



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

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

**City Council Agenda
February 7, 2023
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. Persons 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: Pages 2 – 4
- Appropriations:
- Lake Cabin Transfer:
- Liquor License Renewal – 1881 Liquors LLC. Pages 5 - 7

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

- Highway 56 Bid Results Pages 8 – 9

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

- Morris County Jail Renovation Permit Fee Waiver Request:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- AED: Automated External Defibrillator Purchase: Page 10

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- Sales Tax Grant Committee Recommendation: 4th of July Committee Page 11 - 13

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- Recreation Advisory Committee Recommendation: Fees Increase Page 14

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- Executive Session: Non-Elected Personnel

Motion:	Seconded:	Action:	Abstention:	Este. Cost:
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- Office Committee Recommendation: City Administrator Contract

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

Adjournment:

City Council Meeting Minutes
January 17, 2023

WELCOME AND CALL TO ORDER

Mayor Debi Schwerdtfeger called the regular City Council Meeting to order. Council members present were Sean Honer, Sharon Haun, and Denise Hartman, Larry Siegrist also present were the City Administrator Nick Jones and City Attorney Brian Henderson. Others attending were Jan Sciacca, Angie Schwerdtfeger, Pastor Billy Kryger, Pastor Chris Carlson

PLEDGE OF ALLEGIANCE

INVOCATION

Pastor Chris Carlson

PUBLIC COMMENT PERIOD

N/A

CONSENT AGENDA

Councilperson Sean Honer made a motion to approve the Consent Agenda as presented in the packet. Councilperson Sharon Haun seconded the motion. Motion Carried 4 – 0. The consent agenda consisted of:

- January 3, 2023, Minutes
- January 3, 2023, to Current Appropriations.

OLD BUSINESS

- **Riverwalk Playground: Drainage Issue**
City Administrator Nick Jones said that the Streets and Parks Department is working on correcting a drainage issue that washes out the mulch in the middle of the playground. Administrator Jones said that parts of the concrete sidewalk are being removed and concrete boxes with steal grates are being installed and connected to corrugated pipe to run water around the playground. Jones said there would also be some dirt work done to redirect some of the water runoff.

NEW BUSINESS

- **City Lake Committee Recommendations: Jamie Bradley A-10**
City Administrator Nick Jones presented the recommendation from The City Lake committee recommending the City Council approve a boundary line adjustment request of 5 feet for a boathouse for Jamie Bradley, A-10. Administrator Jones stated that the boundary line adjustment will not interfere with the neighboring cabins or access to the area. After discussion Councilperson Larry Siegrist made a motion to approve the recommendation from the City Lake Committee. The motion was seconded by Councilperson Sean Honer. Motion Carried 4 – 0
- **City Committee Appointments: Mayor Schwerdtfeger**
Mayor Debi Schwerdtfeger made appointments for the city committees listed below:
Public Works - Utilities: Sean Honer, Mark Berner

Public Works - Roads & Parks: Jason Booker, Honer

Police & Fire: Sharon Haun, Mark Berner

Parks & Rec: Larry Siegrist, Denise Hartman, Steve White, Jim Crosby, Jeff Blosser, Jackie Mills

Office: Jason Booker, Mark Berner

Council President: Mark Berner

GMDC: Debi Schwerdtfeger, Nick Jones

Chamber Rep: Sharon Haun

Flint Hills Regional Rep: Sharon Haun

Sales Tax Grant: Jason Booker, Mark Berner, Angie Schwerdtfeger, Dawn Palmquist, Mark Brooks

City Economic Development: Jason Booker, Debi Schwerdtfeger, Jesse Knight, Ryan McDonald, Cody Catlin, Mika Dornbos, Tracy Henry, Angie Schwerdtfeger, Zoey Bond, Rick Hemmy.

