



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

1. Call to Order by Mayor Kevin Hammond
2. Approval of September 4, 2024 Agenda
3. Citizen Comments
4. Consent Agenda:
 - a. Approval of August 7, 2024, CC Meeting Minutes
 - b. Approval of July 2024 bills (checks to include 43892 – 43998)
Special Projects (checks to include 1060 – 1062)
 - c. Department reports
 - d. Ordinance XXX – Standard Traffic Ordinance (STO)
 - e. Ordinance XXX – Uniform Public Offense Code (UPOC)
 - f. Resolution 234 – Natural Gas Service Connection Fee
5. New Business:
 - a. Adopt 2025 Budget (See Budget Public Hearing Agenda Packet)
 - b. Grant Award Announcement
 - c. Renew Emergency Water Interconnection Agreement with the City of Cheney
 - d. Presentation of Final Wastewater Lagoon Study
6. Municipal Court Report
7. Executive Session:
 - a. Non-Elected Personnel: K.S.A. 75-4319(b)(1)
 - b. Attorney/Client: K.S.A. 75-4319(b)(2) – 20 Minutes
8. Pardon City 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
August 7, 2024 at 6:00 pm

1. Call to Order by Mayor Kevin Hammond: (6:00):

Mayor Kevin Hammond called the August 7, 2024 City Council meeting to order followed by the Pledge of Allegiance and moment of silence. Council members present were Jenny Zoglman, Tracy Thul, Amy Hunter, 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, Larry Kleeman – Ranson Financial, and Eddie – Bobcat.

2. Approval of August 7, 2024 Agenda:

Brent Randolph made a motion to approve the August 7, 2024, agenda, 2nd by Amy Hunter. Vote: 5-0 motion carries.

3. Citizen comments:

None

4. Consent Agenda:

- a. Approval of July 10, 2024, CC Meeting Minutes
- b. Approval of July 19, 2024, Special CC Meeting Minutes
- c. Approval of July 2024 bills (checks to include 43818 – 43892)
- d. Department reports

Tracy Thul made a motion to approve the consent agenda, 2nd by Amy Hunter. Vote: 5-0 motion carries.

5. New Business:

- a. Bond Sale, Ordinance 779, Resolution 232 – Larry Kleeman: Larry Kleeman advised council that we had two bids come in for the bond sale and gave his recommendation. He went over the debt service schedule and the costs of issuance. *Amy Hunter made a motion to accept the best bid from Central States Capital, 2nd by Jenny Zoglman. Vote: 5-0 motion carries. Tracy Thul made a motion to adopt Ordinance 779 authorizing the issuance of bonds, 2nd by Brent Randolph. Vote: Zoglman – yay, Thul – yay, Hunter – yay, Randolph – yay, Lyman – Yay. 5-0 motion carries. Brent Randolph made a motion to adopt Resolution 232, 2nd by Amy Hunter. Vote: 5-0 motion carries.*
- b. New Police Radios: Chief Garcia explained the reason for needing the new radios, and went over the bid. Discussion ensued. *Brent Randolph made a motion to purchase the radios outright for \$35064.23, 2nd by Jenny Zoglman. Vote: 5-0 motion carries*
- c. Resolution 231 – Trash Rates: Resolution 231 was presented to the council based on their discussion from last month. *Tracy Thul made a motion to adopt Resolution 231, 2nd Brent Randolph. Vote: 5-0 motion carries.*
- d. New Bobcat – Tylor Struckman: Discussion ensued about the need for the new Bobcat. Also discussion about how the lease program works. *Tracy Thul made a motion to purchase the Bobcat outright at a cost of \$53,655.22, 2nd by Amy Hunter. Vote: 5-0 motion carries.*

- e. New Mini X – Tylor Struckman: This was discussed because of the lease program with Bobcat. Discussion ensued. Remove from agenda until there is a need for this equipment.
- f. Ordinance 778 – Common Consumption area – Morgan Koon: Discussion ensued. *Brent Randolph made a motion to adopt Ordinance 778, 2nd by Tracy Thul. Vote: 5-0 motion carries*
- g. Natural Gas Utility hook on fee increase: Discussion ensued. Clerk is to visit with Morgan to get the correct wording, we will repeal ordinance and set this by resolution. Bring back to the council next month.

6. Municipal Court Report:

Had a couple minors in court trying to have punishment that fits the crime as well has teaches a lesson in hopes he will not see them again. They get one pass. Rest was typical and went well.

7. Executive Session:

None needed

8. Treasurer Report:

Nothing

9. Governmental Remarks:

Brent stated that it is nice to see the park being utilized more. He attributes that to the hard work of staff keeping it maintained. Music in the park was a success and we are working on more. Amy questioned water restrictions; it was stated that we are not currently on any restrictions but we are monitoring our wells. We do have a plan in place if it is necessary to move forward with restrictions and conservation.

