



CITY OF COUNCIL GROVE · 205 UNION STREET · PO BOX 313  
COUNCIL GROVE, KS 66846 · 620-767-5417 · COUNCILGROVE.COM

**City Council Agenda  
December 3, 2024  
5:30 P.M. - City Hall**

WELCOME AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

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:**

- Correction to Minutes from 11-05-2024 Pages 2 - 4
- Minutes from the Previous Meeting: Pages 5 - 7
- Appropriations:
- Cabin Transfers: N/A
- Renewal: Application for License to sell cereal malt beverages: Ray’s Apple Market Pages 8 - 10
- Renewal: Corporate Application for License to sell cereal malt beverages: Pizza Hut Pages 11 - 15

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

**OLD BUSINESS:**

- Safe Routes to School: Update

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

- Sewer Project: Updated cost estimates – Brian Foster BG Consultants Pages 16 - 19

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

**NEW BUSINESS:**

- Governmental Associates Service Contract – KDHE Application/Environmental Review Pages 20 - 21

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

- Softball Club End of Year Report: Jim Crosby

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

- Office Committee Recommendation: Appointment of CVB Director Page 22

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

- Appointment of Streetscape Committee: Page 23

**Motion:**                      **Seconded:**                      **Action:**                      **Abstention:**                      **Este. Cost:**

**Governing Body Comments:**

**Adjournment:**

City Council Meeting Minutes  
November 5, 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 also present were the City Administrator Nick Jones and City Attorney Brian Henderson and Molly Priest, Others attending were Jan Sciacca, Angie Schwertfeger, Pat Riordon, Karen Exon, Sharon McVay, Fred Bammes, Mollie Avery, Daniel Winter, John Petz, Don Moller, Steve Crichton, Robert Herbig, Larry Karns, Marty Wright, Bob Hiebert, Shelley Dunham, Gary Catlin, Cody Catilin, David Fox, Annie McDiffett, Maggie Ziegenhert, Annette Adams, Taylor Adams, Jesse Knight, Ryan McDonald, Julie Hower, Ryan Moss, Linda Cosgrove, Pastor Billy Kryger, Vern Hay, Terry Humpries.

**PLEDGE OF ALLEGIANCE:**

**PUBLIC COMMENT:**

Marty Wright addressed the Council regarding concerns with the city trying to annex Council Grove City Lake, Mr. Wright said he felt bullied by the letter that was sent out to the lake residents and how a lease that has been in place for 12 years is now not considered legal. Mr. Wright also brought up instances where sewer mains around other lakes have broken and caused more pollution to the water then the current septic systems do now.

Don Moller the Council Grove Lake Association President addressed the Council regarding what he believes are violations of the Kansas Open Meetings Act. Mr. Moller listed off 7 different insistent that he considered violations of KOMA taking in Executive Session. 1.) Intention to terminate lease, 2.) Sale Price of \$25,000, 3.) Establishing a date for response of November 15, 2024. 4.) Allowing those financially unable to work with the city to affect sale. 5.) Determining that the city will proceed with a lawsuit against any that do not agree to move forward with the sale. 6.) Those that do not agree will be ineligible to purchase lots in the future, 7.) Approval of the letter in its final form in Executive session.

Taylor Adams with Adams Homestore read a letter signed by some of the Council Grove businesses regarding the actions taken by the City Council and the potential effects it could have on local businesses and urged the City Council to hold on their intended actions before moving forward with plans for annexation and litigation toward the lake leaseholders without a better understanding of the impact this will have on all citizens, leaseholders, and business owners. Mr. Adams read through the list of Business owners that signed the letter.

Terry Humpries, a lake leaseholder addressed the City Council and asked them to take a new approach of collaboration with the Lake Residents instead of an ultimatum. Mrs. Humpries said through the years Lake Residents that they wish to have stability and to own their lots and for more than a decade the lake residents have proposed different approaches to accomplish this. Mrs. Humpries said that the desires have been made public and are a part of the City Lake Association Master Plan, which is posted on the website. Mrs. Humpries asked that we work together for the benefit of all.

**CONSENT AGENDA:**

Councilperson Jason Booker made a motion to approve the Consent Agenda as presented in the packet. Councilperson Nathan Adams seconded the motion. Motion Carried 5 – 0 The consent agenda consisted of:

- October 15, 2024, Minutes
- October 15, 2024, to Current Appropriations.
- Cabin Transfers: N/A
- Corporate Application for License to Sell Cereal Malt Beverages: Dollar General

**OLD BUSINESS**

- **Safe Routes to School: Update**
  - City Administrator Nick Jones told the Council that Bettis is almost finished up with the work on the West side of town and has started on the sidewalks on the east side of town. There have been few issues or complaints. Things are going well.
- **Street Scape – KDOT TA Grant: Update**
  - City Administrator Nick Jones informed the Council that paperwork has been signed and submitted to KDOT. Jason Hoskinson with BG Consultants is working on an agreement for design and engineering. Once the agreement is signed, we can start working on completing a design for the area.

