



**City Council Agenda  
 April 20, 2021  
 5:30 P.M. - City Hall**

WELCOME AND CALL TO ORDER

PUBLIC HEARING – Cares Grant – Evaluating the performance of Grant No. 20-CV-076

PLEDGE OF ALLEGIANCE

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
- Appropriations:
- Lake Cabin Transfer: N/A

Pages 2 – 4

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

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- North Riverwalk Extension Update:

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

- Riverwalk Amphitheater Concrete Bids:

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Cares Grant:
  - Adoption of Code of Conduct
  - Adoption of Procurement Procedure

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Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Street and Parks Committee Recommendation: South 11<sup>th</sup> Street: Speed Limit

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Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- Utilities Committee Recommendation:

Pages 7 - 8

Motion:	Seconded:	Action:	Abstention:	Este. Cost:	Appd.	Cost:
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- City Committee Appointments:

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

**Governing Body Comments:**

**Adjournment:**

City Council Meeting Minutes  
April 6, 2021

**WELCOME AND CALL TO ORDER**

Mayor Debi Schwerdtfeger called the regular City Council Meeting to order. Council members present were Jason Booker, Keith Wessel, Mark Brooks and Sharon Haun, Mark Berner, Larry Siegrist. City Attorney Bill Halvorsen and City Administrator Nick Jones were also present. Others attending were Mindy Andres, Marcus Hernandez, Angie Schwerdtfeger, Rose Mary Saunders, Crystal Hirinen, Jan Troxell, Melany Ink, Nichole Tiffany, Shawn Tiffany.

**PUBLIC HEARING** – Resolutions – Interlocal Agreement – Community Block Grant – Shawn & Nichole Tiffany  
City Attorney Bill Halvorsen presented to the Council two resolutions and the Interlocal Agreement that needed to be adopted for the City to sponsor Shawn and Nichole Tiffany's Community Block Grant.

The first resolution was certifying legal authority to apply for the 2021 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the Mayor to sign and submit such an application. Mayor Debi Schwerdtfeger asked for a motion to approve the first resolution. Councilperson Keith Wessel made a motion to approve the resolution. The motion was seconded by Councilperson Larry Siegrist. Motion Carried 6 – 0. Resolution Number 040621-01

The seconded resolution was declaring a building blighted with respect to the Kansas Small Cities Community Development Block Grant Program. Mayor Debi Schwerdtfeger asked for a motion to approve the second resolution. Councilperson Mark Brooks made a motion to approve the resolution. The motion was seconded by Councilperson Sharon Haun. Motion Carried 6 – 0. Resolution Number 040621-02

The Interlocal Agreement between the City of Council Grove and Shawn and Nichole Tiffany allows for the City to apply for the Community Development Block Grant from the State of Kansas. The Sub-applicants Shawn and Nichole Tiffany will benefit from the grant proceeds. The Sub-applicants will assume responsibility to see that all terms and expectations are meant. Mayor Debi Schwerdtfeger asked for a motion to approve the Interlocal Agreement. A motion was made by Councilperson Sharon Haun to approve the agreement. The motion was seconded by Councilperson Larry Siegrist. Motion Carried 6 – 0

**PUBLIC COMMENT PERIOD I**

Jan Troxell with the P.E.O Chapter submitted a Community Events Application for consideration to have Daddy Daughter Date Night on the Riverwalk on April 18, 2021 from 4:00 – 6:30pm. The event would use the same area USD417 is using for Prom the night before. Councilperson Keith Wessel made a motion to approve the application. The motion was seconded by Councilperson Larry Siegrist. Motion Carried 6 – 0

**CONSENT AGENDA**

Councilperson Sharon Haun made a motion to approve the Consent Agenda as presented in the packet. Councilperson Keith Wessel seconded the motion. The consent agenda consisted of:

- April 6, 2021 Minutes
- April 6, 2021, to Current Appropriations.
- Cabin Transfer: R-02

Motion carried 6 – 0

**OLD BUSINESS**

- **CTS Group – Update:**  
City Administrator Nick Jones reported the CTS Group has finished up the install of the new meters. City Administrator Nick Jones also informed the Council that there were about 20 meters the City would have to install because of issues with the turn off valve or plumbing issues.
- **North Riverwalk Extension – Update:**  
City Administrator Nick Jones reported that Bryant and Bryant would start work on the North Riverwalk Extension on Wednesday 4/7/2021.