10. Adjournment:

Brent Randolph made a motion to adjourn, 2nd by Tracy Thul. Vote: 5-0 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										
*	43893	Thru	43898							
	43899	8/02/2024		224	AFLAC ADMIN SERVICES	300.00				
	43900	8/02/2024		897	ALERT 360 - WICHITA	356.80				
	43901	8/02/2024		96	BECKER BROS	282.50				
	43902	8/02/2024		960	BRIAN HELTEN	117.25				
	43903	8/02/2024		932	CENTRAL POWER SYSTEMS & SERV	1,004.45				
	43904	8/02/2024		802	CENTRAL SAND COMPANY INC	452.26				
	43905	8/02/2024		928	CULLIGAN OF WICHITA	14.00				
	43906	8/02/2024		972	DOLLAR GENERAL	303.05				
	43907	8/02/2024		9	FISHER LUMBER COMPANY INC	1,012.08				
	43908	8/02/2024		199	GODDARD ACE HARDWARE	24.98				
	43909	8/02/2024		52	KANSAS STATE TREASURER	23.50				
	43910	8/02/2024		806	KIRKHAM MICHAEL	6,036.29				
	43911	8/02/2024		924	KOON LAW FIRM LLC	2,575.00				
	43912	8/02/2024		713	KS ALCOHOLIC BEVERAGE CONTROL	25.00				
	43913	8/02/2024		908	KURT BOOKOUT	632.25				
	43914	8/02/2024		12	LEAGUE OF KS MUNICIPALITIES	900.63				
	43915	8/02/2024		529	MAINZ & ASSOCIATES	388.33				
	43916	8/02/2024		737	MERIDIAN ANALYTICAL LABS	90.00				
	43917	8/02/2024		958	MUNICIPAL SUPPLY INC	6,154.49				
	43918	8/02/2024		950	RAM MANUFACTURING	300.00				
	43919	8/02/2024		979	THE TAP	325.82				
	43920	8/02/2024		205	USA BLUEBOOK	165.64				
	43921	8/02/2024		541	WICHITA STATE UNIVERSITY	305.00				VOID: duplicate payment
	43922	8/09/2024		928	CULLIGAN OF WICHITA	20.00				
	43923	8/09/2024		386	DWAYNE HAUKAP CONSTRUCTION	325.00				
	43924	8/09/2024		980	EQUIPMENTSHARE	688.84				
	43925	8/09/2024		35	FARMERS COOP ELEVATOR CO	2,781.32				
	43926	8/09/2024		15	GATEWAY OF GARDEN PLAIN	200.00				
	43927	8/09/2024		199	GODDARD ACE HARDWARE	99.93				
	43928	8/09/2024		916	IDEATEK TELCOM LLC	392.00				
	43929	8/09/2024		637	INLAND TRUCK PARTS	1,124.59				
	43930	8/09/2024		366	KANSAS CORPORATION COMMISSION	413.00				
	43931	8/09/2024		37	KANSAS ONE-CALL SYSTEM INC	93.60				
	43932	8/09/2024		709	MABCD	1,277.60				
	43933	8/09/2024		116	MESA PRODUCTS INC	1,728.67				
	43934	8/09/2024		680	MIDWEST SINGLE SOURCE	414.08				
	43935	8/09/2024		805	O'REILLY	128.68				
	43936	8/09/2024		263	PINK PEST CONTROL	92.00				
	43937	8/09/2024		220	SAM'S CLUB	286.72				
	43938	8/09/2024		24	SEDGWICK COUNTY ELECTRIC COOP	653.41				
	43939	8/09/2024		979	THE TAP	2,072.72				
	43940	8/09/2024		660	TRAFFIC CONTROL SERVICES	1,736.00				
	43941	8/09/2024		594	VISA	4,049.35				
	43942	8/09/2024		487	VISION CARE DIRECT	173.70				
	43943	8/09/2024		45	WASTE CONNECTIONS OF KS INC	5,957.15				
*	43944	Thru	43950							
	43951	8/16/2024		33	BLACK HILLS ENERGY	32.55				
	43952	8/16/2024		952	CASEY CRADDOCK	184.38				
	43953	8/16/2024		779	CORE & MAIN	579.70				
	43954	8/16/2024		657	FARM SUPPLY	142.67				