**NEW BUSINESS**

- **Office Committee Recommendation - Job Description/Pay - CVB Director Position**  
City Administrator Nick Jones read the recommendation from the Office Committee to approve the job description for the CVB Director position with a pay range of \$16.50 to \$30.00 per hour. After discussion Councilperson Jason Booker made a recommendation to approve the job description for the CVB Director with a pay range of \$16.50 - \$30.00. The motion was seconded by Councilperson Sharon Haun. Motion carried 6 – 0
- **Police/Fire Committee Recommendation: Fire Department Grant: Steve Crichton:**  
City Administrator Nick Jones read the recommendation from the Police and Fire Committee to approve the purchase of a 2024 RAM3500 Tradesman REG Cab 60' C/A 4x4 from Bolton Auto for the Fire Department to replace one of the Grass Trucks at a price of \$62,787 and to purchase a 9'6" Flatbed with lights from Gary's Speed Shop for \$2,995 and to have K& M Welding to do modifications to the bed and install for \$2,690. Mounting of tank and misc. plumbing with be charged at \$85.00 per hour with payments coming from the Rural Fire Contract. Steve Crichton with the Council Grove Fire Department also spoke to the council regarding the purchase and told them that to buy a truck outfitted would cost around \$200,000 and the city doing it would cost under \$100,000. After discussion Councilperson Mark Berner made a motion to approve the recommendation of the Police/Fire Committee to purchase the new fire truck with payments coming from the Rural Fire Contracts. The motion was seconded by Councilperson Sean Honer. Motion carried 6 – 0
- **Executive Session: Attorney Client Privilege – Data Relating to Financial Affairs of an Outside Corporation:**  
There was no update regarding Data Relating to Financial Affairs of an Outside Corporation.
- **Executive Session – Attorney Client Privilege with Pat Riodan for City Lake**  
Executive Session was changed to having Attorney Pat Riodan present the Council with a draft contract for the sale of the lake lots to the current leaseholders. There was much discussion between the Council and Lake lease holders regarding the sale of the lots. Councilperson Mark Berner asked the group why they wouldn't want to buy their lots for \$25,000 as it was a very fair price. A lake lease holder responded by saying tax implications as the reason they do not want to own their lot. Leaseholder Shelley Dunham said she would not take the lot even if it was given to her and that she would see us in court. After more discussion Councilperson Jason Booker made a motion to approve the draft of the contract with the authorization for City Administrator Nick Jones and City Attorney Brian Henderson to work with Attorney Pat Riodan to finalize the contract. The motion was seconded by Councilperson Mark Berner. Motion carried 6 – 0

**GOVERNING BODY COMMENTS**

- **Mayor Debi Schwerdtfeger** – said she liked seeing folks bringing their kids downtown.
  - **Councilperson Mark Berner** – N/A
  - **Councilperson Denise Hartman** – said she loves this community and that is why she gets emotional about it.
  - **Councilperson Sean Honer** – N/A
  - **Councilperson Nathan Adams** – N/A
  - **Councilperson Sharon Haun** – said excited about SRTS and the Streetscape project for downtown.
  - **Councilperson Jason Booker** – said here comes winter, cold and windy. SRTS is looking great.
  - **City Attorney Brian Henderson** – recommended Council attend League of Municipalities Conferences in the future.
  - **Assistant City Attorney Molly Priest** – N/A
  - **City Administrator Nick Jones** – said the Washunga Days committee has asked the city to get bids to add more fence are the riverwalk for events.
  - Mayor Schwerdtfeger asked for a motion to adjourn. Councilperson Denise Hartman made a motion to adjourn. Councilperson Nathan Adams seconded the motion. Motion carried 5 – 0
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Debi Schwerdtfeger

Mayor

ATTEST:

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Nick Jones

City Administrator

City Council Meeting Minutes  
November 19, 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, and Nathan Adams, also present were the City Administrator Nick Jones and City Attorney Brian Henderson and Molly Priest, Others attending were Jan Sciacca, Karen Exon, Steven Jess, Julie Richardson, Brain Richards, Shelley Dunham, Ryan McDonald, Taylor Adams, Vern Hay

**PLEDGE OF ALLEGIANCE:**

**PUBLIC COMMENT: N/A**

**CONSENT AGENDA:**

Councilperson Jason Booker made a motion to approve the Consent Agenda as presented in the packet. Councilperson Denise Hartman seconded the motion. Motion Carried 4 – 0 The consent agenda consisted of:

- October 5, 2024, Minutes
- October 5, 2024, to Current Appropriations.
- Cabin Transfers: G-7, R-6, G-2

**OLD BUSINESS**

- **Safe Routes to School: Update**
  - City Administrator Nick Jones told the Council that Bettis has been delayed some because of all the rain but plans to start back soon completing the SRTS project.
- **Street Scape – KDOT TA Grant: Update**
  - City Administrator Nick Jones informed the Council the city is waiting on a notice to proceed and the fully executed City/State agreement. The city will have to follow the Quality Based Selection process for selecting an engineering firm for the pre-construction engineering and project management.
- **Water and Sewer Project: Update**
  - City Administrator Nick Jones informed the Council the City of Council Grove received notice from the Kansas Water Pollution Control Revolving Fund that it is has been selected in the KDHE 2025 intended use plan (IUP) to apply for a loan in the amount of \$3,000,000 from the Kansas Water Pollution Control Revolving Fund to replace sewer infrastructure. Administrator Jones said he has been in contact with Brian Foster with BG Consultants regarding updated cost for the project.