**NEW BUSINESS**

- **Community Events Applications: Council Grove Disc Golf Club**

Melany Ink with the Council Grove Disc Golf Club requested the use of the parking areas at the Ball Field Complex the G.B.O. tournament on April 25, 28, 29, and 30. The Disc Golf Club will be running a shuttle to the Kanza View for the participants. A motion was made by Councilperson Keith Wessel to approve the application. The motion was seconded by Councilperson Larry Siegrist. Motion Carried 6 – 0

- **Sales Tax Grant Committee Recommendations:**

City Administrator Nick Jones presented the recommendation from the Sales Tax Grant Committee to the Council:

- **Council Grove/Morris County Chamber of Commerce & Tourism** requested \$20,000 in Sales Tax grant funding. The Sales Tax Grant Committee voted to recommend the approval of the grant request for \$20,000 from Sales Tax Grant Funds to the City Council. The funds will be used for advertising and promotion of the City of Council Grove. A motion was made by Councilperson Sharon Haun to approve the recommendation from the Sales Tax Grant Committee in the amount of \$20,000 to the Council Grove/Morris County Chamber of Commerce & Tourism. The motion was seconded by Councilperson Mark Brooks. Motion Carried 6 – 0
- **Washunga Days Committee** requested \$19,000 in Sales Tax grant funding. The Sales Tax Grant Committee voted to recommend the approval of the grant request for \$19,000 from Sales Tax Grant Funds to the City Council. The funds will be used for advertising and promotion of the Washunga Day's Events. A motion was made by Councilperson Keith Wessel to approve the recommendation from the Sales Tax Grant Committee in the amount of \$19,000 to the Washunga Days Committee. The motion was seconded by Councilperson Sharon Haun. Motion Carried 6 – 0
- **Council Grove Pride Committee** requested \$10,000 in Sales Tax grant funding. The Sales Tax Grant Committee voted to recommend the approval of the grant request for \$10,000 from Sales Tax Grant Funds to the City Council. The fund will be used to replace planters and trash can throughout town and purchase plants for the Madonna Park. A motion was made by Councilperson Mark Brooks to approve the recommendation from the Sales Tax Grant Committee in the amount of \$10,000 to the Council Grove Committee. The motion was seconded by Councilperson Mark Berner. Motion Carried 6 – 0
- **Council Grove Rotary** requested \$6,000 in Sales Tax grant funding. The Sales Tax Grant Committee voted to recommend the approval of the grant request for \$6,000 from Sales Tax Grant Funds to the City Council. The funds will be used to help with the cost of construction of the site for the new Rotary wagon. A motion was made by Councilperson Jason Booker to approve the recommendation from the Sales Tax Grant Committee in the amount of \$6,000 to Council Grove Rotary. The motion was seconded by Councilperson Sharon Haun. Motion Carried 6 – 0
- **Historic Preservation Corporation** requested \$20,000 in sales tax grant funding. The Sales Tax Committee voted to NOT recommend the approval of the grant request for \$20,000 from the Sales Tax Funds to the City Council. No Motion was made.