ACCOUNTS PAYABLE CHECK REGISTER

BANK# CHECK#	BANK NAME DATE	ACCOUNT# NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
43955	8/16/2024	199 GODDARD ACE HARDWARE	54.98				
43956	8/16/2024	737 MERIDIAN ANALYTICAL LABS	717.00				
43957	8/16/2024	958 MUNICIPAL SUPPLY INC	368.67				
43958	8/16/2024	805 O'REILLY	293.82				
43959	8/16/2024	436 SEDGWICK CO REGISTER OF DEEDS	33.00				VOID: NOT NEEDED
43960	8/16/2024	867 SYMMETRY ENERGY SOLUTIONS	697.41				
43961	8/16/2024	930 THE CREATIVE INTERNET LLC	195.00				
43962	8/16/2024	838 UTILITY SAFETY AND DESIGN INC	11,916.49				
43963	8/16/2024	906 WELLS FARGO	58.41				
43964	8/23/2024	224 AFLAC ADMIN SERVICES	450.00				
43965	8/23/2024	967 AUTO PROS SERVICE CENTER	80.74				
43966	8/23/2024	2 BCBS OF KANSAS	13,297.77				
43967	8/23/2024	963 CONTINENTAL WESTERN GROUP	210.00				
43968	8/23/2024	779 CORE & MAIN	2,332.08				
43969	8/23/2024	845 EVERGY	.00				VOID:
43970	8/23/2024	845 EVERGY	2,302.75				
43971	8/23/2024	637 INLAND TRUCK PARTS	4,221.09				
43972	8/23/2024	52 KANSAS STATE TREASURER	182,527.50				
43973	8/23/2024	700 KIMBERLY MCCORMICK	273.36				
43974	8/23/2024	806 KIRKHAM MICHAEL	5,152.43				
43975	8/23/2024	798 MID-AMERICA RESEARCH CHEMICAL	213.75				
43976	8/23/2024	139 MAYER SPECIALTY SERVICES LLC	1,975.00				
43977	8/23/2024	737 MERIDIAN ANALYTICAL LABS	136.50				
43978	8/23/2024	613 PRAIRIELAND PARTNERS INC	75.12				
43979	8/23/2024	981 PVS DX INC	1,147.42				
43980	8/23/2024	777 R K BLACK INC	106.23				
43981	8/23/2024	17 TIMES-SENTINEL NEWSPAPERS	246.75				
43982	8/23/2024	762 ULINE	145.84				
43983	8/23/2024	565 VERIZON WIRELESS	475.14				
43984	8/23/2024	787 VISION ALLIANCE MARKETING LLC	250.00				
43985	8/23/2024	906 WELLS FARGO	167.10				
43986	8/23/2024	982 WHITESTAR MACHINERY	53,655.22				
43987	8/23/2024	556 MID CONTINENT MARKET CENR	1,792.19				
43988	8/30/2024	634 ATLAS ELECTRIC LLC	10,889.20				
43989	8/30/2024	972 DOLLAR GENERAL	122.23				
43990	8/30/2024	999999999 KANSAS SECURED TITLE	470.00				
43991	8/30/2024	700 KIMBERLY MCCORMICK	279.52				
43992	8/30/2024	806 KIRKHAM MICHAEL	1,960.00				
43993	8/30/2024	774 MICHAEL MARTINEZ	55.27				
43994	8/30/2024	461 NOWAK CONSTRUCTION CO INC	1,500.00				
43995	8/30/2024	565 VERIZON WIRELESS	247.36				
43996	8/30/2024	180 WAL-MART	232.14				
43997	8/30/2024	311 WATERWISE ENTERPRISES LLC	793.00				
43998	8/30/2024	983 WILLYGOAT LLC	4,025.00				
*	43999						
	1436	8/02/2024	1 KPERS	3,353.40			E-PAY
	1437	8/02/2024	6 KS DEPARTMENT OF REVENUE	1,038.40			E-PAY
	1438	8/02/2024	562 EFTPS	6,460.39			E-PAY
	1439	8/07/2024	79 SALES & EXCISE TAX	401.10			E-PAY
	1440	8/09/2024	909 CSG FORTE PAYMENTS INC	68.00			E-PAY
	1441	8/09/2024	909 CSG FORTE PAYMENTS INC	5.50			E-PAY
	1442	8/16/2024	1 KPERS	4,052.60			E-PAY
	1443	8/16/2024	6 KS DEPARTMENT OF REVENUE	1,100.11			E-PAY

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1444	8/16/2024	562	EFTPS	5,901.99				E-PAY
1445	8/30/2024	1	KPERS	4,015.36				E-PAY
1446	8/30/2024	6	KS DEPARTMENT OF REVENUE	1,078.93				E-PAY
1447	8/30/2024	562	EFTPS	5,830.77				E-PAY
1448	8/30/2024	725	KPERS-OGLI	14.80				E-PAY

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

BANK TOTALS:	
OUTSTANDING	386,562.81
CLEARED	.00
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BANK 1 TOTAL	386,562.81
VOIDED	338.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	74,327.89	74,327.89	.00	338.00
13 LOCAL SALES TAX	8,940.00	8,940.00	.00	.00
30 BONDS AND INTEREST	102,527.50	102,527.50	.00	.00
32 LAND BANK	470.00	470.00	.00	.00
55 SOLID WASTE	5,974.15	5,974.15	.00	.00
60 GAS FUND	38,845.26	38,845.26	.00	.00
70 SEWER FUND	107,639.58	107,639.58	.00	.00
75 STORM WATER	8,438.72	8,438.72	.00	.00
80 WATER FUND	38,924.82	38,924.82	.00	.00
98 LIBRARY FUND	474.89	474.89	.00	.00

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

BANK# BANK NAME
CHECK# DESCRIPTION

1 GARDEN PLAIN STATE BANK

43893 Thru	43898	Payroll Checks
43899 Thru	43943	Accounts Payable Checks
43944 Thru	43945	Payroll Checks
43946 Thru	43950	Utility Billing Checks
43951 Thru	43998	Accounts Payable Checks
1436 Thru	1448	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								
1060	8/23/2024	52	KANSAS STATE TREASURER	20,227.50				
1061	8/30/2024	395	ATTORNEY GENERAL'S OFFICE	150.00				
1062	8/30/2024	52	KANSAS STATE TREASURER	898.75				
*23269001								
23269002	8/27/2024	52	KANSAS STATE TREASURER	24,626.00			E-PAY	

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

BANK TOTALS:	
OUTSTANDING	45,902.25
CLEARED	.00
<hr/>	
BANK 2 TOTAL	45,902.25
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
35 SPECIAL PROJECTS	45,902.25	45,902.25	.00	.00