**NEW BUSINESS**

- **Lake Committee Recommendation: Application for Council Grove Lake Park Boundary Line Adjustment: G-7**
  - City Administrator Nick Jones read the recommendation from the Lake Committee for the Council to approve a boundary line adjustment for Stephaine Hall leaseholder of G-7 of about 34ft to encompass the shed that is currently located on city commons area. After discussion Councilperson Jason Booker made a motion to approve the recommendation from the Lake Committee. The motion was seconded by Councilperson Nathan Adams. Motion carried 4 – 0
- **Alcohol Consumption and Sale at Community Events Application: Council Grove Public Library:**
  - The event was cancelled and will be rescheduled at a later date.
- **Office Committee Recommendation:**
  - **Employee Vacation Policy**  
City Administrator Nick Jones read the recommendation from the Office Committee to approve the updated Vacation Leave Policy E-4 in the Employee Policy Handbook. Which consist of additional vacation time for all full-time employees. After discussion Councilperson Jason Booker made a motion to approve the updated Vacation Leave Policy. The motion was seconded by Councilperson Mark Berner. Motion carried 3-1 with Councilperson Nathan Adams voting against the motion.

• Appendix A: Vacation Leave Accrual Schedule for Full-time Employees

Months of Employment	Accrual Per Year (Days/Hours)
0-3 years	15 days / (3 weeks)
4-7 years	20 days/ (4 weeks)
8-11 years	25 days/ (5 weeks)
12-15 years	30 days/ (6 weeks)
16-19	35 days/ (7 weeks)
20+ years	40 days/ (8 weeks)

o **Worker Safety – Protective Footwear Policy**

City Administrator Nick Jones read the recommendation from the Office Committee to approve the revised Article M-3 of the City Employee Policy Manual Worker Safety Protective Footwear. The old policy only allowed for reimbursement of \$30 dollars per year for shoes or booted with toe protection. The new policy would allow for reimbursement of up to \$250 for a pair of shoes or boots with toe protection with submission of a receipt of purchase. City Attorneys Brian Henderson and Molly Priest recommended a revision on the policy to include up to \$250 per year. After discussion Councilperson Mark Berner made a motion to approve the revised policy for protective footwear. The motion was seconded by Councilperson Denise Hartman.

Motion Carried 4 – 0

**ARTICLE M. WORKER SAFETY.**

**Old Policy:**

**M-3. PROTECTIVE FOOTWEAR.** The city requires all employees who are involved with heavy objects or equipment to wear metal or fiberglass tipped footwear to prevent the most common type of foot injuries. The city will reimburse employees \$15 for each pair of shoes or boots with toe protection, up to \$30 per year.

**New Policy:**

**M-3. PROTECTIVE FOOTWEAR.** The city requires all employees who are involved with heavy objects or equipment to wear metal or fiberglass tipped footwear to prevent the most common type of foot injuries. The city will reimburse employees up to \$250 for each pair of shoes or boots with toe protection with submission of a receipt of purchase.

**GOVERNING BODY COMMENTS**

- **Mayor Debi Schwerdtfeger** – said Candlelight Charm was busy and enjoyed seeing the town so busy and that she handed out over 600 gifts at the event. She also wished the Council Grove Braves football team good luck in there upcoming game.
  - **Councilperson Mark Berner** – N/A
  - **Councilperson Denise Hartman** – said the town was busy and that the Candlelight Charm event was great.
  - **Councilperson Sean Honer** – Absent
  - **Councilperson Nathan Adams** – N/A
  - **Councilperson Sharon Haun** – Absent
  - **Councilperson Jason Booker** – said Holidays are coming up and we have seen the last of the warm weather.
  - **City Attorney Brian Henderson** – N/A
  - **Assistant City Attorney Molly Priest** – N/A
  - **City Administrator Nick Jones** – said the city received a \$18,000 grant from the Nystrom Foundation to go toward the Riverwalk Amphitheater project. Jones said the grant will be combined with match month with the Area Foundation.
- Mayor Schwerdtfeger asked for a motion to adjourn. Councilperson Mark Berner made a motion to adjourn. Councilperson Nathan Adams seconded the motion.  
Motion carried 4 – 0

Debi Schwerdtfeger

Mayor

ATTEST:

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Nick Jones

City Administrator

# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

50 \$  
CK# 1868  
11-12-24

City or  County of Council Grove

2025

## SECTION 1 – LICENSE TYPE

Check One:  New License  Renew License  Special Event Permit

Check One:

- License to sell cereal malt beverages for consumption on the premises.  
 License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

## SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB.  Yes (required for new application)

Name of Corporation <u>Floersch IGA, Inc.</u>		FEIN	
Corporation Street Address <u>722 W. Crawford</u>	Corporation City <u>Clay Center</u>	State <u>KS</u>	Zip Code <u>67432</u>
Date of Incorporation <u>July 1982</u>	Articles of Incorporation are on file with the Secretary of State.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name <u>Michael Floersch</u>	Phone No		
Residence Street Address	City <u>Clay Center</u>	State <u>KS</u>	Zip Code <u>67432</u>

## SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Ray's Apple Market #444</u>	Name
Business Location Address <u>115 E Main</u>	Address
City <u>Council Grove</u> State <u>KS</u> Zip <u>66846</u>	City State Zip
Email Address(s) Please separate values with a comma.	
Business Phone No. <u>620-767-5219</u>	<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.
Business Location Owner Name(s) <u>Michael and Nelda Floersch</u>	

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse\*, if applicable. Attach additional pages if necessary.

Name <u>Michael Floersch</u>	Position <u>owner</u>	Date of Birth
Residence Street Address	City <u>Clay Center</u> State <u>KS</u>	Zip Code <u>67432</u>
Spouse Name <u>Nelda Floersch</u>	Position <u>secretary</u>	Date of Birth
Residence Street Address	City <u>Clay Center</u> State <u>KS</u>	Zip Code <u>67432</u>
Name	Position	Date of Birth
Residence Street Address	City State	Zip Code
Spouse Name	Position	Age
Residence Street Address	City State	Zip Code
Name	Position	Date of Birth
Residence Street Address	City State	Zip Code
Spouse Name	Position	Age
Residence Street Address	City State	Zip Code

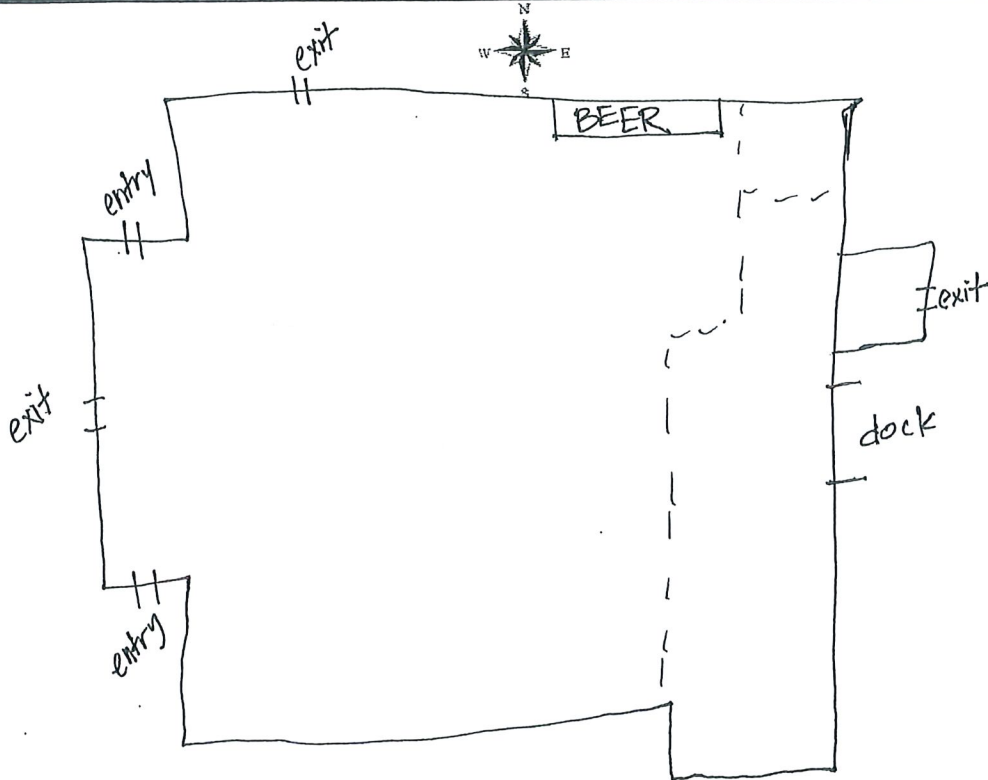


<b>SECTION 5 – MANAGER OR AGENT INFORMATION</b>		
My place of business or special event will be conducted by a manager or agent.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name <b>Brent Simonis</b>	Phone No. _____	Date of Birth _____
Residence Street Address _____	City and State <b>White City KS</b>	Zip Code <b>66872</b>
<b>Manager or Agent Spousal Information*</b>		
Spouse Name <b>MA</b>	Phone No. _____	Date of Birth _____
Residence Street Address _____	City and State _____	Zip Code _____
<b>SECTION 6 – QUALIFICATIONS FOR LICENSURE</b>		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the person identified in Section 5 currently a resident of Kansas*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons identified in Sections 4 & 5 are at least 21 years old*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons in Sections 4 & 5 have been a Kansas resident for at least <b>25</b> years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>SECTION 7 – DURATION OF SPECIAL EVENT</b>		
Start Date _____	Time _____	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date _____	Time _____	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

**SECTION 8 - LICENSED PREMISE**

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box:  8 1/2" by 11" drawing attached.



