



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

**City Council Agenda
February 4, 2025
5:30 P.M. - City Hall**

WELCOME AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

PUBLIC HEARING: Wastewater Collection System Project

Pages 2 – 27

The City of Council Grove, Kansas will hold a public hearing on February 4, 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.

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:

- Minutes from the Previous Meeting:
- Appropriations:

Pages 28 - 30

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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OLD BUSINESS:

- City Lake Platt – Kaw Valley Engineering – Chris Sederlin

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- Downtown Streetscape: Update

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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NEW BUSINESS:

- Planning and Zoning Commission: Appointment of Mark Brooks

Page 31

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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Governing Body Comments:

Adjournment:

PUBLIC HEARING

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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 anticipated increase in sewer use charges will be discussed. The proposed improvements will be explained and comments by the public will be considered. Oral and written comments will be accepted. Any written comments will become a part of the City's record of public hearing.



CITY OF COUNCIL GROVE, KS

KDHE DOCS FOR SEWER PROJECT

02/04/2025 @ 5:30 PM

CITY COUNCIL SUGGESTED ACTION ITEMS

1) OPEN KDHE PUBLIC HEARING (SEWER)

READ PUBLIC HEARING NOTICE

The City of Council Grove, Kansas will hold a public meeting on February 4, 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:

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COLLECT PUBLIC COMMENT AND NOTE IN MINUTES

2) CLOSE PUBLIC HEARING

3) APPROVE AND EXECUTE KDHE SEWER APPLICATION DOCUMENTS

Entertain a motion to adopt a Resolution authorizing filing of application with the Kansas Department of Health and Environment for a Loan under the Kansas Water Pollution Control Revolving Fund Act and



authorizing the mayor and city clerk to sign and submit such an application (1 page – NEEDS A RESOLUTION #)

THIS MOTION INCLUDES THE FOLLOWING DOCUMENTS TO BE PREPARED BY GAS AND SIGNED BY THE MAYOR:

Certification for Cost and Effectiveness (1 page – **please place on city letterhead**) – engineer to sign after mayor

Applicant Assurance of Public Participation (1 page)

Certification Regarding Lobbying (1 page)

Kansas Water Pollution Control Revolving Fund application form (4 pages) mayor to sign on date pg. 4

Entertain a motion to authorize the mayor to execute a contract for KDHE loan administrative services with Western Consultants dba GAS for an amount not to exceed \$35,000. GAS will perform all administrative services required by KDHE from award through closeout. (11 pages; mayor to sign pg 5)

Additional discussion – KDHE submission timeline; all docs will be submitted by GAS before 2/7/25 deadline

RESOLUTION OF GOVERNING BODY OF APPLICANT

RESOLUTION NO. 020425-01

Resolution authorizing filing of application with the Kansas Department of Health and Environment for a Loan under the Kansas Water Pollution Control Revolving Fund Act (K.S.A. 1988 Supp. 65-3321 through 65-3329).

WHEREAS under the terms of the Kansas Water Pollution Control Revolving Fund Act (K.S.A. 1988 Supp. 65-3321 through 65-3329), the State of Kansas has authorized the making of the loans to authorize applicants to aid in the construction of specific public projects,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF COUNCIL GROVE, KANSAS, AS FOLLOWS:

Section 1. Loan Application. The Mayor and City Clerk of the City are hereby authorized to cause to be prepared and to execute a Loan Application, including all attachments thereto (jointly, the "Application"); in substantially the form presented to the Governing Body this date, in order to provide financing for the Project. The Application shall be forwarded to KDHE as soon as possible.

Section 2. Further Proceedings. The Mayor, City Clerk and the other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to complete the Application and to coordinate processing of a loan agreement for the Loan (the "Loan Agreement"); provided that the authorization to execute the Loan Agreement shall be subject to further resolution of the Governing Body.

Section 3. Further Authority. This Resolution shall be in full force and effect from and after its adoption.

Adopted by the Governing Body of the City of Council Grove, Kansas on February 4, 2025.

(SEAL)

Mayor Debi Schwerdtfeger

ATTEST:

City Clerk Nick Jones

(To be Typed on City/Applicant Letterhead)

Certification for "Cost and Effectiveness"
KWPCRF Project No. C20 3085 01
02/04/2025

The Water Resources Reform and Development Act (WRRDA) includes Section 602(B)(13) applicable to the state Clean Water SRF programs – the Kansas Water Pollution Control Revolving Fund (KWPCRF). This requires the following certification regarding "cost and effectiveness" of the design for the wastewater collection and treatment system as a condition to receive funding from the KWPCRF.