REPORT TOTALS:	
OUTSTANDING	432,465.06
CLEARED	.00
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GRAND TOTAL	432,465.06
VOIDED	338.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL FUND	74,327.89	74,327.89	.00	338.00
13 LOCAL SALES TAX	8,940.00	8,940.00	.00	.00
30 BONDS AND INTEREST	102,527.50	102,527.50	.00	.00
32 LAND BANK	470.00	470.00	.00	.00
35 SPECIAL PROJECTS	45,902.25	45,902.25	.00	.00
55 SOLID WASTE	5,974.15	5,974.15	.00	.00
60 GAS FUND	38,845.26	38,845.26	.00	.00
70 SEWER FUND	107,639.58	107,639.58	.00	.00
75 STORM WATER	8,438.72	8,438.72	.00	.00
80 WATER FUND	38,924.82	38,924.82	.00	.00
98 LIBRARY FUND	474.89	474.89	.00	.00

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

BANK#	BANK NAME	DESCRIPTION
		2 SPECIAL PROJ GARDEN PLAIN
1060 Thru	1062	Accounts Payable Checks
23269002		Accounts Payable E-Pay

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

Background:

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

Finance:

Sales tax revenue: August sales tax revenues totaled \$ \$32,929.34 with the City’s local 1% portion representing \$13,277.17 of the total amount. This is a decrease of 75% (or \$9,951.11) compared to August 2023 total revenues, and an increase from last month’s total revenues of 6% (or \$3,497). Year to date revenues are up 3% (or \$809) over the same time period last year.

The following chart represents the City’s 1% sales tax collections over the past three months. It is common for sales tax revenues to fluctuate month to month as retailers have some discretion as to when they report and file their taxes, as does KDOR as to when they remit revenues back to a City or County. For instance, some businesses report monthly, quarterly, bi-annually, or annually.

Month	City’s 1% Sales Tax	% Change over Previous Month
June 2024	\$12,512.68	3.17%
July 2024	\$12,468.01	-0.36%
Aug. 2024	\$13,277.17	6%

Police:

August was a busy month and included the completion of 32 hours towards our certifications and maintaining our NCIC/CJIS (National Crime Information Center- Criminal Justice Information System) access certificates.

Contact with school administration has been re-established and scheduling coordinated to meet the most active times for public safety services for the upcoming semester. School zone enforcement is back “on-line,” and being monitored.

Department vehicles have been maintained according to set schedules and currently scheduled for factory recall checks. The newly required radio systems have been ordered and we are awaiting delivery to begin the switchover process. Intoxilizer equipment has met all testing requirements and is up to date.

The department responded to 12 suspicious activity/persons/vehicles calls during the month. We assisted with two Endangered and Missing Children Unit (EMCU) county referrals.

Other Activity:

- 119 Area Checks
- 83 Building Checks
- 37 Citizen Assists
- 13 Citizen Assist by phone
- 27 Traffic Stops
- 25 warnings
- 4 Traffic Citations (3 infractions, 1 misdemeanor)
- 5 Bar Checks
- 6 Outside Agency Assists

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

Natural Gas: The anode bed replacement at the Boarder Station located at West St. and Harry/15th was scheduled to begin last week; however, the anodes that arrived were not correct and are being returned and exchanged for the proper ones.

Parks:

- Mowing continues in public parks and rights-of-ways. With the departure of summer help it is more difficult to get to every area that needs attention. Please continue to let us know if you see areas that need mowed/trimmed/sprayed.
- Sprayed City Park and Ternes Park for mosquitos.

Stormwater: Design of phase 2 of the extension of the drainage improvements at Main and Garnett have been completed by Kirkham Michael, the City's engineering firm. This work will be completed by Vogts-Parga, as an addition/change order to their original contract for work in that area. Now that design is complete Vogts will return in the next few months to complete this portion of the project.

Water: Proposed Adopt A Hydrant Program: Staff proposes the creation of an "adopt a hydrant" program. This is a community pride/beautification initiative common in smaller communities. It allows an individual, household, student group, school, nonprofit group, etc. to adopt a fire hydrant in town and decorate it in a fun and family friendly way.

Rules for the program:

- No obstructions within 3' around the hydrant
- Nothing can be attached to the hydrant
- Participants provide paint and supplies
- The design must be approved by the public works department before painting



Example: Colwich



Example: Bel Aire

Other:

- **EDC** – the EDC meet in August and received updates on community special events, updated branding/signage.
- **Library** – No report. Reminder the Board does not meet every month.
- **Planning Commission**- the Commission met on August 28 and reviewed and approved several variances for the Renner Multi-Family housing project for building setbacks, and for 54 Station for a variance for their new signage.

Upcoming Special Events/City Closures:

- 09.02.24: City Facilities Closed for Labor Day Holiday
- 09.07.24: Music in the Park W/Kyle Killgore: 8 PM – Refreshments sponsored by GP Chamber
- 09.11.24: EDC Meeting: 7 PM
- 09.17.24: Municipal Court: 6 PM
- 09.18.24: Municipal Pool Focus Group: 6 PM
- 09.21.24: Miles Jennings Annual Washer Tournament
- 09.25.24: Planning Commission: 7 PM
- 09.28.24: Music in the Park: The Lough Brothers: 8 PM – Refreshments sponsored by Fisher Lumber

Recommended Action: The City Council is asked to:

1. Receive and file.

Attachments:

None

To: Garden Plain City Council
RE: **STO and UPOC Updates and Ordinances**

Background

In Kansas, the Standard Traffic Ordinance (STO) and the Uniform Public Offense Code (UPOC) are ordinances that parallel the state traffic act and criminal code, respectively. Cities can incorporate the STO and UPOC by reference in published Ordinances. These documents have been published annually by the League of Kansas Municipalities (LKM) since 1980.