I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE Michael Spensch DATE 11-13-2024

FOR CITY/COUNTY OFFICE USE ONLY:

License Fee Received Amount \$ \_\_\_\_\_ Date \_\_\_\_\_  
 (\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)

\$25 CMB Stamp Fee Received Date \_\_\_\_\_

Background Investigation  Completed Date \_\_\_\_\_  Qualified  Disqualified

Verified applicant has registered with the TTB as an Alcohol Dealer

New License Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

License Renewed Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

Special Event Permit Approved Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)



# CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

City or  County of Council Grove

## SECTION 1 – LICENSE TYPE

Check One:  New License  Renew License  Special Event Permit

Check One:

- License to sell cereal malt beverages for consumption on the premises.  
 License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

## SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

I have registered as an Alcohol Dealer with the TTB.  Yes (required for new application)

Name of Corporation PH North, INC		FEIN	
Corporation Street Address 3048 West Stolley Park Rd		Corporation City Grand Island	State NE Zip Code 68801
Date of Incorporation 6/7/1990	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name Quincy Krase	Phone No. 620-241-0303		
Residence Street Address	City Galva	State KS	Zip Code 67443

## SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name Pizza Hut	Name Staab Management Company
Business Location Address 15 Union St	Address PO Box 1866
City Counci Grove, KS 66846	City Grand Island, NE 68802
Email Address(s) Please separate values with a comma. kabraham@staabmgt.com	
Business Phone No. 620-767-5000	<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.
Business Location Owner Name(s) David Wayne Staab	

## SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse\*, if applicable. Attach additional pages if necessary.

Name David Wayne Staab	Position President	Date of Birth
Residence Street Address	City Grand Island	State NE Zip Code 68801
Spouse Name Jill Krista Staab	Position	Date of Birth
Residence Street Address	City Grand Island	State NE Zip Code 68801
Name Michael Gerard Staab	Position Vice President	Date of Birth
Residence Street Address	City Lincoln	State NE Zip Code 68506
Spouse Name Susan Kiel Staab	Position	Age 8/3/1966
Residence Street Address	City Lincoln	State NE Zip Code 68506
Name Curtis William Staab	Position Secretary	Date of Birth
Residence Street Address	City Lincoln	State NE Zip Code 68521
Spouse Name Lisa Marie Staab	Position	Age
Residence Street Address	City Lincoln	State NE Zip Code 68521

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)			
Name	Gary Tomas Staab	Position	Officer
Residence Street Address		City	Kearney
		State	MO
		Zip Code	64060
Spouse Name	Lissi Lynne Staab	Position	
Residence Street Address		City	Kearney
		State	MO
		Zip Code	64060
Name		Position	
Residence Street Address		City	
		State	
		Zip Code	
Spouse Name		Position	
Residence Street Address		City	
		State	
		Zip Code	
Name		Position	
Residence Street Address		City	
		State	
		Zip Code	
Spouse Name		Position	
Residence Street Address		City	
		State	
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Name		Position	
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Residence Street Address		City	
		State	
		Zip Code	
Spouse Name		Position	
Residence Street Address		City	
		State	
		Zip Code	

<b>SECTION 5 – MANAGER OR AGENT INFORMATION</b>		
My place of business or special event will be conducted by a manager or agent.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:		
Manager/Agent Name <i>Mataehi Eldridge</i>	Phone No. <i>785-914-7741</i>	Date of Birth <i>9-78</i>
Residence Street Address <i>104</i>	City and State <i>Hillsboro, KS</i>	Zip Code <i>67063</i>
<b>Manager or Agent Spousal Information*</b>		
Spouse Name <i>Lori Eldridge</i>	Phone No. <i>785-466-6551</i>	Date of Birth <i>9-5-88</i>
Residence Street Address <i>104 W Birch Apt. P</i>	City and State <i>Hillsboro, KS</i>	Zip Code <i>67063</i>
<b>SECTION 6 – QUALIFICATIONS FOR LICENSURE</b>		
Applies to each partner or member of a firm or association AND their spouses*. Enter lowest residency length number**.		
Are all persons identified in Sections 4 & 5 Citizens of the United States*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the person identified in Section 5 currently a resident of Kansas*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons identified in Sections 4 & 5 are at least 21 years old*?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All persons in Sections 4 & 5 have been a Kansas resident for at least <i>5 1/2</i> years prior to submitting this application.**		
Within 2 years immediately preceding the date of this application, have any persons identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes*: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the partnership, firm or association have a manager, officer, director or stockholder owning in the aggregate more than 25% of the stock of a corporation that has had any license issued pursuant to the Kansas Liquor Control Act, Kansas Club and Drinking Establishment Act or Kansas Cereal Malt Beverage Act, revoked for a violation of such acts?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has the spouse of any partner or member ever been convicted of any of the crimes identified in Section 6 during the time the partner or member held a CMB license?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>SECTION 7 – DURATION OF SPECIAL EVENT</b>		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

Proceed to Section 8 on the next page.

