

**MERRIAM CITY COUNCIL MINUTES
CITY HALL
9001 WEST 62ND STREET
March 9, 2020
7:00 P.M.**

I. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mayor Ken Sissom called the meeting to order at 7:00 pm.

II. ROLL CALL

Scott Diebold
Chris Evans Hands
Bruce Kaldahl
Brian Knaff
Jason Silvers
Whitney Yadrich
David Neal via telephone
Bob Pape was absent

Staff present: Chris Engel, City Administrator; Ryan Denk, City Attorney; Meredith Hauck, Assistant City Administrator; Jim MacDonald, Public Works Director; Jenna Gant, Communication and Public Engagement Manager; Darren McLaughlin, Police Chief; Anna Slocum, Parks and Recreation Director; Donna Oliver, Finance Director; Bryan Dehner, Fire Chief and Juli Pinnick, City Clerk.

III. PUBLIC ITEMS

Members of the public are encouraged to use this time to make comments about matters that do not appear on the agenda. Comments about items on the regular agenda will be taken as each item is considered. ***Please note: individuals making Public Comments will be limited to 5 minutes.***

There were no public comments.

IV. CONSENT AGENDA

All items listed under the heading are considered to be routine by the City Council and may be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case that item will be removed from the Consent Agenda and considered separate

1. Consider approval of the minutes of the City Council meeting held February 24, 2020.

2. Consider approval of a bid award to Phoenix Construction for 2020 Sidewalk Infill project.
3. Consider approval of the purchase of four mobile column lifts for public works building.

COUNCILMEMBER DIEBOLD MOVED THAT THE COUNCIL APPROVE CONSENT AGENDA ITEMS 1-3. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

V. MAYOR'S REPORT

1. Swearing in of police officer Nathan Hoff.

Mayor Sissom administered the oath of office to police officer Nathan Hoff.

2. Promotion of Chris Brokaw to Captain.

Police Chief Darren McLaughlin announced the promotion of Sergeant Chris Brokaw to Captain.

Mayor Sissom informed the council that he will be sending them performance evaluation forms for the City Administrator. If all is complete by the next City Council Meeting there will be an Executive Session to go over the performance evaluation.

VI. COUNCIL ITEMS

A. Finance and Administration

1. Consider approval of Council Goals and Objectives.

Assistant City Administrator Meredith Hauck provided the background for this item.

The City Council Budget Goals and Objectives provides guidance to City staff during the budget development process. After the February 24, 2020 City Council meeting, the Council met in work session to their goals and objectives for FY21. The results of that work session were summarized and included in the City Council Agenda Packet.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE THE 2021 CITY COUNCIL GOALS AND OBJECTIVES. COUNCILMEMBER DIEBOLD SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

2. Consider approval of a resolution in support of the National League of Cities (NLC) Leading Together Cities Agenda.

City Administrator Chris Engel provided the background for this item.

Our nation is strongest when all levels of government work together to protect and advance the priorities of our residents. Accordingly, the National League of Cities (NLC) has announced the Leading Together Cities Agenda for the 2020 presidential election. This is America's agenda for a strong, safe and fair nation. This agenda lays out four principles and four priorities that candidates for President of the United States should support prior to seeking the endorsement of local leaders.

Principles - Respect the authority of local government to act in the best interests of our community; Partnership across parties and ideologies creates better solutions; Policies of Inclusion that respect diversity create opportunities for everyone to succeed; Accountability to our communities and residents for addressing challenges and opportunities to create positive results.

Priorities – Building Sustainable Infrastructure; Creating a Skilled Workforce; Ending Housing Instability & Homelessness; Reducing Gun Violence.

By Leading Together, elected leaders at all levels of government can advance positive solutions and build a strong, safe and fair America. During the 2020 election cycle, the National League of Cities is pleased to serve as a resource for those vying to be the next leader of our nation, and for those who want to better communicate about the needs of America's communities and their residents.

COUNCILMEMBER HANDS MOVED THAT THE COUNCIL APPROVE A RESOLUTION IN SUPPORT OF THE NLC LEADING TOGETHER CITIES AGENDA. COUNCILMEMBER YADRICH SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

3. Consider approval of re-allocation of Facility Maintenance Worker I to the Parks and Recreation Department budget.

Parks and Recreation director Anna Slocum provided the background for this item.