"The applicant has studied and evaluated the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity funded by this KWPCRF low interest loan, and has selected, to the maximum extent practicable, the processes, materials, techniques, and technologies that maximize the conservation and efficient use of water, considered the potential reuse of treated wastewater effluent, and considered the recapture of water for reuse, and that maximize energy conservation, taking into account construction costs, operation and maintenance costs, and replacement costs. Reference the attached checklist(s)."

Brian Foster, P.E.
Project Engineer
BG Consultants, Inc.

Debi Schwerdtfeger
Mayor
City of Council Grove

Attachment

APPLICANT ASSURANCE OF PUBLIC PARTICIPATION
FOR KANSAS WATER POLLUTION CONTROL
REVOLVING LOAN FUND PROJECTS

I hereby certify that with reference to Wastewater Treatment Project Number:

C20 3085 01 _____:

(a) A public meeting was conducted during the preparation of the facilities plan, non-point source pollution control management plan or groundwater quality protection plan to discuss project alternatives. Public notice was given not less than 15 days before the public meeting. A copy of the proof of publication for the notice of this meeting is attached.

(b) Prior to the adoption by the governing body and submission to the secretary for approval of the facilities plan, non-point source pollution control management plan or groundwater quality protection plan, a public hearing was conducted. Public notice was given not less than 30 days before the public hearing. Attached is a copy of the advertisement, record of minutes and list of persons attending.

Authorized Representative of Applicant

02/04/2025
Date

City of Council Grove, KS
Legal Name of Applicant

Division of Environment
Bureau of Water
Municipal Programs Section
Curtis State Office Building
1000 SW Jackson, Suite 420
Topeka, KS 66612-1367



Phone: 785-296-5527
Fax: 785-296-0086
rgeisler@kdheks.gov
www.kdheks.gov

Susan Mosier, MD, Secretary

Department of Health & Environment

Sam Brownback, Governor

KWPCRF Cost and Effectiveness Supporting Information Form
(Small Systems)
KWPCRF Project No. C20 3085 01

The Water Resources Reform and Development Act (WRRDA) includes the following Section 602(B)(13) applicable to the state Clean Water SRF beginning October 1, 2015

"Section 602 (B) (13) – beginning in fiscal year 2016, the State will require as a condition of providing assistance to a municipality or intermunicipal, interstate, or State agency that the recipient of such assistance certify, in a manner determined by the Governor of the State, that the recipient –

- (A) has studied and evaluated the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity for which assistance is sought under this title; and
- (B) has selected, to the maximum extent practicable, a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation, taking into account –
 - (i) the cost of constructing the project or activity;
 - (ii) the cost of operating and maintaining the project or activity over the life of the project or activity; and
 - (iii) the cost of replacing the project or activity"

This two page support memo provides the necessary certifications review statements as required by the KWPCRF to document this "cost and effectiveness" review requirement for the referenced project. In each case the City/Applicant must check the applicable statements as listed below, and indicate "NA" for any subjects Not Applicable to the KWPCRF project as funded.

1. Major Sewer Rehabilitation

The project does not include any sewer line or manhole rehabilitation measures.

The project includes sewer line and/or manhole rehabilitation. As per KDHE program direction, reducing sewage flows by reducing I/I in the collection system will inherently reduce energy use by reducing pumping costs and costs of treatment. A detailed analysis is not needed and was not prepared.

There is no water use by gravity sewers. A detailed analysis is not needed and was not prepared.

2. Sewage Pumping Stations

The project does not include any sewage pumping stations construction or rehabilitation. As per KDHE program direction the necessary capacity for pumping is determined by peak design sewage flow and the specific

head conditions which then dictate energy use needs for pumping. A detailed analysis is not needed and was not prepared.

_____ The design is encouraged to incorporate VFDs on the pump motors. (Check the space if VFDs are included in the design.)

_____ The design is encouraged to incorporate high efficiency design motors (NEMA Premium Efficiency) (note, smaller Hp motors may not be available as high efficiency designs). (Check the space if high efficiency design motors are included in the design.)

