



Governing Body, City of Garden Plain
City Building, 507 N Main St
Wednesday, October 2, 2024 at 6:00 pm

1. Call to Order by Mayor Kevin Hammond
2. Approval of October 2, 2024 Agenda
3. Citizen Comments
4. Consent Agenda:
 - a. Approval of September 4, 2024, Public Hearing Minutes
 - b. Approval of September 4, 2024, CC Meeting Minutes
 - c. Approval of September 2024 bills (checks to include 43999 – 44076)
Special Projects (checks to include 1063 – 1064)
 - d. Department reports
5. New Business:
 - a. Resolution 233 – Region G Hazard Mitigation Plan
6. Municipal Court Report
7. Executive Session:
 - a. Non-elected Personnel: K.S.A. 75-4319(b)(1) – 20 minutes
 - b. Attorney/Client: K.S.A. 75-4319(b)(2)
8. Pardon Attorney
9. Treasurer Report
10. Governmental Remarks
11. Adjournment

*NOTE: this agenda is subject to change without notice



Governing Body, City of Garden Plain
City Building, 507 N Main St
September 4, 2024 at 6:00 pm

Public Hearing:

1. Call to Order by Mayor Hammond:

Mayor Kevin Hammond called the public hearing to order council members present were Brent Randolph, Jessica Lyman, Tracy Thul, and Jenny Zoglman. Also present were Chief Gene Gacia, Kimberly McCormick – City Clerk, Kelly McElroy – City Administrator, Morgan Koon – City Attorney, Darren Haukap – City Treasurer, Tylor Struckman – Water/wastewater superintendent, Teri Bugner, Shawn Elliott, and Sean and Natalie Cowley.

2. Public Comments on the 2025 intent to exceed Revenue Neutral Rate:

None

3. Close the Public Comments:

4. Resolution 233 – Intent to exceed Revenue Neutral Rate: *Tracy Thul made a motion to adopt Resolution 233, 2nd by Brent Randolph. Vote: Zoglman – yay, Thul – yay, Randolph – yay, Lyman – yay. 4-0 motion carries.*

5. Public Comments on the 2025 proposed budget:

None

6. Close Public Comments:

7. Governing Body comments on the 2025 proposed budget:

None

8. Adjourn: *Brent Randolph made a motion to adjourn, 2nd by Jenny Zoglman. Vote: 4-0 motion carries.*

Respectfully submitted by Kimberly McCormick, MMC – City Clerk



Governing Body, City of Garden Plain
City Building, 507 N Main St
September 4, 2024 at 6:00 pm

1. Call to Order by Mayor Kevin Hammond: (6:04):

Mayor Kevin Hammond called the September 4, 2024 City Council meeting to order followed by the Pledge of Allegiance and moment of silence. Council members present were Jenny Zoglman, Tracy Thul, Brent Randolph and Jessica Lyman. Also present were Kimberly McCormick – Clerk, Kelly McElroy – Administrator, Morgan Koon – City Attorney, Tylor Struckman – W/WW Superintendent, Darren Haukap – Treasurer, Gene Garcia – Chief of Police, Teri Bugner, Shawn Elliott, and Natalie & Sean Cowley.

2. Approval of September 4, 2024 Agenda:

Brent Randolph made a motion to approve the September 4, 2024, agenda, 2nd by Jenny Zoglman. Vote: 4-0 motion carries.

3. Citizen comments:

Shawn Elliott introduced his daughter and son-in-law Natalie and Sean Cowley. They moved to town in February and are very happy. They wanted to see what the council meetings are all about.

4. Consent Agenda:

- a. Approval of August 7, 2024, CC Meeting Minutes
- b. Approval of August bills (checks to include 43892-43998) Special projects (checks to include 1060-1062)
- c. Department reports
- d. Ordinance 781 – Standard Traffic Ordinance (STO) *Brent Randolph made a motion to adopt Ordinance 781, 2nd by Tracy Thul. Vote: JZ – yay, TT- yay, BR-yay, JL – yay. 4-0 motion carries*
- e. Ordinance 780 – Uniform Public Offense Code (UPOC) *Tracy Thul made a motion to adopt Ordinance 780, 2nd Jenny Zoglman. Vote: JZ- yay, TT-yay, BR – yay, JL – yay. 4-0 motion carries.*
- f. Ordinance 782 – Natural Gas Service Connection fee: *Brent Randolph made a motion to adopt Ordinance 782, 2nd by Tracy Thul. Vote: JZ – yay, TT – yay, BR – yay, JL – yay. 4-0 motion carries.*

