



City Council Meeting Agenda

November 14, 2022

6:00 p.m.

Mayor: Carolyn Caiharr
Councilmember: Chuck Adams Mark Bishop Garrett Mellott
Greg Scott Margaret Shriver

Please stand for the **Pledge of Allegiance**

1. Consider approval of consent agenda items
 - a. Approve minutes of October 24, 2022
 - b. Statement of Bills paid \$849,782.90
2. Requests or Comments from the public
(As a courtesy to your fellow citizens, please try to limit your comments to three minutes)
3. Consider Ordinance No. 1060 regarding the underground placement of all utilities
4. Hear a presentation regarding right-of-way acquisition for future City projects
5. Consider award of bid to Air Cleaning Technologies related to the purchase of an exhaust capture system for the Edwardsville Fire Department and authorize the City Manager to enter into a contract to acquire said equipment
6. City Manager Report
7. Council and Mayor Comments



City Council Meeting Minutes

October 24, 2022

6:00 p.m.

Mayor: Carolyn Caiharr
Councilmember Chuck Adams (*not present*) Mark Bishop Garrett Mellott
Greg Scott Margaret Shriver

1. **Consider approval of consent agenda items**
 - a) **Approve minutes of October 10, 2022**
 - b) **Statement of bills paid in the amount of \$427,187.37**
 - **Motion:** Councilmember Mellott made the motion to approve the consent agenda items.
 - **Second:** Councilmember Shriver seconded the motion
 - **Vote:** Passes, 4-0
2. **Requests or Comments from the public**
 - No comments were heard.
3. **Hear presentation Wyandotte County District Attorney Mark Dupree**
 - Mark Dupree, Wyandotte County DA, took the podium and provided the City Council with a packet of information related to work his office has done over the last few years.
 - DA Dupree highlighted the expungement program that his office initiated and recapped the participation metrics to date. He also noted the types of offenses that would not be eligible for expungement.
 - Mayor Caiharr asked about protection of victim's rights if serial offenders are allowed back on the streets. DA Dupree reviewed his office's victim advocacy outreach procedures.
 - There were additional comments about drugs in the community and the other charges that drug problems lead to. Mayor Caiharr expressed her desire to take drug charges seriously to avoid further victimization.
 - City Manager Michael Webb and Police Chief Mark Mathies reviewed case data out of Edwardsville and the role the DA's office has had in them in the recent past.
 - Councilmember Shriver asked about how many of the offenders in Edwardsville actually live in Edwardsville. Chief Mathies did not have that information readily available, but noted that traffic stops of out-of-towners are prevalent.
 - No action was requested as part of this update item.
4. **City Manager Report**
 - Mr. Webb provided an update on recent paving projects along Swartz and at the Cemetery.
 - There was discussion about Transportation Alternative Programming dollars which may become available in Edwardsville via federal grant awards. This would involve sidewalks along 4th and Blake Streets, providing greater connectivity of the City's trail/sidewalk system.
 - City Attorney Lisa Dehon provided additional context on the expungement process in Kansas.

5. Council and Mayor Comments

Councilmember Mellott noted the response from the State regarding concerns over K-32 maintenance. There was some discussion on the contents of this letter. He also asked for an update on the facilities planning RFQ process, which Mr. Webb noted that committee will be holding interviews with firms after first reviewing the RFQ responses. He asked if there was any update on the Quiet Zone, which Mr. Webb noted he had not received any new updates on that project. Councilmember Mellott also asked if there would be an update provided to the Council regarding different right-of-way issues.

Councilmember Bishop asked about the abatement process for a building along Kaw Dr. Mr. Webb reviewed the interaction his office has had with the property owner. He also encouraged the Council to engage with LKM on training, recapping his recent positive experience with budgeting training. He closed by encouraging people to vote in the upcoming election.

Councilmember Scott welcomed the new Public Works Director C.E. Goodall. He echoed earlier statements regarding the Quiet Zone project. He expressed his appreciation that the DA made time for this evening's presentation. He asked about EPD's interaction with local students to spread awareness of dangerous issues like drugs.