**SECTION 8 - LICENSED PREMISE**

In the space below, draw the area you wish to sell or deliver CMB. Include entrances, exits and storage areas. Do not include areas you do not wish to license. If you wish to attach a drawing, check the box:  8 1/2" by 11" drawing attached.



*See Attachment*

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

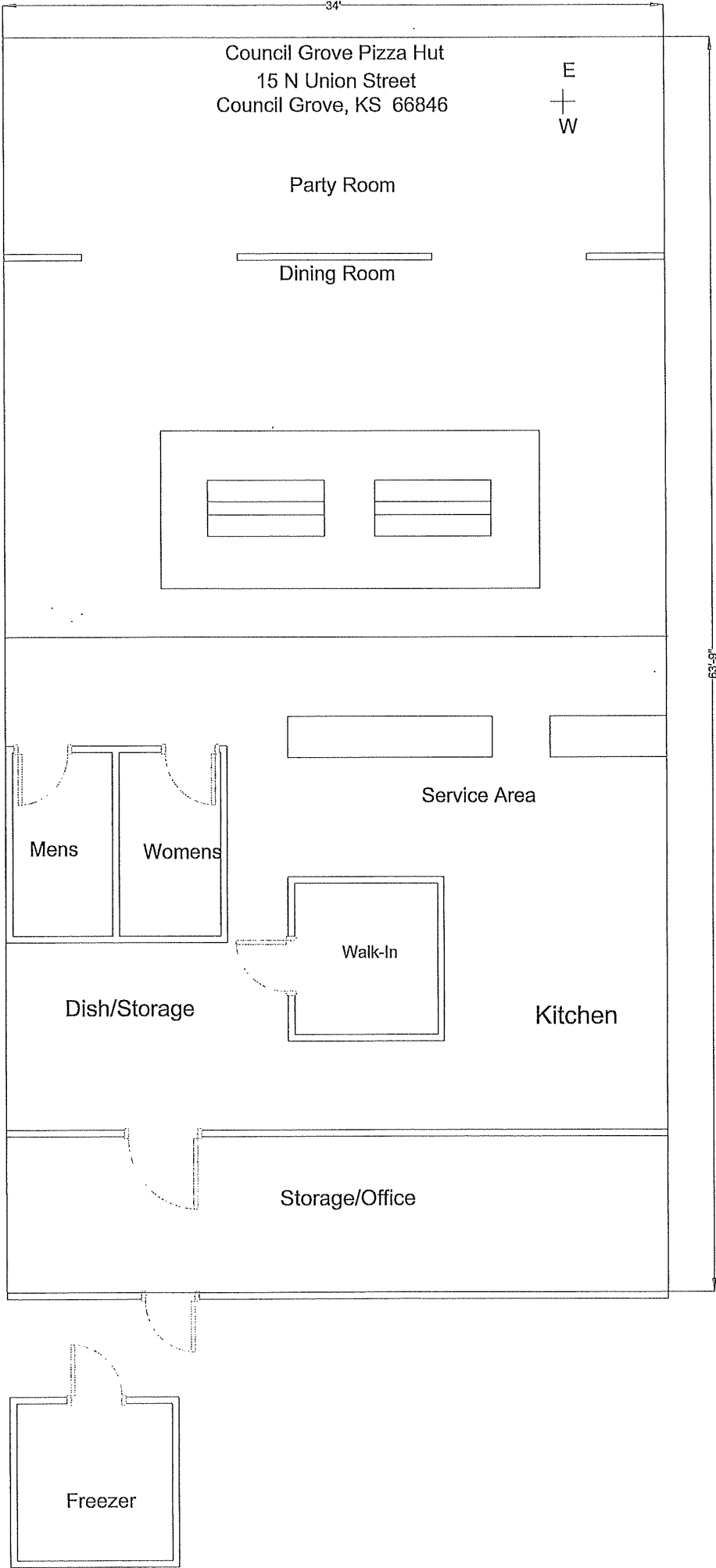
SIGNATURE *[Signature]* DATE *11-8-24*

FOR CITY/COUNTY OFFICE USE ONLY:

- License Fee Received Amount \$ \_\_\_\_\_ Date \_\_\_\_\_  
(\$25 - \$50 for Off-Premise license or \$25-200 On-Premise license)
- \$25 CMB Stamp Fee Received Date \_\_\_\_\_
- Background Investigation       Completed Date \_\_\_\_\_       Qualified       Disqualified
- Verified applicant has registered with the TTB as an Alcohol Dealer
- New License Approved      Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_
- License Renewed      Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_
- Special Event Permit Approved      Valid From Date \_\_\_\_\_ to \_\_\_\_\_ By: \_\_\_\_\_

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR MONTHLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 109 SW 9TH ST, 5TH FLOOR, PO BOX 3506, TOPEKA, KS 66601.