_____ There is no potable water use at these sewage pumping stations, except perhaps wash down at larger stations. Wherever potable water supply is provided to a sewage pumping station, backflow prevention must be provided in the design and construction. (Check the space if potable water supply to a sewage pumping station with backflow prevention is included in the design.)

3. Regionalization

NA The Preliminary Engineering Report (PER) must give serious consideration to abandoning the existing WWTP, if regionalization with a nearby wastewater treatment facility is at all feasible. A review has been completed and submitted to KDHE within the PER.

4. Non-discharging lagoons

X The project does not include a non-discharging lagoon in the design.

_____ The project includes a non-discharging lagoon in the design. As per KDHE program direction, this is a natural treatment process using sun and wind and using zero electricity (other than pumping) and zero natural gas (none needed for space heating, as these small lagoons do not have buildings). The only energy use is in fuel to mow the grass, which leaves no opportunity or need for this analysis. A detailed analysis is not needed and was not prepared.

_____ There is no water use by non-overflowing lagoons, and water reuse of the relatively small quantities of treated effluent available is openly allowed by agricultural crops if any farmer desires. A detailed analysis is not needed and was not prepared.

5. Discharging lagoons –

X The project does not include a discharging lagoon in the design.

_____ The project includes a discharging lagoon in the design. As per KDHE program direction, this is a natural treatment process using sun and wind and using zero electricity (other than pumping) and zero natural gas (none needed for space heating, as these small and even the larger lagoons do not have buildings). The only energy use is in fuel to mow the grass and taking/transporting the sample, which leaves no opportunity or need for this analysis. (It should be noted it is expected very few new or expanded discharging lagoons will be permitted in the future by KDHE due to more stringent water quality standards). A detailed analysis is not needed and was not prepared.

_____ There is no water use by discharging lagoons, and water reuse of the relatively small quantities of treated effluent available is openly allowed by agricultural crops if any farmer desires. A detailed analysis is not needed and was not prepared.

Kansas Water Pollution Control Revolving Fund



Loan Application

Applicant Information

Municipality Name: City of Council Grove, KS

Address: 205 N Union Street Council Grove KS 66846
Street City State Zip

Contact Person Nick Jones City Administrator
Name Title

Contact Info (620)767-5417 cityadministrator@cityofcouncilgrove.com
Phone No. Email

Tax ID No. 48-6027477 Congressional District of Municipality 2

Unique Entity ID. ZL5LCPENJRN6 Engineering Consultant Firm BG Consultants, Inc.

Engineering Contact Name Brian Foster, P.E.

Engineering Contact Phone No. (785)537-7448

Engineering Contact Email brian.foster@bgcons.com

Project Title: Council Grove Sanitary Sewer Collection System Pipe Lining & Repairs
Project Description:

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.

Requested Loan Repayment Term

- 20-year repayment
- 30-year repayment
- Interim financing (loan will be repaid when project is complete)

The interest rate for a 20-year repayment term will be set at 60% of the market rate, and a 30-year repayment term will be set at 70% of the market rate.

Project Details

Estimated Project Costs

Construction Cost	\$ 2,436,500		Contingencies \$ 243,650
Engineering Planning & Design	\$ 223,000	Administrative & Legal Costs	\$ 45,000
Construction Engineering & Inspection	\$ 214,600	Other	\$ 0
		Total Project Cost	\$ 3,162,750

List all anticipated funding sources which are intended to be utilized to complete this project:

KDHE SRF Loan	\$ 3,162,750
Cash on Hand	\$ 0
Community Development Block Grant (CDBG)	\$ 0
USDA Rural Development Grant**	\$ 0
Other	\$ 0
Total	\$ 3,162,750

** Do not include USDA Rural Development loan amounts if the SRF loan will be interim financing for the Rural Development loan

Anticipated Project Schedule:

	Date (month/year)
Notice of Public Meeting Issued	
Public Meeting Held	01/07/2025
Notice of Public Hearing Issued	
Public Hearing Held	02/04/2025
Environmental Review Letters Sent	12/06/2024
Final Plans and Specifications submitted to KDHE	
Duration of Construction (in months)	

Number of Customers (connections) for the previous 3 years:

Year	Residential	Commercial	Other	Total
2022				
2023				
2024				

If sewer charges are based (even in part) on volume of drinking water, complete the table for the Previous 3 Years

Year	Total Gallons Billed for Calculating Sewer Rate
2022	
2023	
2024	

Valuations for Previous 3 Years (for Cities Only)

Year	Assessed Valuation of Taxable Tangible Property (within City Limits)	Tangible Valuation of Motor Vehicles (within City Limits)	Total for Year
2022			
2023			
2024			

Attachments

The following documents must be submitted for the application to be considered complete.