Councilmember Shriver welcomed the new Public Works Director. She appreciated the DA presentation and was concerned about some of the information he shared regarding drug use. She thanked Ms. Dehon on the additional information on expungement process. She asked about the CHC worker. Mr. Daniel noted that the worker has only had office hours for the last week, but she would be doing canvassing in the area to seek out clients in need.

Mayor Caiharr updated the group on a \$2,500 grant from Fastenal through the BK5K fund. She noted that a recent Unified Government meeting revealed that Edwardsville would not be awarded any of the funding for requested projects using ARPA funds. She requested that the Council and public reach out to their Commissioners to urge them to reconsider and include western Wyandotte County in their awards.

ADJOURNMENT

The meeting was adjourned at 7:21 p.m.

Zachary Daniel
City Clerk

ITEM #1b

TO: MAYOR & CITY COUNCIL
FROM: ZACK DANIEL, ASSISTANT CITY MANAGER
DATE: NOVEMBER 14, 2022
SUBJECT: STATEMENT OF BILLS

FOR YOUR REVIEW

Statement of Bills AP 10/22/22 through 11/09/22

RECOMMENDATION

City Council to approve the Statement of Bills as submitted in amount of \$849,782.90

FINANCIAL IMPACT

The total of the Statement of Bills is as follows:

General	\$52,165.40
Payroll	--
Cash Bond	\$7,200.00
Cemetery Checks	\$3,500.00
Electronic Funds Transfer	--
Pre-Authorized Payments	\$786,917.50
Total	\$849,782.90

Payroll figures have not been posted to the City's General Ledger at this time as staff is working to confirm the correct fund allocation for the expenditure. Staff has a scheduled meeting with Paycom, the City's payroll software contractor, on Thursday, November 10, to review this issue.

The \$753,196.25 pre-authorized payment noted in the agenda memo attachment represent the principal and interest payments for the City's General Obligation Bonds. These must be received by the state at least 20 days in advance of their scheduled due date.