\* Applicant's spouse is not required to meet citizenship or age requirements. If renewal application, applicant's spouse is not required to meet the no criminal history requirement. K.S.A. 41-2703(b)(9)





**User Rate Analysis**  
**Sanitary Sewer Improvements**  
**City of Council Grove, Kansas**  
**Option No. 1 - Collection System Pipe Lining & Repairs**  
**BG Project No. 22-1103M**

	<b>KDHE 20 yr</b>	<b>KDHE 30 yr</b>
Project Cost	\$ 3,162,750	\$ 3,162,750
Principal Forgiveness		
USDA Grant		
Loan Amount Financed	\$ 3,162,750	\$ 3,162,750
Annual Interest (%)	2.33	2.72
Years of Loan	20	30
Term per Year	2.0	2.0
Terms	40.0	60.0
Loan Payment per Term	\$ 99,368.98	\$ 77,450.72
Annual Loan Payment	\$ 198,737.95	\$ 154,901.44
<b>Sewer Connections</b>	<b>953</b>	<b>953</b>
<b>Average Monthly Increase Per Customer</b>	<b>\$ 17.40</b>	<b>\$ 13.50</b>





**Sanitary Sewer System Improvements**  
**City of Council Grove, Kansas**  
**Engineer's Opinion of Probable Cost**  
**Option No. 1 - Collection System Pipe Lining & Repairs**  
**BG Project No. 22-1103M**  
**November 25, 2024**

**General**

<u>No</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Mobilization	1	LS	\$ 100,000.00	\$ 100,000.00
2	Clearing and Grubbing	1	LS	\$ 12,500.00	\$ 12,500.00
3	Traffic Control	1	LS	\$ 15,000.00	\$ 15,000.00
4	Seeding	1	LS	\$ 12,500.00	\$ 12,500.00
5	Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00
6	Pre and Post Construction Photo Documentation	1	LS	\$ 15,000.00	\$ 15,000.00
7	CCTV Sewer Main Inspection (Pre-Construction)	250	LF	\$ 2.00	\$ 500.00
8	Contractor Construction Staking	1	LS	\$ 7,500.00	\$ 7,500.00
<b>Subtotal</b>					<b>\$ 168,000.00</b>

**Manhole Rehabilitation**

<u>No</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total Price</u>
9	Raise Manhole Ring & Cover (0"-6")	3	EA	\$ 1,400.00	\$ 4,200.00
13	Replace Manhole Ring & Cover (Type 1)	12	EA	\$ 1,600.00	\$ 19,200.00
14	Replace Manhole Ring & Cover (Type 2)	2	EA	\$ 1,800.00	\$ 3,600.00
15	Reset Manhole Ring & Cover	4	EA	\$ 1,200.00	\$ 4,800.00
16	Manhole Concrete Collar	9	EA	\$ 1,800.00	\$ 16,200.00
17	Manhole Cementitious Liner	250	VF	\$ 175.00	\$ 43,750.00
19	4" Interior Drop Piping	1	EA	\$ 2,000.00	\$ 2,000.00
20	8" Interior Drop Piping	4	EA	\$ 2,500.00	\$ 10,000.00
21	Manhole Bench Repair	7	EA	\$ 900.00	\$ 6,300.00
22	Manhole New Bench	1	EA	\$ 1,200.00	\$ 1,200.00
23	Pipe Seal Repair	15	EA	\$ 600.00	\$ 9,000.00
24	Standard Precast Manhole	4	EA	\$ 8,000.00	\$ 32,000.00
<b>Subtotal</b>					<b>\$ 152,250.00</b>

**Sewer Main Rehabilitation**

<u>No</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total Price</u>
23	Service Tap Repair (In-Line)	15	EA	\$ 1,800.00	\$ 27,000.00
24	Service Tap Repair (Isolated)	160	EA	\$ 3,200.00	\$ 512,000.00
25	4" Sanitary Sewer Service Pipe	1,750	LF	\$ 45.00	\$ 78,750.00
26	8" Sanitary Sewer Point Repair (10 Foot)	35	EA	\$ 4,500.00	\$ 157,500.00
27	8" Sanitary Sewer Main	800	LF	\$ 175.00	\$ 140,000.00
28	8" Sewer Main CIPP / Fold & Form Liner	7,800	LF	\$ 40.00	\$ 312,000.00
29	10" Sewer Main CIPP/Fold & Form Liner	700	LF	\$ 50.00	\$ 35,000.00
30	15" Sewer Main CIPP/Fold & Form Liner	1,550	LF	\$ 75.00	\$ 116,250.00
31	Connect to Existing Manhole	10	EA	\$ 1,500.00	\$ 15,000.00
32	Flowable Fill	2,400	CY	\$ 150.00	\$ 360,000.00
33	Remove and Replace (Concrete Surfacing)	1,550	SY	\$ 170.00	\$ 263,500.00
34	CCTV Sewer Main Inspection (Post-Construction)	11,000	LF	\$ 1.75	\$ 19,250.00
35	Sewer Main Aerial Crossing Replacement	1	LS	\$ 80,000.00	\$ 80,000.00