Document	Attached	Will be Submitted Separately
Preliminary Engineering Report/Facilities Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cost and Effectiveness Certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>
List of Outstanding Debt Paid by Sewer Utility and Repayment Schedules	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Assurance of Public Participation Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Resolution Authorizing Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Outgoing Environmental Review Letters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Environmental Review Responses	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attachments Continued

The following documents must be submitted for the application to be considered complete.

Document	Attached	Will be Submitted Separately
EPA Form 6600-06(Certification Regarding Lobbying)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Sewer Use Ordinance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of User Charge System	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Capital Improvement Financing Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NPDES Permit Application (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>

Engineering Consultant Contract Procurement Process

When the applicant entered into an agreement with the engineering firm responsible for any engineering services related to the project, was the agreement procured using the all of the following:

- Public announcement of the solicitation (e.g., a Request for Qualifications);
- Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., identified in the solicitation);
- Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- Selection of at least three firms considered to be the most highly qualified to provide the services required; and.
- Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered

Yes No

Financial Capability Certification

The application signature below will also certify that the municipality has the financial capability to repay a Kansas Water Pollution Control Reviving Fund loan and also has the capacity to cover the costs of operation and maintenance of the entire system of which the proposed project is an integral part.

Signature

I certify that I am authorized to sign this application on behalf of the governing body. To the best of my knowledge and belief, the data in this application is true and accurate.

Signature: _____ Date: 02/05/2025
 Title: Debi Schwerdtfeger - Mayor

Submit this application and all required attachments to:

KDHE/BOW
 Attn: Kansas SRF Program
 1000 SW Jackson St., Suite 420
 Topeka, KS 66612-1367

CONTRACT FOR KDHE ADMINISTRATION SERVICES
FOR THE CITY OF COUNCIL GROVE, KANSAS
SEWER SYSTEMS IMPROVEMENTS PROJECT

THIS CONTRACT made this 4th day of February 2025, between WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, PO Box 187, Lawrence, Kansas 66044, and the CITY OF COUNCIL GROVE, KANSAS (THE CITY).

WHEREAS, THE CITY, is engaged in a Community Improvement project, and,

WHEREAS completion of this project requires the services of a qualified Administrator FOR KDHE LOAN ADMINISTRATION.

NOW, THEREFORE, THE CITY engages the services of WESTERN CONSULTANTS upon the following terms and conditions:

1. TERMINATION OF CONTRACT

A. FOR CAUSE

If, through any cause, either party shall fail to fulfill, in a timely and proper manner, their obligations under this Contract, or if either party shall violate any of the covenants, agreements, or stipulations of this Contract, the other party shall thereupon have the right to terminate this Contract by giving written notice to the breaching party of such termination and specifying the effective date thereof. This notice shall not be less than fifteen (15) days prior to the effective date.

B. FOR CONVENIENCE

The CITY may terminate this Contract, in whole or in part, at any time by written notice to WESTERN CONSULTANTS.

In event of termination, all finished or unfinished documents, studies and reports prepared by WESTERN CONSULTANTS, under this Contract, shall remain the property of WESTERN CONSULTANTS until WESTERN CONSULTANTS receives just and equitable compensation for any work satisfactorily completed hereunder, in accordance with this Contract, whereupon said documents, studies and reports shall become the property of THE CITY.

2. CHANGES

THE CITY may from time to time, request changes in the scope of services of WESTERN CONSULTANTS to be performed hereunder. Such changes, including any increase or decrease

in the amount of WESTERN CONSULTANTS' compensation, which are mutually agreed upon by both parties shall be incorporated in written amendments to this Contract.

3. PERSONNEL

- A. WESTERN CONSULTANTS represents that it has, or will secure at its own expense, all personnel required in performing the services under this Contract. Such personnel shall not be the employees of or have any contractual relationship with THE CITY.
- B. All the services required hereunder will be performed by WESTERN CONSULTANTS or under its supervision and all personnel shall be fully qualified to perform such services.
- C. None of the work or services covered by this Contract shall be subcontracted without the prior approval of THE CITY. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Contract.