Financial Implications:

The cost to purchase hard copies of the STO and UPOC from LKM are \$150 each. The City typically purchases copies for each officer and/or each vehicle plus one for court/administrative purposes. The cost to publish the Ordinances in the TS new varies depending on the length of the Ordinances and/or if a summary of the full Ordinance is published. It typically runs several hundred dollars.

Recommended Action: The City Council is asked to:

1. Adopt the Ordinances, as separate motions, for the 2024 STO and UPOC.

Attachments:

None – Ordinances will be provided at the meeting.

To: Garden Plain City Council
RE: **Natural Gas Customer Connection Fee**

Background

At the August 7, 2024 City Council meeting, the Council discussed updates to the natural gas utility connection fee. It was noted that the cost of materials has increased, and larger lots, such as those in Trail Ridge at Pretty Flowers, have longer lengths of pipe runs for connection, and the City is not recouping our out of pocket costs.

Financial Implications:

The attached Resolution amends the connection fee for natural gas services from \$2,500 to \$4,000, to cover the City's costs from the contractor's work, meter, required inspection, etc. If the cost is less than \$4,000 the remaining amount will be added as a credit to the property owner's utility billing account.

Recommended Action: The City Council is asked to:

1. Adopt the proposed Resolution as presented.

Attachments:

1. Resolution

TO: Garden Plain City Council
FR: Kelly McElroy, City Administrator
RE: **GP-Cheney Water System Interconnection Agreement Extension**

Background:

In November 2014 the cities of Cheney and Garden Plain entered into a water system interconnection agreement, allowing each city to receive metered water from the other city's water utility system in the event of a water emergency. The agreement was for five years, and contained a clause allowing the cities to extend the agreement for an additional five years under the same terms and conditions. The extension was approved in 2019 by both governing bodies.

Both Cheney and Garden Plain wish to again extend the agreement for an additional five-year term with some minor amendments and additions to the terms. These are specified in the attached extension agreement and are specific to Sections 6 and 7.

Financial Implications:

Should the emergency interconnection, there is a charge of \$3.00/gallon of water provided by either City through the meter. Additionally, each city agrees that whichever city requests the water transfer shall reimburse the transferring City for two hour of overtime callout pay for a maximum of two employees, paid at the rate for each employee.

Recommended Action: The City Council is asked to:

1. Adopt the proposed agreement extension.

Attachments:

1. 11.14 Original Interconnection Agreement
2. 09.24 Interconnection Agreement Extension

WATER SYSTEM INTERCONNECTION AGREEMENT

THIS AGREEMENT is made and entered into this 13 day of NOV , 2014, by and between:

THE CITY OF CHENEY, SEDGWICK COUNTY, KANSAS, hereinafter referred to as "Cheney"; and

THE CITY OF GARDEN PLAIN, SEDGWICK COUNTY, KANSAS, hereinafter referred to as "Garden Plain."

WITNESSETH:

WHEREAS, Cheney owns and operates a water utility system which produces and supplies its utility customers with deep well water that has been approved by the Kansas Department of Health and Environment for domestic use; and

WHEREAS, Garden Plain owns and operates a water utility system which produces and supplies its utility customers with deep well water that has been approved by the Kansas Department of Health and Environment for domestic use; and

WHEREAS, the Cheney water utility system includes a water main in the vicinity of a Garden Plain water utility system water main; and

WHEREAS, K.S.A. 12-825j provides "Any municipality which owns or operates, or which hereafter owns or operates, a utility furnishing water, gas or electricity is hereby authorized and empowered to enter into contracts for the purchase of water, gas or electricity from any person, firm, corporation or other municipality, upon such terms and conditions as may be deemed necessary and reasonable by the governing body of such municipality"; and

WHEREAS, the Kansas Water Office in the July 1, 2014 Preliminary Draft of its document entitled Vision for the Future of Water in Kansas endorses the interconnection of water utility systems in Kansas as a means of improving water supply reliability; and

WHEREAS, the City of Cheney, Kansas and the City of Garden Plain, Kansas have determined it in the best interest of each of their cities to construct a water utility systems interconnection allowing for each of the City water utility systems to receive metered water from the other in the event of a water emergency.

NOW THEREFORE, in view of the premises aforesaid and in consideration of the mutual covenants and promises herein contained, the parties hereto agree as follows:

1. Garden Plain hereby grants permission to Cheney to interconnect its water utility system with the Garden Plain water utility system. Cheney hereby grants permission to Garden Plain to interconnect its water utility system with the Cheney water utility system.

2. The interconnection will be made at a single interconnection point designed to allow the transfer of metered water from the Garden Plain water utility system to the Cheney water utility system as well as the transfer of metered water from the Cheney water utility system to the Garden Plain water utility system.

3. The interconnection point will be located at a mutually agreed upon location and be equipped with piping, valves and a meter to record all emergency transfers. Cheney and Garden Plain shall share equally in the engineering, construction, ownership and maintenance of the interconnection point. Cheney shall be responsible for providing service and routine maintenance to the interconnection point. All interconnection point replacement costs will be borne equally by Cheney and Garden Plain. The costs of initially piping from each existing water utility system main to the connection point shall be paid as follows: Each utility shall pay their construction cost to extend water service as specified by the engineering documents agreed by both parties to within ten feet of the meter vault. Each city will share equally in the cost to construct the meter vault, lid, blow-off, piping, valves and the meter as needed ten feet on both sides of the entry point of the interconnection.