City Lake, City Lake Advisory & City Lake Sewer: Larry Siegrist, Sean Honer

Historic Sites: Mark Brooks, Sharon Haun, Denise Hartman, Zoey Bond, Larry Siegrist, Ken McClintock

Riverwalk: Sharon Haun, Mark Brooks, Debi Schwerdtfeger, Denise Hartman, Jesse Knight, Julie Hower, Daryl Bryant, Scott Allen, Mike Luce, Tim Tyner, Angie Schwerdtfeger, Cheryl Hayes, Jeff Blosser

July 4th: Larry Siegrist, Mark Berner, Sean Honer

Blighted Structure: Larry Siegrist, Sean Honer

Comp Plan: Jason Booker, Denise Hartman, Zoey Bond, Vern Hay

Santa Fe Trail Bicentennial Task Force: Sharon Haun, Zoey Bond, Denise Hartman, Larry Siegrist

City Lake Annexation Committee: Mark Berner, Denise Hartman, Jason Booker, Sharon Haun, Debi Schwerdtfeger

Planning and Zoning Commission: Jim Autry, Vern Hay, Kelly Judd, Jason Zeigler, Jim Crosby, John Steinkuhler, Taylor Adams

Building and Trades Board: Dave Blythe, Ron Pryor, Jeff Blim, Jason Ziegler, Rick Farr, Faron Adams

- **Downtown Alley's: Discussion**

City Administrator Nick Jones spoke to the Council regarding the possibility of resurfacing some of the alley's Downtown while Highway 56 is being milled and overlaid. Administrator Jones said he planned to have BG Consultants take a look at the alley's and do an assessment and get back to him.

GOVERNING BODY COMMENTS

- **Mayor Debi Schwerdtfeger – N/A**
- **Councilperson Jason Booker – Absent**
- **Councilperson Mark Berner – Absent**
- **Denise Hartman – N/A**
- **Councilperson Sean Honer – N/A**
- **Councilperson Larry Siegrist – N/A**
- **Councilperson Sharon Haun – N/A**
- **City Attorney Brian Henderson – N/A**
- **City Administrator Nick Jones – N/A**

- Mayor Debi Schwerdtfeger asked for a motion to adjourn. Councilperson Sean Honer made a motion to adjourn. Councilperson Denise Hartman seconded the motion. Motion carried 4 – 0

Debi Schwerdtfeger

Mayor

ATTEST:

Nick Jones

City Administrator

APPLICATION FOR RETAIL LIQUOR BY THE PACKAGE

P5

Council Grove, Kansas Jan. 19, 20 23

TO THE GOVERNING BODY OF THE CITY OF COUNCIL GROVE, MORRIS COUNTY, KANSAS

Council Members:

I hereby apply for a license to sell liquor by the package, in conformity with the laws of the State of Kansas, and the rules and regulations prescribed and hereafter to be prescribed by you relating to the sale or distribution of alcoholic beverages, and for the purpose of securing such license; I made the following statements under oath.

1. Name of Proposed licensee: Linda Kathleen (Kathy) Hannah (maiden name Morris)
 Age of proposed licensee: 56
 Street and address of licensee (residence): 190 Watersedge Loop, Council Grove, KS 66846
 Phone Number of Proposed licensee: (913) 638-1868
 How long have you been a resident of the State of Kansas? 6+ yrs now (prior KS resident for 41 yrs)
 How long have you been a resident of Morris County? 6 yrs
 How long have you been a resident of Council Grove? 6 yrs

2. Name of business for which license is desired: 1881 Liquors
 Address of business for which license is desired: 400 East Main Street
 Telephone number of business for which license is desired: (620) 767-5912
 Give Legal Description: Barth Addition - 14, 513, 116, ROBE, Block 23, Lot 13-14
 Describe Building: 2 story stone building on NE corner. Liquor store business operates on the 1st floor. Built in 1881.

3. Name and address of owner or owners of the premises upon which the place of business is located:
Linda Kathleen Hannah + my husband Joe Hannah.