4. SERVICES OF WESTERN CONSULTANTS

Services outlined in this Contract are those necessary to effectively administer the project. The following summary of services is not intended to limit the scope of service but is intended to illustrate the work and services to be provided by WESTERN CONSULTANTS.

These services will include, but are not limited to the following:

- Preparation of reports and paperwork to be submitted to State departments involved in the project.
- Perform necessary account procedures, relating to this project, until project is completed.
- Assist the City and Contractors with adherence to Affirmative Action rules and regulations.
- Review KDHE payment requests and check these against invoices.
- Process payment requests promptly.
- Work closely with City Staff throughout entire project.
- Attend Meetings that are project related.
- Report schedule changes to Governing Body.
- Assist City in project related public hearings required throughout the entire project.

- Work closely with all State departments and furnish additional information they may request.
- Perform additional duties as may be required.
- Apply for any necessary time extensions.
- Provide proper close-out requested by State departments involved in project.
- Operate within Federal and State guidelines, specifically:
 1. Title VI Civil Rights Act of 1964
 2. Section 109 Certifications
 3. Section 504 Certifications
 4. Age Discrimination Act of 1975
 5. Fair Housing Amendments Act of 1988
 6. Executive Order 11063 Certifications
 7. Kansas Act Against Discrimination
 8. Executive Order 11246 Certifications
 9. Section 3 Certifications
 10. Title VIII of the Civil Rights Act of 1968 as amended by the Housing Act of 1974
 11. Section 503 of the Rehabilitation Act of 1973 as amended
 12. 24 CFR 85 as modified by CFR 570 Subpart J
 13. Title 1 of the Housing & Community Development Act of 1974 as amended
 14. Section 519 Public Law 101-144 (The 1990 HUD Appropriation Act)
 15. Cranston-Gonzales National Affordable Housing Act (Section 906 & 912)
- Assist the City in developing a financial management system which will meet State and Local standards.
- Comply with all applicable laws, ordinances, and codes for the State and Local governments, including the attached "KDHE SRF CONTRACT PROVISIONS FOR CONSULTANT CONTRACTS"
- Will not discriminate against any employee or applicant for employment because of race, sex, creed, color, or national origin. WESTERN CONSULTANTS will take Affirmative Action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to their race, creed, sex, color, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment, or recruitment advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

WESTERN CONSULTANTS agrees to post, in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY, setting forth the provisions of this non-discrimination clause.

5. AUDIT

THE CITY will be responsible for having the records relating to this project audited by a Certified Public Accountant at the completion of this project if required. The expense for this audit will be a responsibility of the city.

6. INTEREST OF THE CITY'S GOVERNING BODY

No member of the Governing Body of the CITY, and no other officer, employee or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of the program shall have any personal financial interest, direct or indirect, in this Contract, and WESTERN CONSULTANTS shall take appropriate steps to ensure compliance.

7. INTEREST OF WESTERN CONSULTANTS AND EMPLOYEES

WESTERN CONSULTANTS covenants that it presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest of its service hereunder. WESTERN CONSULTANTS further covenants that in the performance of this Contract no person having any such interest shall be employed.

8. FEES

THE CITY agrees to pay WESTERN CONSULTANTS a fee for the services outlined.

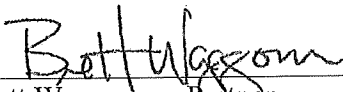
The fee, for these services, will be as follows:

Services will be billed at \$130.00 per hour not to exceed \$35,000 for the administration. If the project has an additional time extension past the projected 24-month completion date, and the \$35,000 has been expended for administration hours worked, all additional work hours will be billed at the current accepted rate of \$130.00.

In no way can the contract be changed without a written amendment approved by the CITY.

IN WITNESS WHEREOF, the parties have signed this Contract the day and year first mentioned above.

Debi Schwerdtfeger – Mayor
City of Council Grove, KS



Brett Waggoner - Partner
Western Consultants

KDHE SRF CONTRACT PROVISIONS FOR CONSULTANT CONTRACTS

STATE OF KANSAS
ACT AGAINST DISCRIMINATION
CONTRACT PROVISION CERTIFICATION FORM

During the performance of this contract, the contractor agrees as follows:

- (1) The contractor shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
- (2) In all solicitations or advertisements for employees, the contractor shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Commission;
- (3) If the contractor fails to comply with the manner in which the contractor reports to the Commission in accordance with the provisions of K.S.A.44-1031 and amendments thereto, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated, or suspended, in whole or in part, by the contracting agency;
- (4) If the contractor is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the Commission which has become final, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, in whole, or in part, by the contracting agency;
- (5) The contractor shall include the provisions of (1) through (4) in every applicable subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