	<b>Subtotal</b>	<b>\$ 2,116,250.00</b>
<b>Construction Subtotal</b>	<b>\$</b>	<b>2,436,500.00</b>
<b>Contingency (10%)</b>	<b>\$</b>	<b>243,650.00</b>
<b>Engineering Design</b>	<b>\$</b>	<b>223,000.00</b>
<b>Construction Engineering</b>	<b>\$</b>	<b>32,900.00</b>
<b>RPR Services</b>	<b>\$</b>	<b>181,700.00</b>
<b>Administration</b>	<b>\$</b>	<b>35,000.00</b>
<b>Legal</b>	<b>\$</b>	<b>10,000.00</b>
<b>Financing</b>	<b>\$</b>	<b>-</b>
<b>TOTAL OPINION OF PROJECT COST</b>	<b>\$</b>	<b>3,162,750.00</b>





**CITY OF COUNCIL GROVE**

**2024 KDHE SEWER APPLICATION**

**TIMELINE as of 11/25/24**

<u>MILESTONE</u>	<u>DATE</u>
<b>Consider GAS KDHE Application Contract</b>	<b>Tue. 12/3/24 @ 5:30</b>
<b>Issue Environmental Comment Solicitations</b>	<b>Wed. 12/4/24</b>
<b>Publish Public Meeting (15-day) Notice*</b>	<b>On or before 12/22/24</b>
<b>Publish Public Hearing (30-day) Notice*</b>	<b>On or before 12/22/24</b>
<b>Compile Environmental Solicitation Responses (30 days)</b>	<b>Fri. 1/3/25</b>
<b>Conduct Public Meeting (15-day notice)</b>	<b>Tue. 1/7/25 @ 5:30</b>
<b>Conduct Public Hearing (30-day notice) &amp; Execute App. Docs**</b>	<b>Tue. 1/21/25 @ 5:30</b>
<b>Prepare unofficial meeting minutes from 1/21/25 meeting (clerk)</b>	<b>Wed. 1/22/25</b>
<b>Submit complete KDHE application (in person)</b>	<b>Thur. 1/23/25</b>

**\*GAS will draft all notices for publication and coordinate publication with paper**

**\*\*GAS will draft all appropriate documents for council approval**

CONTRACT FOR SERVICES

THIS AGREEMENT, MADE AND ENTERED INTO THIS 3RD DAY OF DECEMBER 2024, BETWEEN THE CITY OF COUNCIL GROVE, KANSAS, AND WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, PO BOX 187, LAWRENCE, KANSAS 66044.

WHEREAS, THE CITY OF COUNCIL GROVE, KANSAS HEREBY RETAINS WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES FOR THE SUBMITTAL OF AN APPLICATION ON BEHALF OF THE CITY FOR KS WATER POLLUTION CONTROL REVOLVING FUND.


WHEREAS, THE PURPOSE OF THIS CONTRACT IS TO PROVIDE THE CITY OF COUNCIL GROVE, KANSAS WITH A KS WATER POLLUTION CONTROL REVOLVING FUND APPLICATION FOR A SANITARY SEWER COLLECTION SYSTEM PROJECT AND A WATER SYSTEM IMPROVEMENT PROJECT.

THEREFORE, the parties agree as follows:

- 1. WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES agrees to perform the following services, to-wit:
  - (A) Submit KS-WPCRF LOAN Application and Environmental Review in accordance with the rules and regulations set forth by each State and Federal agency involved.
  - (B) THE CITY OF COUNCIL GROVE, KANSAS will be responsible for payment of public hearing costs.
- 2. In exchange for performance of above said services, related to the preparation and submission of said Applications, THE CITY OF COUNCIL GROVE, KANSAS shall authorize payment, as an allowable cost, to WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, to-wit:
  - (A) Payment of \$8,500.00 due upon signing of this contract.

IN WITNESS WHEREOF, the parties hereto have signed their names the day, month and year mentioned above.

\_\_\_\_\_  
Nick Jones – City Administrator  
City of Council Grove, KS

  
\_\_\_\_\_  
Brett Waggoner - Partner  
Western Consultants DBA GAS



CITY OF COUNCIL GROVE · 205 UNION STREET · PO BOX 313  
COUNCIL GROVE, KS 66846 · 620-767-5417 · COUNCILGROVE.COM

Office Committee Recommendation

The Office Committee recommends the appointment of Zoey Wadick to Convention & Visitors Bureau Director for the City of Council Grove at an hour \$22.12 per hour. This position is an exempt position under FSLA. Appointment is contingent upon passing a background check and Drug/Alcohol Screening. Position start date will be January 2, 2025



CITY OF COUNCIL GROVE · 205 UNION STREET · PO BOX 313  
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## Downtown Streetscape Committee Appointments

Mayor Schwerdtfeger would like to appoint the following to the Downtown Streetscape Committee.

- Tim Tyner
- Steve White
- Nicky Tiffany
- Dusty Samuels
- Steve Crichton
- Jake Dugan