4. Are you a citizen of the United States? Yes By birth or naturalization? Birth
 If naturalized, give place and date of naturalization: _____

5. Have you ever been convicted of a felony? No
 If so, when and where? _____

6. Have you ever been convicted of a crime involving moral turpitude? No
 If so, when and where? _____

7. Have you ever been convicted or adjudged guilty of drunkenness? No
 If so, when and where? _____

8. Have you ever been convicted or found guilty of Driving Under the Influence? No

If so, when and where? _____

9. Have you ever been convicted of a violation of any state or federal intoxication law? No

If so, when and where? _____

10. Is your place of business to be conducted by a manager or agent? No

If so, by whom? _____

11. What is your Kansas State Liquor License No.? 11655

What is the expiration date of your State Liquor License? 12/13/24 (see attached)

PLEASE ATTACH A COPY OF YOUR STATE LIQUOR LICENSE

12. Please enclose the City Liquor License Fee of \$500.00 with your application Check # 1224

I, Linda K. Hannah, the above named applicant hereby agree to comply with all of the laws of the State of Kansas, and all rules and regulations prescribed by you, and hereafter to be prescribed by you, relating to the sale or distribution of alcoholic beverages, and do hereby agree to purchase all alcoholic beverages from a wholesaler licensed and bonded under the laws of the State of Kansas, and do further consent to the immediate revocation of my alcohol beverage retail license, by proper officials, for the violation of such laws, rules or regulations.

Linda K. Hannah
Signature of Applicant

City Clerk

APPLICATION APPROVED ON THIS _____ day of _____, 20____
by the Mayor and Governing Body of the City of Council Grove, Morris County, Kansas.

CITY LICENSE NUMBER 15

Kansas Alcoholic Beverage Control Division Liquor License

Retailer's License

OWNER NAME: 1881 Liquors LLC
DBA: 1881 Liquors
ADDRESS: 400 E Main Street
Council Grove, KS 66846

LICENSE NO: 11655

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

PRIVILEGES:

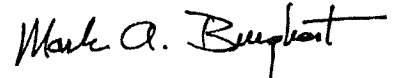
Allows the licensee to serve free samples of alcoholic liquor; make retail sales of alcoholic liquor, cereal malt beverage, non-alcoholic malt beverage and all other goods and services; deliver alcoholic liquor in the original package to certain other licensees and other sales as authorized by K.S.A. 41-308.

AGREEMENT:

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



Debbi Beavers
Director, Alcoholic Beverage Control



Mark A. Burghart
Secretary of Revenue

EFFECTIVE: 12/14/2022 EXPIRES: 12/13/2024

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

IMPORTANT INFORMATION

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

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

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

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

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

CLOSING YOUR BUSINESS

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



BG CONSULTANTS

ENGINEERS · ARCHITECTS · SURVEYORS

January 23, 2023

City of Council Grove
205 N. Union St.
Council Grove, KS 66846

RE: US-56 CCLIP Surface Preservation Project (64 U-2414-01)
BG Project No. 21-1451M

Dear Council:

On January 20, 2023 at 12:00 p.m., two bids and an Engineer's Opinion of Probable Cost (EOPC) were received and read publicly for the above referenced project. The bid summary is shown below, for quick reference, in ascending order based on the total bid cost. Detailed bid tabulations are attached.

Bidder	Base Bid
<i>Engineer's Opinion of Probable Cost</i>	\$542,699.00
Shilling Construction Co., Inc.	\$426,979.43
APAC-Kansas Inc. Shears Division	\$550,297.79

BG Consultants has experience with Shilling Construction on past projects of similar size and scope and it is our opinion that Shilling Construction is a capable and responsible bidder.

BG Consultants, Inc. recommends the City consider awarding the contract and authorizing construction to Shilling Construction. This recommendation is based upon our opinion of the identification of the lowest responsible bidder for the project. As always, our staff will be available for questions pertaining to this project or recommendation.