PROJECT/CONTRACT NAME
AND NO. MUNICIPALITY

CONTRACTOR'S
SIGNATURE _____

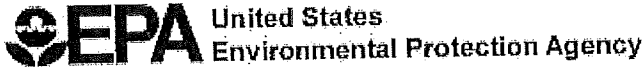


TITLE Partner

City of Council Grove

DATE 2/4/25

SRF PROJECT NO. 3085-01



3085-01

KDHE PROJECT #

CERTIFICATION REGARDING LOBBYING

**CERTIFICATION FOR CONTRACTS, GRANTS,
LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Brett Waggoner - Partner

Typed Name & Title of Authorized Representative

Brett Waggoner

2/4/25

Signature and Date of Authorized Representative

Contract Provisions for Equal Opportunity

1. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2. The contractor will, in all solicitations or advancements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
3. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The contractor will comply with all provisions of Executive Order No. 11246 of Sept. 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of Sept. 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided bylaw.
7. The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States." [Sec. 202 amended by EO 11375 of Oct. 13, 1967, 32 FR 14303, 3 CFR, 1966-1970 Comp., p. 684, EO 12086 of Oct. 5, 1978, 43 FR 46501, 3 CFR, 1978 Comp., p. 230]

Contract Provisions for the Kansas Act Against Discrimination

(a) Except as provided by subsection (c), every contractor for or on behalf of the State and any county or municipality or other political subdivision of the State, or any agency of or authority created by any of the foregoing, for the construction, alteration, or repair of any public building or public work or for the acquisition of materials, equipment, supplies, or services shall contain provisions by which the contractor agrees that:

- (1) The contractor shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
- (2) In all solicitations or advertisements for employees, the contractor shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Commission;
- (3) If the contractor fails to comply with the manner in which the contractor reports to the Commission in accordance with the provisions of K.S.A.44-1031 and amendments thereto, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated, or suspended, in whole or in part, by the contracting agency;
- (4) If the contractor is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the Commission which has become final, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, in whole, or in part, by the contracting agency;
- (5) The contractor shall include the provisions of subsections (a)(1) through (4) in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

(b) The Kansas Human Rights Commission shall not be prevented hereby from requiring reports of contractors found to be not in compliance with the Kansas Act Against Discrimination.

(c) The provisions of this section shall not apply to a contract entered into by a contractor:

- (1) Who employs fewer than four employees during the term of such contract; or
- (2) Whose contracts with the governmental entity letting such contract cumulatively total \$5,000 or less during the fiscal year of such governmental entity.

Contract Provisions for Restrictions on Lobbying

The Contractor agrees to comply with Title 40 CRF Part 34, New Restrictions on Lobbying. **A Certification form must be submitted with the bid documents.**

Contract Provisions for the Trafficking Victims Protection Act of 2000

The Contractor, its employees, sub-contractors, and sub-contractors employees under any SRF Loan Agreement, may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or sub-awards under the award.

Contract Provisions for Suspension and Debarment

The Contractor certifies that it is not suspended or debarred from participating in federal assistance and benefit programs and further agrees to fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Responsibilities of Participants Regarding Transactions." The Contractor must ensure that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. The Contractor agrees that failing to disclose the required information in 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Contract Provisions for Non Discrimination

The contractor must comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and a variety of program-specific statutes with nondiscrimination requirements.

Other civil rights laws may impose additional requirements on the contractor. These laws include, but are not limited to, Title VII of the Civil Rights Act of 1964 (prohibiting race, color, national origin, religion, and sex discrimination in employment), the Americans with Disabilities Act (prohibiting disability discrimination in employment and in services provided by State and local governments, businesses, and non-profit agencies), and the Fair Housing Act (prohibiting race, color, national origin, age, family status, and disability discrimination in housing), as well as any other applicable civil rights laws.

Contract Provisions for Non Segregated Facilities

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensuring that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. This obligation extends to all contracts containing the equal opportunity clause regardless of the amount of the contract. The term "facilities," as used in this section, means waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, wash rooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees; *Provided*, That separate or single-user restrooms and necessary dressing or sleeping areas shall be provided to assure privacy between the sexes.