Subsequent to initial installation, each city shall maintain the piping between its existing water utility system and the connection point, in a state of good repair, as part of its water utility system.

4. A non-affected party will make a reasonable effort to provide emergency water transfer to a party experiencing a water emergency. However, it is understood and agreed by the parties that any emergency water transfer is subject to water system operational capacities as well as unforeseen circumstances, including a shortage of water.

5. A party may refuse to transfer emergency water if it is determined by the Kansas Department of Health and Environment and/or by the Wichita-Sedgwick County Health Department that conditions exist which might lead to contamination of its public water supply, and may continue to refuse such transfer of emergency water until such condition(s) are remedied to the satisfaction of both aforementioned public health authorities.

6. When a water emergency is found to exist, representatives of both cities shall meet at the interconnection point where the meter will be read and the valves adjusted to allow the emergency water transfer. Representatives of both cities shall again meet at the interconnection point to read the meter and re-adjust the valves to discontinue each emergency water transfer.

7. The initial agreed upon price for emergency water transferred pursuant to this agreement is \$ 3.00 per thousand gallons. At the request of either party, the parties hereto may

enter into discussions concerning amending this price. However, an existing price will stay in effect until a new price is set and officially ratified by the governing bodies of both cities.

8. Any emergency water delivered and billed pursuant to this Agreement is to be paid within thirty-five (35) days after billing.

9. All notices, including water emergencies, shall be in writing and delivered in person or mailed to the following addresses:

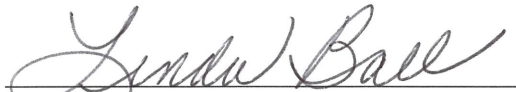
(a) City of Cheney
% City Clerk
Cheney City Hall
131 N. Main
P.O. Box I
Cheney, Kansas 67025-0997
Telephone #: (316) 542-3622

(b) City of Garden Plain
% City Clerk
Garden Plain City Hall
505 N. Main
Garden Plain, Kansas 67050
Telephone #: (316) 531-2321

10. This Agreement shall be in effect from and after its execution by both of the parties. The term of this Agreement shall be FIVE (5) years. Upon mutual agreement between the parties, this Agreement may be extended for additional periods of up to FIVE (5) years under the same terms and conditions as contained herein.

IN WITNESS WHEREOF, the parties hereto have hereunto caused this Agreement to be signed by their respective officer duly authorized so to do on the dates set forth below.

CITY OF CHENEY, KANSAS


Linda Ball, Mayor

Date: Nov 13, 2014

ATTEST:


Danielle Young, City Clerk

CITY OF GARDEN PLAIN, KANSAS


Larry Lampe, Mayor

Date: 12-3-14

ATTEST:


Ronda Mollenkamp, City Clerk

WATER SYSTEM INTERCONNECTION AGREEMENT- EXTENSION

THIS AGREEMENT is made and entered into to be effective the 1st day of October, 2024, (the "Effective Date") by and between:

THE CITY OF CHENEY, SEDGWICK COUNTY, KANSAS, hereinafter referred to as "Cheney"; and

THE CITY OF GARDEN PLAIN, SEDGWICK COUNTY, KANSAS, hereinafter referred to as "Garden Plain."

WITNESSETH:

WHEREAS, Cheney and Garden Plain entered into a Water System Interconnection Agreement on November 13, 2014 ("Agreement") allowing each city to receive metered water from the other city's water utility system in the event of a water emergency; and

WHEREAS, Section 10 of this Agreement was in effect from and after its execution by both of the parties for a **FIVE (5)** year term and could be extended for additional periods of up to **FIVE (5)** years under the same terms and conditions; and

WHEREAS, in 2019, Cheney and Garden Plain agreed to extend said Agreement for an additional **FIVE (5)** year term under the same terms and conditions contain in said Agreement; and

WHEREAS, Cheney and Garden Plain now wish to again extend said Agreement for an additional **FIVE (5)** year term with certain amendments and additions to the terms and conditions of the Agreement.

NOW THEREFORE, both parties hereto agree to extend the Agreement for a period of **FIVE (5)** year term under the same terms and conditions as contained therein except as the same are specifically amended or added to below:

1. **Amendment of Section 6.** Section 6 of the Agreement is hereby amended to read as follows:

"When a water emergency is found to exist, representatives of both cities shall meet at the interconnection point where the meter will be read and the valves adjusted to allow the emergency water transfer. At the time of commencement of water transfer, both parties shall take a photo of the meter reading for their records. Representatives of both cities will coordinate the discontinuation of water transfer and communicate as to when water transfer will end. When it is determined that water transfer should be discontinued, representatives of both cities shall again meet at the interconnection point to read the meter and re-adjust the valves to discontinue each emergency water transfer. Again, at the time of discontinuation of such water transfer, both parties shall take a photo of the meter reading

for their records.”

2. **Amendment of Section 7.** Section 7 of the Agreement is hereby amended to read as follows:

“The initial agreed upon price for emergency water transferred pursuant to this agreement is \$3.00 per thousand gallons. At the request of either city, both cities may enter into discussions concerning amendment of this price. However, no amendment of this price shall occur except as may be memorialized in a written amendment to the Agreement that is properly executed and approved by vote of the governing bodies of both cities. Additionally, each city agrees that whichever city requests water transfer shall reimburse the transferring city for two (2) hours of overtime callout pay for a maximum of two (2) employees of the transferring city that assist in the commencement/discontinuation of water transfer to the requesting city. Said overtime pay rate shall be paid at the overtime hourly rate for whichever two (2) employees are sent out by the transferring city to assist with the commencement/discontinuation of such water transfer.”