Sincerely,

Brady Hedstrom, P.E.
Project Engineer

Attachments: 21-1451M Bid Tabulations

BID TABULATIONS
US-56 CCLIP Surface Preservation Project (64 U-2414-01)
 Council Grove, Kansas
 Bid Letting January 20, 2023
 21-1451M

Item # Base Bid	Description	Quantity	Unit	Engineer's Estimate		APAC-Kansas Shears Div.		Shilling Construction Co.	
				Unit Price	Estimate	Unit Price	Estimate	Unit Price	Estimate
1	Mobilization	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 31,355.38	\$ 31,355.38	\$ 18,500.00	\$ 18,500.00
2	Contractor Construction Staking	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,747.13	\$ 5,747.13	\$ 1,000.00	\$ 1,000.00
3	Curb & Gutter, Combined (AE)	135	LF	\$ 75.00	\$ 10,125.00	\$ 95.84	\$ 12,938.40	\$ 72.40	\$ 9,774.00
4	Sidewalk Construction(4")(AE)	71	SY	\$ 75.00	\$ 5,325.00	\$ 169.36	\$ 12,024.56	\$ 200.00	\$ 14,200.00
5	Sidewalk Ramp	50	SY	\$ 350.00	\$ 17,500.00	\$ 446.93	\$ 22,346.50	\$ 200.00	\$ 10,000.00
6	Concrete Pavement (8")(Plain)	2	SY	\$ 100.00	\$ 200.00	\$ 409.35	\$ 818.70	\$ 250.00	\$ 500.00
7	Adjustment of Curb Inlets	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 5,726.80	\$ 5,726.80	\$ 750.00	\$ 750.00
8	Milling	17,307	SY	\$ 4.00	\$ 69,228.00	\$ 5.16	\$ 89,304.12	\$ 3.99	\$ 69,054.93
9	HMA-Commercial Grade (Class A)	2,070	Tons	\$ 145.00	\$ 300,150.00	\$ 136.25	\$ 282,037.50	\$ 113.00	\$ 233,910.00
10	HMA-Commercial Grade (Class A)(Patching)	74	Tons	\$ 300.00	\$ 22,200.00	\$ 203.68	\$ 15,072.32	\$ 235.00	\$ 17,390.00
11	Pavement Marking (Multi-Component)(White)(4")	2,091	LF	\$ 3.00	\$ 6,273.00	\$ 3.45	\$ 7,213.95	\$ 1.50	\$ 3,136.50
12	Pavement Marking (Multi-Component)(White)(6")	100	LF	\$ 3.00	\$ 300.00	\$ 4.60	\$ 460.00	\$ 2.00	\$ 200.00
13	Pavement Marking (Multi-Component)(Yellow)(4")	5,792	LF	\$ 1.50	\$ 8,688.00	\$ 2.87	\$ 16,623.04	\$ 1.00	\$ 5,792.00
14	Pavement Marking (Multi-Component)(Yellow)(12")	209	LF	\$ 10.00	\$ 2,090.00	\$ 17.24	\$ 3,603.16	\$ 6.00	\$ 1,254.00
15	Pavement Marking (Intersection Grade)(White)(24")	1,126	LF	\$ 20.00	\$ 22,520.00	\$ 25.29	\$ 28,476.54	\$ 18.00	\$ 20,268.00
16	Pavement Marking Symbol (Int. Grade)(White)(Left)	2	EA	\$ 250.00	\$ 500.00	\$ 344.83	\$ 689.66	\$ 350.00	\$ 700.00
18	Pavement Marking Removal	100	LF	\$ 1.00	\$ 100.00	\$ 5.75	\$ 575.00	\$ 1.00	\$ 100.00
19	Traffic Control	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 15,285.03	\$ 15,285.03	\$ 20,450.00	\$ 20,450.00
Base Bid Total =				\$ 542,699.00	\$ 542,699.00	\$ 550,297.79	\$ 550,297.79	\$ 426,979.43	\$ 426,979.43



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AED: Automated External Defibrillator Purchase

USD417 has asked to split the cost of 2 AED - Automated External Defibrillator for the Baseball and Softball complexes. The AED units will remain at the 2 facility's and be available for use during Rec League Baseball and Softball.