**IF YOU HAVE ANY QUESTIONS REGARDING THE STATEMENT OF BILLS, PLEASE
FEEL FREE TO CALL PRIOR TO THE COUNCIL MEETING.**

Check Register Report

Oct. 22 Through November 9

Date: 11/09/2022

Time: 12:58 pm

City of Edwardsville

BANK: BANK MIDWEST-CHECKING

Page: 1

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST-CHECKING Checks								
154471	10/26/22	Printed			UN22	UNION BANK & TRUST COMPANY	DOCUMENTATION FEE	300.00
154472	11/07/22	Printed			NI04	911 CUSTOM, LLC	UNIT #58 SEATBELT PART & MAGNE	108.20
154473	11/07/22	Printed			BH02	BHS TELECOM INC	CITY HALL PHONE REPAIRS	200.00
154474	11/07/22	Printed			BO01	BOARD OF PUBLIC UTILITIES	BPU WATER BILLS	735.36
154475	11/07/22	Printed			BO36	BONNER SPRINGS-EDWARDSVILLE	CHAMBER GOLF TOURNAMENT	480.00
154476	11/07/22	Printed			BO41	CLINE I BOONE	PUBLIC DEFINDER FEES SEPT 22	1,200.00
154477	11/07/22	Printed			SU22	CONSOLIDATE COMMUNICATIONS	CITY HALL LAND LINE PHONE	564.61
154478	11/07/22	Printed			DA33	ZACHARY DANIEL	MILEAGE REIMBURSEMENT	275.00
154479	11/07/22	Printed			DR02	DREXEL TECHNOLOGIES INC	CHC SIGNAGE	373.24
154480	11/07/22	Printed			DU08	DAVID K DUCKERS	MUNICIPAL JUDGE FEES OCT.2022	2,400.00
154481	11/07/22	Printed			EA05	EASY ICE LLC	CONCESSION STAND ICE LEASE	1,269.60
154482	11/07/22	Printed			EX02	GO CAR WASH MANAGEMENT CORP.	FLEET CAR WASHES AUG. 2022	140.00
154483	11/07/22	Printed			JA01	JACKSON SERVICE CENTER	VEHICLE MAINTENANCE	267.17
154484	11/07/22	Printed			KU09	KANSAS UNIVERSITY PHYSICIANS	EM DIRECTOR AGREEMENT SEPT.2021 - DEC. 2021	2,462.52
154485	11/07/22	Printed			LE01	LEAGUE OF KANSAS MUNICIPALITIES	KORA TRAINING	325.00
154486	11/07/22	Printed			PR38	LINDE GAS & EQUIPMENT INC	ACEYLENE GAS	52.65
154487	11/07/22	Printed			NA32	NATIONWIDE DISCOUNT PRINTING	UTILITY BILL PRINTING	476.53
154488	11/07/22	Printed			NY01	NYP CPA, LLC	JUNE-JULY 2022 BANK RECON	1,758.75
154489	11/07/22	Printed			OF01	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	250.75
154490	11/07/22	Printed			SH43	QUICKSILVER AUTOMATION SOL	MONTHLY SECURITY MONITORING	65.90
154491	11/07/22	Printed			SH22	SHAWNEE COPY CENTER	CITY ENVELOPES	330.47
154492	11/07/22	Printed			SH36	SHAWNEE MISSION FORD INC	VEHICLE MAINTENANCE	2,748.58
154493	11/07/22	Printed			TI02	SPECTRUM BUSINESS SERVICES	MONTHLY INTERNET POLICE DEPT. REDEVELOPMENT	742.46
154494	11/07/22	Printed			ST70	STANTEC CONSULTING	RIVER FRONT PARK CONTRACT INVOICE	9,931.20
154495	11/07/22	Printed			UN18	SUMNERONE	QUARTERLY WINDOW CLEANING	803.86
154496	11/07/22	Printed			TR22	TRITON WINDOW CLEANING	INSTALL & CONFIGURATION MOBILE	90.00
154497	11/07/22	Printed			TY01	TYLER TECHNOLOGIES INC	SEPT 2022 BOOKING FEES	7,550.00
154498	11/07/22	Printed			WY09	UNIFIED TREASURER	OFFICE SUPPLIES	9,689.75
154499	11/07/22	Printed			UN31	UNIFIRST	EXPORER TUNE UP CITY HALL	309.96
154500	11/07/22	Printed			US08	US AUTO FORCE	VERIZON WIRELESS PHONE BILL	1,172.48
154501	11/07/22	Printed			VE04	VERIZON WIRELESS	reissue check cemetery mowing	2,453.80
154502	11/07/22	Printed			WH06	WHITE LAWN AND LANDSCAPE LLC		2,131.00
154503	11/07/22	Printed			WI34	TIMOTHY F WHITHAM	MEAL REIMBURSEMENT	46.92
154504	11/08/22	Printed			CA52	CAROLYN CAIHARR	MILEAGE REIMUSEMENT	52.50
154505	11/08/22	Printed			KCPL	EVERGY	EVERGY ENERGY BILL	327.23
154506	11/08/22	Printed			OR01	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	79.91

Total Checks: 36

Checks Total (excluding void checks): 52,165.40

Total Payments: 36

Bank Total (excluding void checks): 52,165.40

Check Register Report

Oct. 22 Through November 9

Date: 11/09/2022

Time: 12:58 pm

City of Edwardsville

BANK: BANK MIDWEST CASH BOND

Page: 2

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST CASH BOND Checks								
1802	11/07/22	Printed			CI19	CITY OF EDWARDSVILLE, KANSAS	BOND APLIE TICKET #67812	5,685.00
1803	11/07/22	Printed			EA06	SHANNON EARNSHAW	BOND REFUNDED TICKET #81600	50.00
1805	11/07/22	Printed			GO20	ANA GONZALEZ	BOND REFUNDED TICKET #80957	210.00
1806	11/07/22	Printed			HA67	CLIFTON HAWKIN	BOND REFUNDED TICKET #79397	370.00
1807	11/07/22	Printed			MA68	CODY MAXWELL	BOND REFUNDED TICKET #70476	140.00
1808	11/07/22	Printed			OH02	JOSEPH OHARE	BOND REFUNDED TICKET #76712	300.00
1809	11/07/22	Printed			OR06	PATRICK ORTIZ	BOND REFUNDED ICKE #81211	155.00
1810	11/07/22	Printed			WE30	JAMES WEST	BOND REFUNDED TICKET #81367	290.00