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

	KDHE 20 yr	KDHE 30 yr
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
Sewer Connections	953	953
Average Monthly Increase Per Customer	\$ 17.40	\$ 13.50

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



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
Subtotal					\$ 168,000.00

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
Subtotal					\$ 152,250.00

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

City Council Meeting Minutes
January 21, 2025

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, Assistant City Attorney Molly Priest and City Attorney Brian Henderson. Others attending were Jan Sciacca, Karen Exon, Ryan McDonald, Cody Catlin.

PLEDGE OF ALLEGIANCE:

INVOCATION: Denise Hartman

PUBLIC COMMENT: N/A

CONSENT AGENDA:

Councilperson Jason Booker 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:

- January 7, 2025, Minutes
- December 7, 2025, to Current Appropriations.
- Cabin Transfers: N/A

OLD BUSINESS

- **Riverwalk Park/Amphitheater Fence Quote – Tim King**
City Administrator Nick Jones presented the Council with 4 different options for fence at Riverwalk Park/Amphitheater from Tim King. After discussion a motion was made by Councilperson Jason Booker to go with option 1 at a cost of \$25,708.33 to come from Infrastructure. The motion was seconded by Councilperson Sean Honer. Motion carried 5 – 1 with Councilperson Nathan Adams voting against Option 1.
 - **Option 1:**
 - 683ft Black Chain Link 6' Tall
 - 149ft Black Steel 3 Rail 5' Tall
 - COST: Materials \$13,708.33 + Labor \$12,000 Total = \$25,708.33
 - **Option 2:**
 - 832ft Black Chain Link 6' Tall
 - COST: Materials \$12,505.76 + Labor \$12,000 Total = \$24,505.76
 - **Option 3:**
 - 683ft Black Chain Link 6' Tall – No Fence in front of John White Memorial Pavilion
 - COST: Materials \$10,016.15 + Labor \$10,000 Total = \$20,016.1
 - **Option 4:**
 - 149ft Black Steel 3 Rail 5' Tall – Fence only in front of John White Memorial Pavilion
 - COST: Materials \$3,692.18 + Labor \$2,007.82 Total = \$5,700
- **4th of July Discussion:**
Discussion was held regarding the 4th of July Celebration. Councilperson Sean Honer presented the Council with examples of how Peabody raises funds for their 4th of July events. Councilperson Sharon Haun suggested getting a cost to have the show and letting the community know so that could contribute to it. Councilperson Jason Booker said we would have to see if anyone is available and get a cost and get it funded rather quickly. A motion was made by Councilperson Denise Hartman to pursue the ideal of finding a way to have fireworks. The motion was seconded by Councilperson Nathan Adams. Motion carried 6 – 0
- **Downtown Streetscape: Update**
City Administrator Nick Jones told the Council that Request for Qualifications was placed in the Council Grove Republican on January 8, 2025, and sent to 5 KDOT approved Engineering Companies. (BG Consultants, Swab Eaton, Kaw Valley Engineering, Barlett & West, and Alfred Benesch & Company) Administrator Jones said the technical proposals are due on or before January 23, 2025, and evaluations and ranking shall take place on or about January 27, 2025, with negotiations with the highest ranked firm to commence on or about January 30, 2025.

NEW BUSINESS

- **Sales Tax Grant Committee Recommendations:**

City Administrator Nick Jones presented the recommendations from the Sales Tax Grant Committee for the Council to approve the request for Sales Tax Grant Funding for the following.

- Friends of Kaw Heritage: \$1,000
 - The Friends of the Kaw Heritage request \$1,000 in Sales Tax Grant funding for continuation of the Kaw Council Series. Councilperson Jason Booker said the between 40 – 70 have attending the monthly series.
- Friends of Kaw Heritage: \$2,000
 - The Friends of the Kaw Heritage request \$2,000 in Sales Tax Grant funding for assisting with the Intertribal Powwow that takes place during Washunga Days.
- Heart of the Flint Hills Chapter of the Santa Fe Trail Association: \$10,000
 - Heart of the Flint Hills Chapter of the Santa Fe Trail Association requests \$10,000 in Sales Tax Grant funding for the cost associated with the Sante Fe Trail Association Symposium in September of 2025.
- Council Grove CVB – Washunga Days: \$25,000
 - The Council Grove CVB requested \$25,000 in Sales Tax Grant funding for Washunga Days marketing and promotions. The committee voted to give the remaining Sales Tax Grant Funds to Washunga Days in the amount of \$29,900.