Discussion ensued about department reports. *Brent Randolph made a motion to approve the consent agenda, 2nd Jenny Zoglman. Vote: 4-0 motion carries.*

5. New Business:

- a. Adopt 2025 Budget: *Tracy Thul made a motion to adopt the 2025 budget as presented, 2nd by Brent Randolph. Vote: 4-0 motion carries*
- b. Grant Award Announcement: Mayor Kevin Hammond announced that the city had been awarded a \$1.635 m grant from NPS for the construction of a pool. He thanked all involved in getting this application put together and submitted. *Tracy Thul made a motion to accept the grant and sign the contract, 2nd by Jenny Zoglman. Vote: 4-0 motion carries.*

- c. Renew Emergency Water Interconnection agreement with the City of Cheney: Discussion ensued. *Brent Randolph made a motion to approve the agreement, 2nd by Jessica Lyman. Vote: 4-0 motion carries.*
 - d. Presentation of Final Wastewater Lagoon Study: Discussion ensued. Tylor explained the details and the reasoning for this study. We can move forward with moving to lagoons.
6. **Municipal Court Report:**
1 case in court for speeding.
7. **Executive Session:**
- a. Non-elected Personnel: K.S.A. 75-4319(b)(1): **(6:28 – 6:38)** Mayor requested 10 minutes for non elected personnel. *Tracy Thul made a motion to enter executive session for 10 minutes under K.S.A. 75-4319(b)(1) matters of non-elected personnel, 2nd by Brent Randolph. Vote 4-0 motion carries. Council returned at 6:38 with no binding action taken.*
 - b. Attorney/Client: K.S.A. 75-4319(b)(2): **6:40 – 6:52)** Morgan requested 10 minutes for Attorney/Client. *Brent Randolph made a motion to enter executive session for 10 minutes under K.S.A. 75-4319(b)(2) matters of attorney/client privilege, 2nd by Tracy Thul. Vote: 4-0 motion carries. Council returned at 6:52 with no binding action taken.*
8. **Pardon attorney: 6:53**
9. **Treasurer Report:**
Nothing
10. **Governmental Remarks:**
Reminder of music in the park this Saturday evening.
11. **Adjournment:** *Brent Randolph made a motion to adjourn, 2nd by Tracy Thul. Vote: 4-0 motion carries.*