Cost Per Unit: \$1856 with a \$300 dollar rebate per unit

$\$1856 \times 2 = \$3,712$ before rebate

$\$3,712 - \$600 = \$3,112$ after rebate

Split: $\$3,112$ divided by 2 = \$1,556 City Cost

Police Department: Cost: $\$1856 - 300$ Rebate = \$1,556

Fire Department: Cost $\$1856 - \300 Rebate = \$1,556

Recreation Building (Armory): Cost $\$1,856 - \$300 = \$1,556$

Total Cost All Departments: \$6,224



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Sales Tax Grant Committee Recommendation

The Sales Tax Grant Committee recommends the Council approve a Sales Tax Grant request from the 4th of July Committee in the amount of \$20,000 to be used for the 2023 4th of July event.

City of Council Grove
Sales Tax Grant

Application must be filled out completely to be considered.

Amount being Requested \$ 20,000

Organization Name: Council Grove 4th of July Committee

Address: City Hall, 205 N. Union, Council Grove, KS 66846

Contact Person's Name: Nick Jones, City Administrator

Contact Person's Phone Number: (785)466-6775

Anticipated Project Period: July 4th, 2023

Are you requesting an exemption from the one year limit on money usage? No

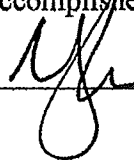
Is this organization tax-exempt? Yes

Total Project Cost \$ 25,000

Explain how applicant is providing their 20% portion of grant. The City will be providing volunteer help from the community, City Council, Jason Zeigler.

I agree to refund all unused grant monies to the City of Council Grove, once the project has been completed. I also agree to refund all unused grant monies if the Governing Body of the City of Council Grove deems that this project has not been completed within one year, unless time limit exemption has been granted. I also agree and understand that receipts of purchase must be provided to the City of Council Grove, so direct payment to applicant can be accomplished.

Signature _____



Date _____

01/12/2023

With this application, please provide a letter of need that explains why you feel grant money should be awarded for this project.

Please answer all questions on the next page to complete the Application.

1. Geographic Area to be served.

Council Grove and the surrounding communities

2. How will this request benefit the community of Council Grove as a Promotions Grant?

The City of Council Grove strives to provide and entertainment to residents and visitors. The 4th of July celebration draws in visitors and gives residents something fun entertaining to attend.

3. What are the problems that this project will try to solve?

The City of Council Grove strives to provide a high quality of life and excellent amenities for all residents. This celebration enhances the Flint Hills Life experience that we provide to our residents and visitors alike and draws people to town.

4. What kind of local support is there for the project?

The local support for the 4th of July Celebration has grown over the last few years and we look to continue that trend and continue to engage the community and visitors.

5. How will this grant, if awarded, be used?

Grant funding will be used to pay for entertainment during the 2020 4th of July Celebration. Specific purposes will be fireworks, DJ, and marketing for the event.

6. Any additional information you would like us to consider.

The committee appreciates your consideration and hope you can come enjoy the 4th of July Celebration! Provided we achieve the targeted funding, this year's fireworks show will be the biggest and best yet.



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The Council Grove Recreation Advisory Committee recommends an increase for all programs by \$5 for the 2023 enrollment year.

Programs CGRD/CGAC:

Pre-K Soccer - Current \$20 - 2023 \$25

K-5th Soccer - Current \$25 - 2023 \$30

Baseball/Softball:

T-ball - Current \$20 - 2023 \$25

Coach-Pitch - Current \$25 - 2023 \$30

10U - 18U - Current \$35 - 2023 \$40

Flag Football:

Current \$25 - 2023 \$30

Volleyball:

Current \$20 - 2023 \$25

Basketball:

K-2 - Current \$20 - 2023 \$25

3-6 - Current \$30 - 2023 \$35

Swimming Lessons:

Current \$20 - 2023 \$25