Total Checks: 8

Checks Total (excluding void checks):

7,200.00

Total Payments: 8

Bank Total (excluding void checks):

7,200.00

Check Register Report

Oct. 22 Through November 9

Date: 11/09/2022

Time: 12:58 pm

City of Edwardsville

BANK: BANK MIDWEST - CEMETERY

Page: 3

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST - CEMETERY Checks								
1020	11/07/22	Printed			KN06	KNA DIGGIN INC	BURIAL FEES	3,500.00
						Total Checks: 1	Checks Total (excluding void checks):	3,500.00
						Total Payments: 1	Bank Total (excluding void checks):	3,500.00

Check Register Report

Oct. 22 Through November 9

Date: 11/09/2022

Time: 12:58 pm

Page: 4

City of Edwardsville

BANK: PRE-AUTHORIZED PAYMENTS

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
PRE-AUTHORIZED PAYMENTS Checks								
6707	10/31/22	Printed			UMB01	UMB BANK		28,895.25
6708	11/07/22	Printed			KS06	KANSAS STATE TREASURER	SEPT. 2022 FEES	4,826.00
6709	11/07/22	Printed			KS06	KANSAS STATE TREASURER	GOB SERIES 2013.2015.2019.2020	753,196.25
Total Checks: 3						Checks Total (excluding void checks):		786,917.50
Total Payments: 3						Bank Total (excluding void checks):		786,917.50
Total Payments: 48						Grand Total (excluding void checks):		849,782.90

**TO: MAYOR & CITY COUNCIL
FROM: MICHAEL WEBB, CITY MANAGER
LISA DEHON, CITY ATTORNEY
DATE: NOVEMBER 14, 2022
SUBJECT: UNDERGROUND UTILITIES**

RECOMMENDATION

Staff recommends the City Council consider Ordinance No. 1060 regarding the underground placement of all utilities.

FINANCIAL IMPACT

Not applicable.

BACKGROUND

Staff has been researching the City's ability to require all utilities be placed underground. Many area cities do require new utilities to be placed underground. Edwardsville currently requires utilities be placed underground for all new residential subdivisions and typically most new services (residential and commercial) are placed underground. However, electric distribution lines in Edwardsville are typically installed aboveground and cable/fiber services generally follow the electric lines as they attach to the electric poles. For reference, distribution lines distribute power from the substation to the end users. Transmission lines, which are excluded, connect power stations to substations.

The proposed ordinance would require all new installations to be installed underground. A new installation could include a new circuit or replacement of an existing line, such as when roads are upgraded. The ordinance does not require existing services to be converted to underground except during a replacement of the poles and wires.

In closing, staff recommends adoption of Ordinance No. 1060, requiring the underground placement of all utilities.

ORDINANCE NO. 1060

AN ORDINANCE OF THE CODE OF THE CITY OF EDWARDSVILLE, KANSAS REGARDING THE CONSTRUCTION, OPERATION, MAINTENANCE AND REPAIR OF UTILITY FACILITIES.

WHEREAS, the location of utilities, both private and public, is applicable to the health, safety and welfare of the citizens of Edwardsville; and

WHEREAS, the proliferation of above-ground utility facilities is not in the interest of the health, safety and welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EDWARDSVILLE, KANSAS:

Section 1. From and after the effective date of ordinance, it is unlawful, except as specifically provided herein, for any person or utility to erect or construct poles, overhead wires and associated overhead structures to supply electric, communication or other similar or associated service to any area, platted or unplatted, whether newly constructed or relocated, within the corporate boundaries of the city. The relocation, change, or alteration of any existing facilities shall be underground. ROW users shall comply with all requirements of the City relating to underground facilities.