Respectfully submitted by Kimberly McCormick, MMC – City Clerk

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 GARDEN PLAIN STATE BANK										
43999	9/06/2024	897	ALERT 360 - WICHITA	356.80						
44000	9/06/2024	634	ATLAS ELECTRIC LLC	160.00						
44001	9/06/2024	967	AUTO PROS SERVICE CENTER	482.35						
44002	9/06/2024	96	BECKER BROS	180.00						
44003	9/06/2024	33	BLACK HILLS ENERGY	5,696.92						
44004	9/06/2024	960	BRIAN HELTEN	42.88						
44005	9/06/2024	845	EVERGY	1,105.56						
44006	9/06/2024	9	FISHER LUMBER COMPANY INC	474.95						
44007	9/06/2024	15	GATEWAY OF GARDEN PLAIN	200.00						
44008	9/06/2024	916	IDEATEK TELCOM LLC	392.00						
44009	9/06/2024	37	KANSAS ONE-CALL SYSTEM INC	88.80						
44010	9/06/2024	924	KOON LAW FIRM LLC	2,575.00						
44011	9/06/2024	908	KURT BOOKOUT	804.30						
44012	9/06/2024	999999999	KYLE KILLGORE	400.00						
44013	9/06/2024	709	MABCD	151.00						
44014	9/06/2024	737	MERIDIAN ANALYTICAL LABS	1,617.00						
44015	9/06/2024	556	MID CONTINENT MARKET CNTR	1,792.19						
44016	9/06/2024	984	MOUNTAINLAND SUPPLY CO	289.84						
44017	9/06/2024	805	O'REILLY	12.99						
44018	9/06/2024	220	SAM'S CLUB	93.94						
44019	9/06/2024	930	THE CREATIVE INTERNET LLC	195.00						
*	44020	Thru	44024							
44025	9/13/2024	973	AGRI ENVIRONMENTAL SERVICES	1,120.00						
44026	9/13/2024	928	CULLIGAN OF WICHITA	45.50						
44027	9/13/2024	199	GODDARD ACE HARDWARE	111.96						
44028	9/13/2024	52	KANSAS STATE TREASURER	70.50						
44029	9/13/2024	985	KANZA COOPERATIVE ASSOC	2,302.92						
44030	9/13/2024	806	KIRKHAM MICHAEL	1,544.25						
44031	9/13/2024	981	PVS DX INC	40.00						
44032	9/13/2024	24	SEDGWICK COUNTY ELECTRIC COOP	825.02						
44033	9/13/2024	783	SOUTH CENTRAL SEALING LLC	22,163.40						
44034	9/13/2024	29	STUHLSATZ SERVICE INC	166.07						
44035	9/13/2024	17	TIMES-SENTINEL NEWSPAPERS	210.50						
44036	9/13/2024	961	TOOLS PLUS INDUSTRIES LLC	311.76						
44037	9/13/2024	660	TRAFFIC CONTROL SERVICES	747.00						
44038	9/13/2024	407	U.S POSTAL SERVICE (CMRS-FP)	500.00						
44039	9/13/2024	838	UTILITY SAFETY AND DESIGN INC	24.50						
44040	9/13/2024	594	VISA	.00					VOID:	
44041	9/13/2024	594	VISA	3,110.12						
44042	9/13/2024	487	VISION CARE DIRECT	173.70						
44043	9/13/2024	45	WASTE CONNECTIONS OF KS INC	6,022.20						
*	44044	Thru	44045							
44046	9/20/2024	33	BLACK HILLS ENERGY	38.81						
44047	9/20/2024	2	BCBS OF KANSAS	14,724.73						
44048	9/20/2024	963	CONTINENTAL WESTERN GROUP	41.00						
44049	9/20/2024	68	D C & B SUPPLY INC	684.38						
44050	9/20/2024	386	DWAYNE HAUKAP CONSTRUCTION	450.00						
44051	9/20/2024	845	EVERGY	28.98						
44052	9/20/2024	308	GARDEN PLAIN LIBRARY	20,000.00						
44053	9/20/2024	637	INLAND TRUCK PARTS	3,257.57						
44054	9/20/2024	149	KDHE-BUREAU OF WATER	60.00						

ACCOUNTS PAYABLE CHECK REGISTER

BANK# CHECK#	BANK NAME DATE	ACCOUNT# NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
44055	9/20/2024	908 KURT BOOKOUT	632.25				
44056	9/20/2024	613 PRAIRIELAND PARTNERS INC	151.08				
44057	9/20/2024	777 R K BLACK INC	509.96				
44058	9/20/2024	867 SYMMETRY ENERGY SOLUTIONS	398.09				
44059	9/20/2024	565 VERIZON WIRELESS	475.50				
44060	9/20/2024	787 VISION ALLIANCE MARKETING LLC	250.00				
44061	9/20/2024	906 WELLS FARGO	225.51				
44062	9/27/2024	986 APPLIED AUDIO & THEATRE SUPPLY	1,340.00				
44063	9/27/2024	634 ATLAS ELECTRIC LLC	1,262.86				
44064	9/27/2024	845 EVERGY	.00				VOID:
44065	9/27/2024	845 EVERGY	2,230.32				
44066	9/27/2024	277 GARDEN PLAIN HIGH SCHOOL	50.00				
44067	9/27/2024	999999999 MASON LOUGH	200.00				
44068	9/27/2024	556 MID CONTINENT MARKET CNR	1,792.10				
44069	9/27/2024	125 OFFICE DEPOT BUSINESS CREDIT	44.44				
44070	9/27/2024	762 ULINE	1,165.44				
44071	9/27/2024	766 UNDERGROUND VAULTS & STORAGE	20.00				
44072	9/27/2024	11 UTILITY CONSULTANTS INC	85.00				
44073	9/27/2024	565 VERIZON WIRELESS	247.51				
44074	9/27/2024	976 VOGTS-PARGA	15,716.04				
*	44075						
*	44076	9/27/2024	700 KIMBERLY MCCORMICK	218.42			
*	44077						
1449	9/10/2024	909 CSG FORTE PAYMENTS INC	52.00			E-PAY	
1450	9/12/2024	79 SALES & EXCISE TAX	418.47			E-PAY	
1451	9/13/2024	1 KPERS	4,161.35			E-PAY	
1452	9/13/2024	6 KS DEPARTMENT OF REVENUE	1,562.49			E-PAY	
1453	9/13/2024	562 EFTPS	8,767.73			E-PAY	
1454	9/27/2024	1 KPERS	3,872.21			E-PAY	
1455	9/27/2024	6 KS DEPARTMENT OF REVENUE	1,026.57			E-PAY	
1456	9/27/2024	562 EFTPS	5,360.43			E-PAY	
1457	9/27/2024	725 KPERS-OGLI	14.80			E-PAY	