IN WITNESS WHEREOF, the parties hereto have hereunto caused this Extension to the Water System Interconnection Agreement dated November 13, 2014 to be signed by their respective officer duly authorized so to do on the dates set forth below.

CITY OF CHENEY, KANSAS

CITY OF GARDEN PLAIN, KANSAS

Phil Mize, Mayor

Kevin Hammond, Mayor

DATE:

DATE:

ATTEST:

ATTEST:

Angie Gassmann, Clerk

Kimberly McCormick, Clerk

TO: Garden Plain City Council
FR: Tylor Struckman, W/WW Superintendent
RE: **Final Wastewater/Lagoon Study**

Background:

Over the past several years staff and the City's Engineering firm, Kirkham Michael, have worked with the Kansas Department of Health and Environment (KDHE) on a study and analysis of the City's current wastewater treatment plant; its capacity for future growth; and potential alternatives that might provide for more efficient operations and cost savings for the City.

The study has now been completed and is included for Council review.

Financial Implications:

None at this time.

Recommended Action: The City Council is asked to:

1. Review the results of the study and direct staff as to desired next steps.

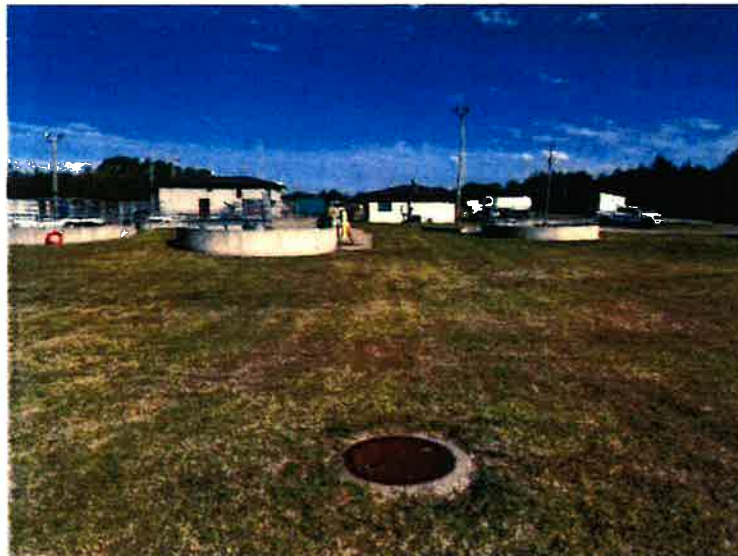
Attachments:

1. 08.24 Final Lagoon Study

PRELIMINARY ENGINEERING REPORT SANITARY SEWER LAGOON IMPROVEMENTS 2024

Prepared for:
City of Garden Plain, Sedgwick County,
Kansas

KM Project No. 2307800

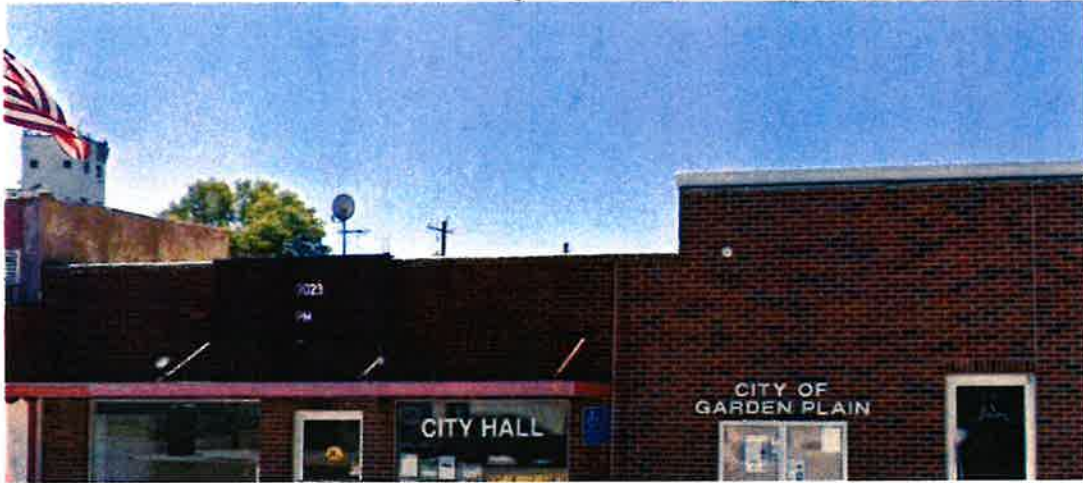


KM **KIRKHAM
MICHAEL**

**Preliminary Engineering Report
Garden Plain, Kansas**

Sanitary Sewer Lagoon Improvement Project

July 2024



Prepared for:

**City of Garden Plain, KS
507 N. Main
Garden Plain, KS 67050
(316) 531-2321**

**Mayor: Kevin Hammond
Council Members: Brent Randolph
Tracy Thul
Jenny Zoglman
Amy Hunter**

City Manager: Kelly McElroy

Prepared By:

**Kirkham Michael & Associates, Inc.
217 N. Douglas
Ellsworth, Kansas 67439
(785) 472-3163**

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 - B. Existing Wastewater System
 - C. Flow Projections
 - D. Design Considerations
 - E. Lagoon Modifications Alternatives
 - F. Land Requirements
 - G. Recommendation
- 2.0 **Opinion of Probable Cost**

Attachment 1: Opinion of Probable Costs for Alternative One, Two, and Three

Attachment 2: Existing Sanitary Sewer Lagoons and Main Lift Station

Attachment 3: Proposed Lagoon Improvement Alternatives

Attachment 4: USGS Quadrangle of Project Area

Attachment 5: Water Well Logs

Attachment 6: FEMA FIRM Floodplain Maps

Attachment 7: Recommended Alternative Three

1.0 General

A. Purpose of Study

The City of Garden Plain is a rural community incorporated in 1902. It is located in western Sedgwick County, with an estimated population of 948 (2020 data). The town lies immediately south of US-54 and west of Wichita, KS.