Custodial needs in the new community center are significantly different than any other city owned facility. After several staff conversations and site walk-throughs, it's been determined the facility needs a dedicated Facility Maintenance I employee embedded within the Parks Department and present in the new building 5 days a week during day time operational hours.

The recommended position will be created by moving 0.72 FTE from Public Works previously identified for this position and reallocating 0.28 FTE already present within the Parks and Recreation budget. This does not change the overall FTE count budgeted at 123.15 for 2020.

This will be an hourly position reporting to the Assistant Director of Parks and Recreation who will oversee the day-to-day operations of the new community center. The general purpose will be to perform a variety of routine tasks in custodial care and room set-ups within the facility; janitorial will occur overnight by a contracted provider. The salary range for this position will be \$30,256 – \$45,385 plus benefits. The cost of benefits can be absorbed through the part time salary line item since all positions were fully funded for 2020 with the uncertainty of when staff would need to be hired and trained. Annual cost of salaries and benefits is estimated to be \$54,650.

The goal is to fill the position by the beginning of May in hopes this person can help with the transition of facilities.

COUNCILMEMBER DIEBOLD MOVED THAT THE COUNCIL AUTHORIZE THE POSITION OF FACILITY MAINTENANCE WORKER I WITHIN THE PARKS AND RECREATION BUDGET. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

4. Community Center Update.

Assistant City Administrator Meredith Hauck presented the monthly Community Center Report. Ms. Hauck displayed an opening schedule for the new community center.

On May 15, 2020 the city will receive the building and start to move in. The Irene B. French Community Center (IBFCC) will close to the

public, however the Meals on Wheels program will continue to operate there.

On May 26, 2020 the pool balancing will be complete and building tours will begin and run through June 7.

There will be a flag lowering ceremony the evening of May 31, 2020 at the IBFCC to commemorate the closing of the building. On the morning of June 1, 2020 there will be a flag raising ceremony at the new community center. On that day, the center will be open for Charter Members with limited daily hours and other soft opening events that will run through June 5. June 1 will also be the first day of swim team practice at the center.

A Friends and Family event will be held the evening of June 5. This will consist of an invitation only event for all city employees and their families, as well as all the tradespeople who worked on the building.

Between June 6-7 the center will operate on a full schedule for Charter Members, then on June 8 the center will be fully open to the public. A grand opening event will be held in late June/early July. The staggered opening of the building allows for staff to get familiar with the new facility and work out any issues before being fully open to the public.

The marketing push will begin March 15 for memberships. So far with limited marketing, there have been 10 Charter Memberships sold. They will be available for purchase until June 7.

Since the center will not be fully open by Memorial Day, which is traditionally the opening day for the outdoor pool, staff has worked out an agreement with Roeland Park to allow Merriam residents, summer pass members and Charter Members to utilize their outdoor pool. The city will cover the cost of admission to the Roeland Park pool. This will be effective from May 31- June 7. Staff is also in discussions with the city of Mission for use of their pool during that time frame to offer two options for Merriam resident's access to an outdoor pool. The final agreements will be presented for council approval at a future meeting.

B. Community Development/Public Works/CIP

1. Consider approval of a bid award to Kansas Heavy Construction for 2020 Street and Storm drainage improvements.

Public Works Director Jim MacDonald provided the background for this item. On February 19, 2020, staff opened four bids for the 2020 Street and Storm Drainage Improvements. The scope of this project includes 2-inch mill/overlay, new pavement markings, installation of new streetlights on Johnson Dr. east of Antioch Rd. and on Mastin south of 60th Ter., new median landscaping on Johnson Dr., signal upgrades at 1-35, replacement of curb/gutters/sidewalk and ADA ramps as needed, replacement of over 1700 feet of failed storm drainage, and construction of southbound Mastin St. right turn into Merriam Park Elementary.

The Johnson Dr. portion of this project is designated as a Johnson County, County Assistance Road System (CARS) route. CARS has committed to reimburse the City 50% of construction engineering and actual construction cost up to a maximum of \$992,600. The Mastin Street and Storm Drainage and W. 59th Ter. improvements are being funded by our CIP Small Drainage Projects, Overlay Supplement, Special Highway Mill and Overlay budget and CIP Contingency.

In 2019, the Mastin project was postponed due to the bids being well over the engineers estimate, it is requested to use those unspent funds from 2019 to complete the Mastin portion of this project.