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	148,136.96
CLEARED	.00

BANK 1 TOTAL	148,136.96
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	34,165.42	34,165.42	.00	.00
13 LOCAL SALES TAX	17,056.04	17,056.04	.00	.00
40 SPECIAL STREETS	22,163.40	22,163.40	.00	.00
55 SOLID WASTE	6,035.20	6,035.20	.00	.00
60 GAS FUND	20,045.28	20,045.28	.00	.00
70 SEWER FUND	13,943.02	13,943.02	.00	.00
75 STORM WATER	1,544.25	1,544.25	.00	.00
80 WATER FUND	12,712.63	12,712.63	.00	.00
98 LIBRARY FUND	20,471.72	20,471.72	.00	.00

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
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ACCOUNTS PAYABLE CHECK REGISTER
***** CHECK SUMMARY *****

BANK# BANK NAME
CHECK# DESCRIPTION

1 GARDEN PLAIN STATE BANK

43999 Thru	44019	Accounts Payable Checks
44020 Thru	44024	Payroll Checks
44025 Thru	44043	Accounts Payable Checks
44044		Utility Billing Checks
44045		Gap in Checks
44046 Thru	44074	Accounts Payable Checks
44075		Payroll Checks
44076		Accounts Payable Checks
1449 Thru	1457	Accounts Payable E-Pay

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
2 SPECIAL PROJ GARDEN PLAIN								
1063	9/06/2024	395	ATTORNEY GENERAL'S OFFICE	450.00				
1064	9/13/2024	851	RANSON FINANCIAL GROUP	9,449.00				

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:				
	OUTSTANDING	9,899.00		
	CLEARED	.00		

	BANK 2 TOTAL	9,899.00		
	VOIDED	.00		
FUND		TOTAL	OUTSTANDING	CLEARED

35	SPECIAL PROJECTS	9,899.00	9,899.00	.00
				.00

REPORT TOTALS:				
	OUTSTANDING	158,035.96		
	CLEARED	.00		

	GRAND TOTAL	158,035.96		
	VOIDED	.00		

FUND		TOTAL	OUTSTANDING	CLEARED	VOIDED

10	GENERAL FUND	34,165.42	34,165.42	.00	.00
13	LOCAL SALES TAX	17,056.04	17,056.04	.00	.00
35	SPECIAL PROJECTS	9,899.00	9,899.00	.00	.00
40	SPECIAL STREETS	22,163.40	22,163.40	.00	.00
55	SOLID WASTE	6,035.20	6,035.20	.00	.00
60	GAS FUND	20,045.28	20,045.28	.00	.00
70	SEWER FUND	13,943.02	13,943.02	.00	.00
75	STORM WATER	1,544.25	1,544.25	.00	.00
80	WATER FUND	12,712.63	12,712.63	.00	.00
98	LIBRARY FUND	20,471.72	20,471.72	.00	.00

ACCOUNTS PAYABLE CHECK REGISTER
***** CHECK SUMMARY *****

BANK#	BANK NAME	DESCRIPTION
CHECK#		

2 SPECIAL PROJ GARDEN PLAIN

1063 Thru 1064 Accounts Payable Checks

To: Garden Plain City Council
FR: City Staff
RE: **September Department Reports and Project Updates**

Background:

City staff is pleased to provide the following updates on current projects and initiatives.

Finance:

Sales tax revenue: We have not received the sales tax report from the County. Will send as soon as it is available.

Police:

Five reportable cases generated over the past month that required investigations, most of which were generic in nature. Two were stolen trailer reports with one being recovered and returned to owner. Two juveniles in need of care and a Domestic Violence report.