- **Ben I. Smith – Bleacher/Snack Shack Concrete Options:**

City Administrator Nick Jones presented the City Council with 3 options for concrete work for the new bleachers and connecting walkways at Ben I. Smith Field. The first option was for the concrete pad and ADA compliant seating along with a connecting pad connecting the bleachers and Snack Shack at a cost of \$16,000, which the Parks and Rec Committee was authorized to spend up to. The Second option would add a concrete pad between the new bleachers and the snack shack that ran the length of the snack shack at a cost of \$18,000. The third option would add concrete the length of the snack shack and a 20ft pad on the east end of the snack shack at a cost of \$22,440. Councilperson Larry Siegrist expressed concern for how the process was handled and suggested in the future that we have the options and cost before approving an amount for the project. A motion was made by Councilperson Mark Brooks to approve option 3 in the amount of \$22,440 to come from Infrastructure. The motion was seconded by Councilperson Keith Wessel. The motion carried 6 – 0

**GOVERNING BODY COMMENTS**

- **Councilperson Jason Booker** – None
- **Councilperson Mark Berner** – None
- **Councilperson Keith Wessel** – None
- **Councilperson Mark Brooks** – Asked that the Streets and Parks Committee look at Chautauqua street when considering places for Chip N Seal this year. Also, inquired about the washout area on Belfry that needs to be addressed. City Administrator Nick Jones said that he would get bids for the work.
- **Councilperson Larry Siegrist** – None
- **Councilperson Sharon Haun** – None
- **City Attorney Bill Halvorsen** – None
- **City Administrator Nick Jones** – Informed the Council that there will be traffic control on Valley Street for the duration on the North Riverwalk extension project.
- **Mayor Debi Schwerdtfeger** – Appointed Jesse Blosser to Fire Chief, Bo Bell to Captain 1, Tyson Stevenson to Captain 2, John Scarce to Treasurer, and Jerry Koch to Secretary.. Mayor Debi Schwerdtfeger also appointed the Fire Board, which consisted of Steve Crichton, Brian Brown, Bo Bell, John Scarce, Zach Tyner. Mayor Debi Schwerdtfeger asked for a motion to approve the appointments. A motion was made by Councilperson Keith Wessel to approve the appointments. The motion was seconded by Councilperson Sharon Haun. Motion Carried 6 – 0. Mayor Debi

**ADJOURNMENT**

Councilperson Sharon Haun made a motion to adjourn. Councilperson Mark Brooks seconded the motion. Motion carried 6 – 0

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Debi Schwerdtfeger                      Mayor

ATTEST:

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Nick Jones                      City Administrator

## CODE OF CONDUCT CITY OF COUNCIL GROVE, KANSAS

The opportunity to serve the public, as an elected or appointed official is a high honor and such opportunity confers a sacred trust to the office holder. Stewardship of the public trust not only requires allegiance to the law, but also obligates an elected or appointed official to act in ways consistent with the highest standards of ethical conduct; and,

The City Council adopts this Code of Conduct for elected officials and appointed officials as a means of promoting the vitality of the democratic process in city government. The following principles are offered to encourage elected and appointed officials to engage in ethical reflection in advance of decision making. Ultimately, the ethical course of action for an elected or appointed official must be discerned by the dictates of individual conscience, commitment to the public interest and statutory compliance.

The City Council, adopt the Code of Conduct for City Officials, as follows:

- ❖ An elected or appointed official should be vigorously dedicated to the democratic ideal of honesty, openness and accountability in all public matters involving city government.
- ❖ An elected or appointed official should be a model of decorum, respect for others and civility in all public relationships.
- ❖ An elected or appointed official should actively practice stewardship of the city's human, fiscal and physical resources.
- ❖ An elected or appointed official should strive for excellence and continuous learning in personal development and in all operations of city government.
- ❖ An elected or appointed official should perform the duties of public office with fairness and impartiality so as to enhance public confidence in city government.
- ❖ No elected official, appointed official, officer or agent of the City shall participate in selection or in the award or administration of a contract issued by the City if a conflict of interest, real or apparent, would be involved.
- ❖ The City elected officials, appointed officials; officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors or parties to sub-agreements.
- ❖ Violations of this Code of Conduct by the City's elected officials, appointed officials, officers, employees or agents of the City shall be prosecuted to the fullest extent permitted according to Local, State, and Federal law or regulations.