COUNCILMEMBER DIEBOLD MOVED THAT THE COUNCIL APPROVE A BID AWARD TO KANSAS HEAVY CONSTRUCTION FOR THE 2020 STREET AND STORM DRAINAGE IMPROVEMENTS. COUNCILMEMBER HANDS SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

2. Consider approval of the purchase of 78 LED streetlights.

Public Works Director Jim MacDonald provided the background for this item. The 2020 CIP budget for streetlights includes Johnson Drive. (Antioch to east city limits) South Park sub-division W 51st

Terrace to 49th St. Merriam Drive West to Knox (Community Development Block Grant (CDBG) Johnson Drive will receive the black decorative lights approved in 1996. The residential areas will receive the residential style streetlight approved in 2002. A total of 78 LED streetlights will be installed (34 black decorative lights and 44 residential lights). Excluding the value of in-house labor and equipment, the projected cost is \$372,806.64.

The City applied for \$70,000.00 in CDBG grant funds and was approved for \$57,702.00. Net cost to Merriam (excluding equipment and labor) for the 78 streetlights is \$315,104.64

The major components (foundations, poles, fixtures) are purchased directly from a sole source vendor that matches the components currently installed in Merriam. The poles and fixtures will be purchased from Sentry Electric, the foundations and controllers will be purchased from Electrical Midwest.

The wire, conduit, connectors and pull boxes will be purchased from Graybar through U.S Communities which allows municipalities to save money on products due to large volume purchasing. This association has developed efficient purchasing methods and practices in governmental procurement. The purchase through U.S Communities is in lieu of the City of Merriam soliciting bids because all contracts are competitively solicited by a lead agency.

COUNCILMEMBER SILVERS MOVED THAT THE COUNCIL ALLOW THE CITY ADMINISTRATOR TO APPROVE ALL PURCHASES ASSOCIATED WITH THE INSTALLATION OF 78 LED STREETLIGHTS, NOT TO EXCEED \$372,806.64. COUNCILMEMBER YADRICH SECONDED AND THE MOTION WAS UNANIMOUSLY APPROVED.

3. CIP Update.

Public Works Director Jim Macdonald provided the following CIP updates:

2019 Sidewalk In-Fill – This project is substantially complete with the Contractor to place seed or sod as soon as weather allows. Final payment will be issued as soon as sod is placed and accepted.

2020 Street & Storm Drainage - Johnson Dr. (BNSF to East City Limits) Mastin St. Improvements (Johnson Drive to Shawnee Mission Parkway) Staff opened 4 bids Feb 19th, with Kansas Heavy Construction being low bidder. A Pre-Construction Meeting was held March 4. A Public Meeting is set for March 11, with construction anticipated to begin mid-April 2020.

2020 Sidewalk In-Fill and Maintenance - Staff opened 8 bids Feb 26, with Phoenix Concrete being the low qualified bidder. A Pre-Construction Meeting was held March 4, with construction expected to begin mid-April 2020.

There was some discussion regarding the construction on I-35 at 75th that will begin late March. KDOT will be adding an additional lane going north and south. There will be detours and disruptions along that area of the highway. The city has little to no control over highway work and there may be residents unhappy with the situation, however there is little that the city can do regarding the construction project.

Councilmember Silvers asked about emergency services when the highway construction is underway.

Police Chief Darren McLaughlin commented that once they receive the plans and detour schedule, the police department can shift their zones to ensure adequate coverage and sufficient access to all areas of the city.

Fire Chief Bryan Dehner added that the computer aided dispatch system funnels all construction activity, road closures etc. on a daily basis to redirect and alert emergency responders. The system re-routes and/or will call in a different unit to get to the scene quickly.

VII. STAFF ITEMS

City Administrator Chris Engel commented that city council received a memo last week outlining the city's sustainability efforts. Staff will provide an update to that document throughout the year.

VIII. NEW BUSINESS

IX. EXECUTIVE SESSION

X. ADJOURNMENT

**THERE BEING NO FURTHER BUSINESS T COME BEFORE THE COUNCIL,
COUNCILMEMBER HANDS MOVED TO ADJOURN AT 7:50 PM.
COUNCILMEMBER YADRICH SECONDED AND THE MOTION WAS
UNANIMOUSLY APPROVED.**

APPROVED: April 13, 2020

Respectfully submitted,

Juliana Pinnick

Juliana Pinnick
City Clerk