Other Activity:

- 151 area business checks
- 99 physical building checks
- 2 outside agency assists
- 14 dispatched calls for Garden Plain (check welfare, calls for service, etc.)
- 0 VIN inspections
- 3 assist medical calls
- 18 traffic stops resulting in 9 citations
- 9 warnings of various traffic infractions
- 1 animal related calls
- 50 citizen assistance requests by phone or in person
- 11 bar checks
- There was 2 complaints related to ordinance violations (trailers parking)
- 3 Suspicious vehicle and /or person reports were checked on without incident
- Homecoming Parade was successful between the light rain of the day
- Provided security for 3 GPHS home varsity events.
- **Scheduled Training:** National Criminal Information Center (NCIC) Certification and Terminal Access Control (TAC) classes including our OpenFOX and mobile data terminals were completed. The Department also provided inservice ALICE training to new USD 267 employees at GPPHS auditorium with the District Superintendent in attendance.

Public Works: Over the past few weeks our team has worked on the following projects and initiatives.

Natural Gas: The anode bed repairs for 343rd and 15th Street are scheduled for Oct. 14 and 15.

Parks:

- Preparing for relocation of disc golf tee's and baskets. Have been waiting on cooler weather and softer ground. We are trying to work this in amidst other projects
- Will winterize the bathrooms and water system in parks in mid to late October

Streets:

- Sign Inventory is completed on the north end of town and we are working on the south end now. Harry being the dividing line.
- Street sweeper running great, but found a hydraulic leak in one of the broom motors. The motor is in for repairs.

Stormwater: Anticipate work on phase 2 (extension of the drainage improvements at Main and Garnette) will begin in early November by Vogts – Parga.

Water:

- Installed water service at 106 Garnett
- Fire Hydrant on Blue Bells Ct- needs another repair, waiting on parts
- Fire Hydrant at 201 W. Ave. D- Rebuilt from top to bottom, but leaking from connection underground. Plan to excavate in the next few weeks to repair

Wastewater:

- Updated influent pump transmitter
- ORP, DO, TSS, and Mag Meters annual calibration completed
- Hauled 14,000 gallons of sludge

Other:

- **EDC** –There was no EDC meeting in March due to lack of business items.
- **Library** – No report. Reminder the Board does not meet every month.
- **Planning Commission**- the Commission met on Sept. 25 and reviewed proposed zoning code changes and the 2020 comprehensive plan updates and changes. The required public hearings for both items will be published in the local paper and held at the Oct. 30 regular PC meeting.

Upcoming Special Events/City Closures:

- 09.28.24: Music in the Park: The Lough Brothers: 8 PM – Refreshments sponsored by Fisher Lumber
- 10.08.24: Music in the Park: Foolish Endeavor: 8 PM – Refreshments sponsored by City of GP

Recommended Action: The City Council is asked to:

1. Receive and file.

Attachments:

None

RESOLUTION 233

A RESOLUTION ADOPTING THE KANSAS HOMELAND SECURITY REGION G HAZARD MITIGATION PLAN

Whereas, the City of Garden Plain recognizes the threat that natural hazards pose to people and property within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

Whereas, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards; and

Whereas, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

Whereas, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

Whereas, the City of Garden Plain fully participated in the FEMA prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

Whereas, the Kansas Division of Emergency Management and FEMA Region VII officials have reviewed the Kansas Homeland Security Region G Hazard Mitigation Plan, and approved it contingent upon this official adoption of the participating governing body; and

Whereas, the City of Garden Plain desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Kansas Homeland Security Region G Hazard Mitigation Plan; and

Whereas, adoption by the governing body for the City of Garden Plain demonstrates the jurisdictions’ commitment to fulfilling the mitigation goals and objectives outlined in this plan, and

Whereas, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

Now, therefore, be it resolved, that the City of Garden Plain adopts the Kansas Homeland Security Region G Hazard Mitigation Plan as an official plan; and

Be it further resolved, the City of Garden Plain will submit this adoption Resolution to the Kansas Division of Emergency Management and FEMA Region VII officials to enable the plan's final approval.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing body.

ADOPTED this 2nd day of October 2024 and **SIGNED** by the Mayor.

Kevin Hammond, Mayor

ATTEST:

Kimberly McCormick, City Clerk