After discussion Mayor Debi Schwerdtfeger read through the request to be voted on all together. A motion was made by Councilperson Sean Honer to approve the requests. The motion was seconded by Councilperson Denise Hartman. Motion Carried 5 – 1 with Councilperson Nathan Adams voting against the motion. City Attorney Brian Henderson advised the Council that since there was a non-consensus that the Council could vote on each individual request one at a time instead of them all in total. Mayor Schwerdtfeger asked the Council if that is what they wished to do, and the Council agreed.

- Friends of Kaw Heritage: \$1,000
 - A motion was made by Councilperson Denise Hartman to approve the request. The motion was seconded by Councilperson Mark Berner. Motion Carried 5 – 0 with 1 Abstention Councilperson Jason Booker.
- Friends of Kaw Heritage: \$2,000
 - A motion was made by Councilperson Mark Berner to approve the request. The motion was seconded by Councilperson Sharon Haun Motion Carried 5 – 0 with 1 Abstention Councilperson Jason Booker.
- Heart of the Flint Hills Chapter of the Santa Fe Trail Association: \$10,000
 - A motion was made by Councilperson Jason Booker to approve the request. The motion was seconded by Councilperson Sean Honer. Motion carried 6 – 0
- Council Grove CVB – Washunga Days: \$25,000
 - A motion was made by Councilperson Jason Booker to approve the remaining funds in the Sales Tax Grant in the amount of \$29,900 to the Council Grove CVB to be used for Washunga Days promotion. The motion was seconded by Councilperson Sean Honer. Motion carried 5 – 1 with Councilperson Nathan Adams voting against the motion.

- **Appointment of 2025 City Committees:**

Mayor Debi Schwerdtfeger read through the list of the 2025 City Committees appointments and asked for a motion to confirm the appointments. City Attorney Brian Henderson advised the Council that the list was open to discussion and if there were any particular committee that someone wants to discuss separately or vote on separately it can be removed and vote on everything else and then vote on that one. Mayor Schwerdtfeger asked the Council if there was anyone who had a desire to pull one out. Councilperson Sean Honer made a motion to approve the appointments as read. The motion was seconded Sharon Haun. Motion carried 6 – 0

- **Council Grove Fire Department 2025 Officers Appointments:**

Mayor Debi Schwerdtfeger read the 2025 Officers Appointments and asked for a motion to confirm the appointments. Councilperson Jason Booker made a motion to approve the appointments. The motion was seconded Councilperson Denise Hartman. Motion carried 6 – 0

- Fire Department Chief: Tyson Stevenson
- Treasurer/Assistant Fire Station: Steve Crichton
- Captain: Neil Julian
- Captain: Jesse Blosser
- Lieutenant: Zach Tyner
- Lieutenant: John Scarce
- Secretary: Colby Patnode
- Trustees: Jimmie Blackburn, Neil Julian, Zach Tyner, John Scarce, Travis Kopf

- **GOVERNING BODY COMMENTS**

- **Mayor Debi Schwerdtfeger** – said she spent some time in Kansas City last week and it is better here then there for sure and that our crews did a great job.
- **Councilperson Denise Hartman** – N/A.
- **Councilperson Sean Honer** – N/A
- **Councilperson Nathan Adams** – N/A
- **Councilperson Sharon Haun** – Blessed the Street Department took care of the snow.
- **Councilperson Jason Booker** – Ditto to what Councilperson Sharon said and getting the roads put back together, it was a mess. Councilperson Booker also said Luther Pepper passed away last week and said the Friends of Kaw Heritage has been trying to decide a memorial and asked about planting a memorial tree and if the city would want to participate.
- **City Attorney Brian Henderson** – N/A
- **Assistant City Attorney Molly Priest** – N/A
- **City Administrator Nick Jones** – said he would be attending the Kansas Association of Trail Stewards in Topeka on Friday, January 24, 2025 from 8:45am to around 3pm.
- Mayor Schwerdtfeger asked for a motion to adjourn. Councilperson Nathan Adams made a motion to adjourn. Councilperson Jason Booker seconded the motion.
Motion carried 6 – 0

Debi Schwerdtfeger Mayor

ATTEST:

Nick Jones City Administrator



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Planning and Zoning Commission Appointment

Appointment of Mark Brooks to the Planning and Zoning Commission for a term of 3 years.