Design or assistance with implementation of recommended improvements.
- 2. Field survey or geotechnical investigations.
- 3. Activities associated with water right acquisition, including correspondence with DWR or other water rights owners.
- 4. Communication with regulatory agencies on behalf of the City outside of what is noted in the scope.
- 5. Review or evaluation of the CLIENT's water distribution system including capacity, condition, or potential development.
- 6. Distribution system evaluation, storage evaluation, water modeling and flow testing.
- 7. Surface Water Treatment Rule Disinfection Requirements, specifically evaluation of CT (disinfection residual concentration; contact time).

G. Exclusions:

The following shall be specifically excluded from the Scope of Services to be provided by PEC.

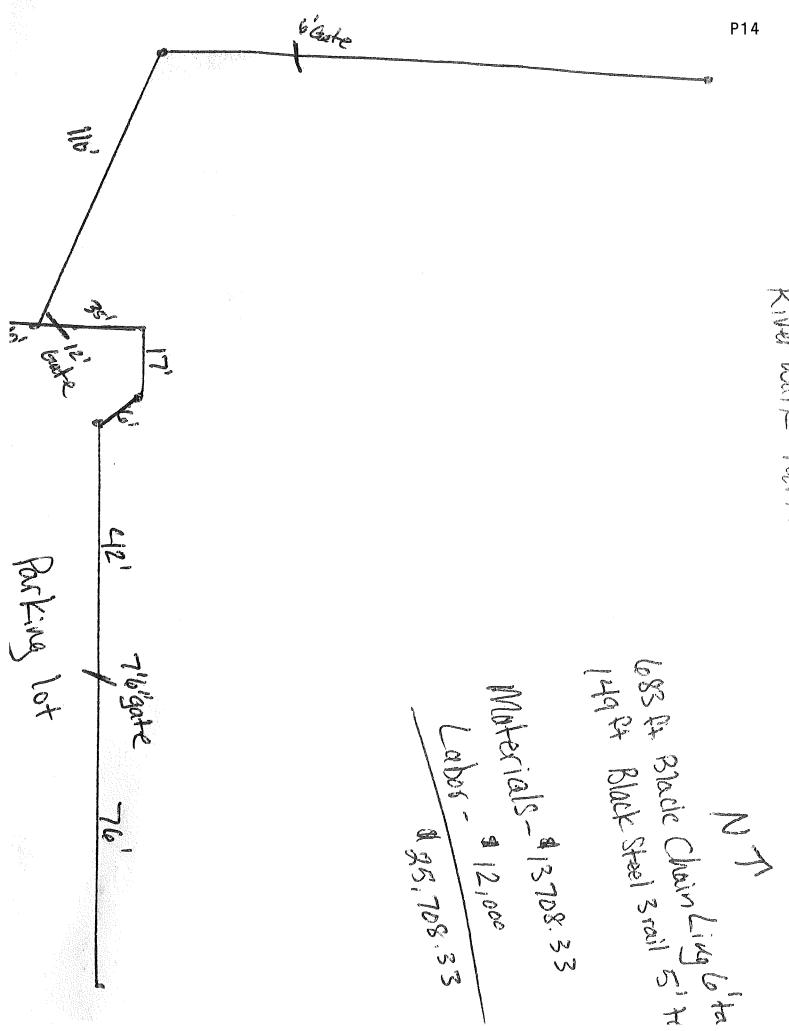
1. Water quality sampling or testing.

H. PEC's Fees & Reimbursable Expenses:

- 1. PEC will invoice CLIENT one time per month for services rendered in the previous month. CLIENT agrees to pay each invoice within 30 days after receipt.
- 2. PEC's Fee for its Scope of Services will be on a lump sum basis as shown below:

| Task | Total |
|---------------------------------|----------|
| Ozone System Options Evaluation | \$12,500 |
| Existing Facility Evaluation | \$36,000 |
| Total | \$48,500 |

3. Taxes are not included in PEC's Fees. CLIENT shall reimburse PEC for any sales, use, and value added taxes which apply to these services.

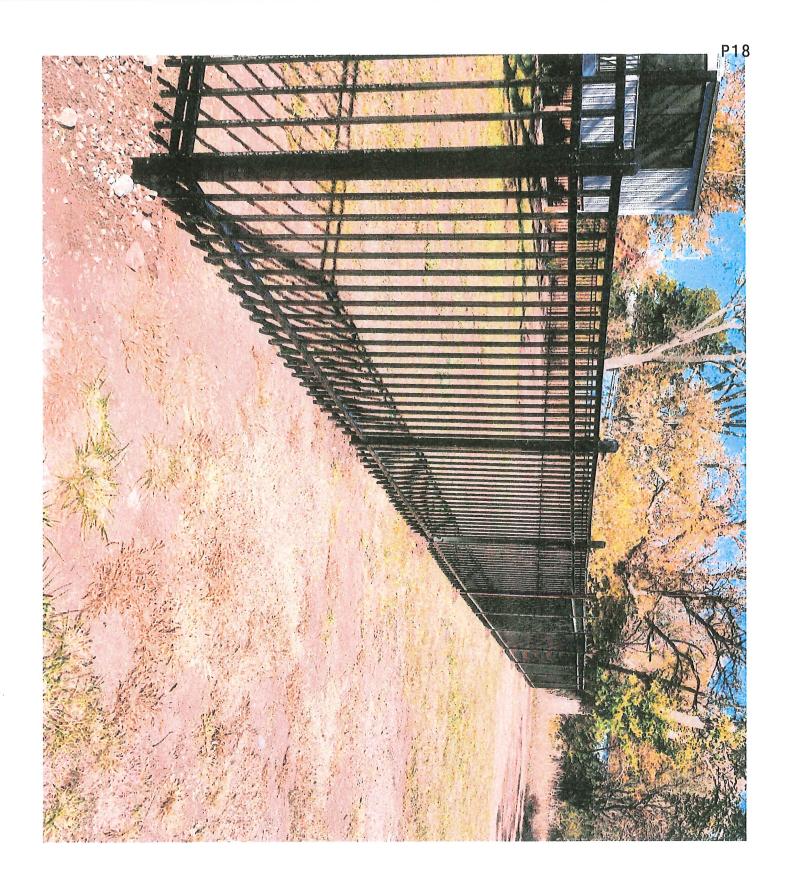


Wgate P15 26' S. 65° Till war out PAYES Materia 1 - 12:505:76 1 about - \$12,000 34.202.76

6,59% De, Riverwalk Park to parting lot 6 Black Chair Link Labor - \$10,000 15

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Hi, we are requesting water service from the city of council grove water department and agree to annexation to receive the water service.

Thank you

Stacy Edwards