APPROVED and ADOPTED by the City Council of the City of Council Grove, Kansas, this 20th Day of April 2021.

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Mayor  
City of Council Grove, Kansas

(SEAL)

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City Clerk  
City of Council Grove, Kansas



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

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

## Streets and Parks Committee Recommendation

The Streets and Parks Committee recommends the speed limit on South 11<sup>th</sup> street be changed from 30mph to 20mph after reviewing the area. The recommendation is also based on complaints from residents with children and a recommendation from the Chief of Police Shawn Wangerin.



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## Utilities Committee Recommendation

The Utilities Committee Recommends a water and sewer rate increase of 3% based off recommendation from the water rate analysis done in 2019 by Carl Brown with Getting Great Rates. The analysis calls for a water and sewer rate increase over the next 5 years of 3% per year and a new analysis in year 6.

Water Rates within City would go from \$5.25 per 1,000 gallons to \$5.41 per 1,000 gallons.

Sewer Rates within the City would go from \$1.86 per 1,000 gallons to \$1.92 per 1,000 gallons.

Water Rate outside City would go from \$10.50 per 1,000 gallons to \$10.82 per 1,000 gallons.

Sewer Rates outside the City would go from \$3.72 per 1,000 gallons to \$3.83 per 1,000 gallons.



ORDINANCE NO. 2229

AN ORDINANCE SETTING RATES TO BE CHARGED FOR THE FACILITIES AND SERVICES MADE AVAILABE BY THE WATER WORKS SYSTEM OF THE CITY OF COUNCIL GROVE, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF COUNCIL GROVE, KANSAS:

Section 1. PURPOSE. The purpose of this Ordinance is to adjust the minimum monthly charges for water services furnished to domestic, business, commercial and industrial water customers within and outside the city limits of Council Grove, Kansas.

Section 2. WATER RATES WITHIN CITY. The following shall be the schedule of monthly charges for water services furnished to domestic, business, commercial and industrial water customers within the city limits of Council Grove, Kansas, to-wit:

- (a) The monthly minimum charge shall be \$17.15;
- (b) The unit charge per 1,000 gallons, all volume, shall be \$5.25;
- (c) The System Development Fee shall be \$1,500.00.

Section 2. WATER RATES OUTSIDE CITY. The following shall be the schedule of monthly charges for water services furnished to domestic, business, commercial and industrial customers outside the city limits of Council Grove, Kansas, to-wit:

- (a) The monthly minimum charge shall be \$34.30;
- (b) The unit charge per 1,000 gallons, all volume, shall be \$10.50;
- (c) The System Development Fee shall be \$3,000.00.

Section 3. SEWER RATES WITHIN CITY. The following shall be a schedule of monthly charges for sewer services furnished by the water works systems of the City of Council Grove, Kansas, to-wit:

- (a) The monthly minimum charge shall be \$8.46;
- (b) The unit charge per 1,000 gallons shall be \$1.86;
- (c) The System Development Fee shall be \$1,500.00.

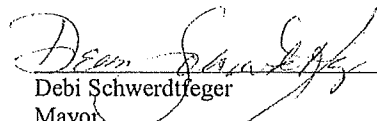
Section 4. SEWER RATES OUTSIDE CITY. The following shall be a schedule of monthly charges for sewer services furnished by the water works systems of the City of Council Grove, Kansas, to-wit:

- (a) The monthly minimum charge shall be \$16.91;
- (b) The unit charge per 1,000 gallons shall be \$3.72;
- (c) The System Development Fee shall be \$3,000.00.

Section 5. REPEAL. This Ordinance repeals Ordinance No. 2181 and any and all ordinances in conflict herewith.

Section 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its publication in the official city newspaper and shall commence with water consumption of March 1, 2020.

PASSED AND APPROVED BY THE GOVERNING BODY OF THE CITY OF COUNCIL GROVE THIS 4th day of February 2020.

  
 Debi Schwerdtfeger  
 Mayor

ATTEST:  
  
 Nick Jones, City Manager