Section 2. Exceptions:

- a) The city manager, or his designee, may grant special permission in cases where temporary electrical power or communication service is reasonably required for emergencies or for building construction purposes, or for other temporary purposes, to erect, construct, install or maintain poles, wires and other overhead structures for a period not to exceed one hundred twenty (120) days. Extensions may be granted on a case-by-case basis.
- b) All electric power lines rated at or above "feeder" line class, subject to normal governmental reviews. For purposes hereof, a "feeder" line is defined as that portion of an electrical circuit which provides power from a power substation and which has a rated capacity of 35 kV or more.
- c) Radio and television antennae.
- d) Poles used exclusively for street or area lighting or for traffic-control facilities where service is underground.
- e) Service terminals, transformers, regulators, meters or other on or above ground facilities normally used with and as a part of underground distribution systems. Such facilities typically should not be located in the required front or side yards.
- f) Electric substations and the accompanying equipment and apparatus necessary to provide adequate electric service, upon review and approval by the city.

- g) The city may issue a variance for electrical circuits less than 35 kV for technical reasons or if underground placement would cause an undue hardship. An undue hardship cannot be based solely on the financial cost of such installation nor be self-imposed.

Section 3. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance shall be and are hereby repealed.

Section 4. This Ordinance shall take effect and be in force from and after its passage and publication as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF EDWARDSVILLE, KANSAS ON THIS 14TH DAY OF NOVEMBER, 2022.

Carolyn Caiharr, Mayor

ATTEST:

Zachary Daniel, Assistant City Manager/City Clerk

APPROVED AS TO FORM:

Lisa Dehon, City Attorney

**TO: MAYOR & CITY COUNCIL
FROM: MICHAEL WEBB, CITY MANAGER
DATE: NOVEMBER 14, 2022
SUBJECT: RIGHT-OF-WAY**

RECOMMENDATION

City Council to hear a presentation for right-of-way acquisition for future City projects.

FINANCIAL IMPACT

Not applicable

BACKGROUND

Many public projects, especially roads and sewers, require the acquisition of rights-of-way and easements. Typically, these have been done after a project has been identified for construction. However, acquiring rights-of-way and easements prior to a project allows for better planning and may result in enhance scoring for federally funded project. The presentation will cover right-of-way management and acquisition processes.

**TO: MAYOR & CITY COUNCIL
FROM: TIM WHITHAM, FIRE CHIEF
DATE: NOVEMBER 14, 2022
SUBJECT: PURCHASE OF DIRECT SOURCE EXHAUST CAPTURE SYSTEM**

RECOMMENDATION

City Council to consider award of bid to Air Cleaning Technologies, Inc. related to the purchase of a Plymovent Direct Source Exhaust Capture System covered by the Assistance to Firefighters Grant (AFG) and authorizing the City Manager to enter into a contract to acquire said equipment. These items include a complete direct source capture system built by Plymovent for 6 vehicle drops, related equipment and installation.

FINANCIAL IMPACT

The grant requires a match of 5% of the project cost, which equaled \$2,138.05 when the grant was submitted in the last quarter of 2021. With the change in costs due to inflation and miscellaneous equipment not covered in the original grant funding request, the matching 5% has increased to \$ 2,450. Funding for the \$ 2,450 match is from the special sales tax fund.

BACKGROUND

In September 2021, the Edwardsville Fire Department (EFD) submitted a grant through the AFG program for the purchase of a Direct Source Exhaust Capture System. The department was notified in mid-August of 2022 that the grant was awarded for \$42,761. The awarding of the grant allows for a capture system that requires very little modification to the station and will be a system that is easily dis-assembled and re-assembled should a new station be built.

There are only two manufacturers of NFPA approved and compliant systems that offer a direct source capture system. The others are large filtration systems that are cost prohibitive and require major renovations to the existing station. Per the terms of the grant solicitation process and the City's own financial policies, the department identified the two compliant builders and sent the project parameters to the regional sales managers of the builders. The two distributors provided the following quotes for the proposed exhaust capture system.

Builder	Company	Bid Price
Plymovent	Air Cleaning Technologies (Bonner Springs, KS)	\$ 45,200
Plymovent	TNC Industries (New Hope, MN)	\$ 112,972
MagneGrip	MagneGrip (Cincinnati, OH)	\$ 49,924

Staff recommends the City Council award the bid to Air Cleaning Technologies (ACT) in the amount of \$45,200, authorize the City Manager to enter into a contract with ACT for such system and authorize the use of \$2,450 for the matching grant funding from the Special Sales Tax fund.

CITY COUNCIL MEETING – NOVEMBER 14, 2022

CITY MANAGER REPORT

ADMINISTRATION

- Interviews with the RFQ respondents for facilities planning took place on Tuesday, November 8, and Thursday, November 10. The group will review notes and come to a consensus recommendation for the City Council ahead of an upcoming Council meeting.
- Edwardsville has been recommended to receive two grant awards through MARC/KDOT. The first award is for \$844,000 for trails, sidewalks and bike lanes between Towne Center and the City Park. This will greatly improve pedestrian and bicycle safety. The second award is the traditional Surface Transportation Grant. The recommendation is for \$4,095,000 for improving 98th St south of Kansas Avenue for approximately 1 mile. We had requested \$4,550,000.
- The quarterly budget report will be presented to the Council at the group's 11/28/22 meeting to allow staff to complete bank reconciliations for the month of October. This presentation will report on finances from January through October and review recommended budget amendments ahead of the Dec. 12 public hearing

FIRE DEPARTMENT/EMS

- Annual inspections of commercial structures are currently being conducted by Fire Chief Whitham.
- Three members of the EFD are currently attending a HazMat technician course with the KCK fire department provided by the IAFF.
- Chief Whitham attended and presented on topics related to leadership in a volunteer/combo department at the International Association of Fire Chiefs (IAFC) Volunteer and Combo Officers Section (VCOS) Symposium in the Sun 11/9 to 11/13.
- Chief Whitham was re-designated as a Chief Fire Officer for another three-year term in August from the Center for Public Safety Excellence (CPSE). Chief is one of 1,764 accredited Chief Fire Officers and one of 230 accredited Fire Marshals.

POLICE DEPARTMENT

- Due to previous turnover, two Master Patrol Officer positions remained open for an extended period. After an extensive, competitive promotion process, Officer Sean Robison and Officer Stephen Gray were promoted to Master Patrol Officer (Corporal). They will serve both as Field Training Officers and first-line supervisors. Both officers are experienced policemen, have college degrees, and routinely demonstrated our LIFE principles and leadership qualities while performing their law enforcement tasks. Please join me in congratulating Officers Robinson and Gray on their recent promotion.
- KBS was the best and lowest bid for the deck repair project. Their work began Wednesday, November 9th, and is expected to be completed within two weeks, weather permitting.
- The city-wide fiber project's final phase has commenced. This project is a Unified Government project funded with CARES monies and is intended to connect all city buildings under one network, as well as connect public safety with dispatch (PSAP). Currently, all infrastructure is in place at the city buildings. The network switches finally arrived after several months of delay. We will now concentrate upcoming efforts on designing the city's IT networks and installing the hardware and expect to finalize the project within the next 90 days.

CITY COUNCIL MEETING – NOVEMBER 14, 2022

PUBLIC WORKS

- Erosion control mats laid down at the Cemetery.
- Crews used rainy days to service various pieces of equipment.
- Stormwater inlets checked for debris and cleared as needed.
- Sign inventory compiled and updated for 2022.
- Accepted the resignation of one of the Public Works maintenance workers. Staff is reviewing the job description at present before advertising the opening next week.

PARKS & REC

- Planning is currently underway for the 2022 Mayor's Tree Lighting Ceremony and Ho Ho Express event, set to take place on Tuesday, December 6. A new edition to this year's event will be the EDW Gingerbread House Contest. Participants can register their entry online and voting will take place the night of the event.
- Basketball registration closed on November 11 for the 2022-2023 winter league through Parks & Rec
- No responses were provided to the recent masonry bid for work at the City Cemetery. As such, the November CPPS Board Meeting was postponed to December 7 to allow staff time for more targeted outreach to vendors for this project.