While the City of Garden Plain's wastewater treatment plant still has useful life left, there are components that require upgrades soon. Ongoing maintenance on the plant is also costly to the city. Garden Plain has a difficult time keeping properly trained staff for the wastewater treatment plant and as a result has had a difficult time running the wastewater treatment plant correctly. This led to added expenses by bringing in outside assistance in running and maintaining the plant. Due to the expense of bringing in outside help and difficulty in keeping a properly trained staff, the city has contracted Kirkham Michael to evaluate the feasibility and estimated construction costs for a new non-discharging sanitary sewer lagoon. The construction of lagoons will also require upgrades to the existing main sanitary sewer lift station and a new sanitary sewer force main. The costs of these items are included in the opinion of probable costs.

B. Existing Wastewater System

Garden Plain's sanitary sewer collection system and treatment system consists of a biological treatment basin, two final clarifiers, a disinfection system and two effluent lagoons. The treatment plant and effluent lagoons are located on the south end of town. All wastewater from Garden Plain is currently collected to a lift station just north of the existing treatment plant. The wastewater is then pumped a short distance from there to the plant. After treatment occurs, the effluent is discharged into Polecat Creek to the west of the effluent lagoons. The existing treatment plant is designed to handle an average flow of 110,700 GPD on average per 2016 design plans produced by MKEC Engineering. The existing treatment plans are included as Attachment 2.

The two-cell effluent lagoon system was constructed in 2016. The main problem the city is encountering includes staffing the sanitary wastewater treatment facility, due to the operator training required to run the facility, and the scarcity of such candidates in the area.

C. Flow Projections

Currently, the influent flow at the existing treatment plant is approximately 61.5 KGAL/day for 2021-2023. With a 2020 census population of 948, the wastewater per capita is 65 gallons per day. KDHE design guidelines suggest designing for 100 GPCD. Garden Plain has grown about 20% since 2000. The new lagoon system, approximately 10-acres in size, would account for 33% increase in wastewater production for Garden Plain. This will allow for ample population growth as well as an increase in wastewater produced per person. If the population of Garden Plain were to increase to 1500, then 15 acres of lagoon space would be required. KDHE design guidelines suggest an operating depth of three to five feet for municipal wastewater lagoons.

The lagoons would be sized to accommodate five feet of wastewater and would have three feet of freeboard space to the top of the cell. If wastewater production remains the same per person, the non-discharging lagoon system could accommodate up to 1,276 residents, assuming minimum evaporation rate and average precipitation.

D. Design Considerations

Non-discharging or non-overflowing lagoons rely on a combination of evaporation and seepage to remove water from wastewater lagoons. By retaining wastewater and not discharging the treated water to a receiving stream, treatment is then not restricted by the condition of the receiving stream or changes in discharge regulations. Because the waste is retained and only reduced through evaporation and seepage, non-discharging lagoons need a large surface area and thus require more land for treatment than controlled discharge lagoons, continuous discharge lagoons, or mechanical treatment plants. Non-discharging lagoon systems are restricted by regulation to a maximum operational depth of five feet.

Sanitary sewage treatment lagoons in Kansas are restricted to a separation of not less than ten feet from any groundwater surface. Water well boring logs from wells constructed in the areas near the three proposed sites were evaluated for groundwater separation considerations.

Groundwater Locations

The Kansas water well database was evaluated to see if shallow groundwater was in the area. Based on information available, it appears the groundwater in this area is relatively deep and should not be a factor in lagoon design or construction, except for alternative two. Groundwater depths near that site are recorded at less than 15'.

Evaporation

Evaporation is one of the two mechanisms available to reduce the waste retained in a non-discharging lagoon system. These estimates were provided in map form by the Kansas State Department of Health's Environmental Health Services and were used during this study to evaluate lagoon sizing. Non-discharging lagoon size is dependent on the minimum yearly evaporation due to the need to maintain a minimum freeboard between the operational level of the lagoon and the top of the lagoon retaining dikes. The minimum estimated evaporation rate around the three sites is approximately 41 inches per year.

Seepage

Seepage is the other mechanism available to reduce the wastewater retained in a non-discharging lagoon system. Soil samples will be taken during preliminary design to determine the compaction ratio and quantity of bentonite clay necessary to obtain the desired seepage rate. The maximum seepage rate of 1/4 of an inch per day was used to evaluate the size of the lagoon. No soil samples were collected as part of this study to determine subsurface conditions, evaluate the compaction requirements, or the need for bentonite clay addition.

Non-Discharging Lagoon Sizing

Lagoon systems at all sites were sized with the seepage rate and minimum evaporation rates of

1/4 of an inch per day and 41 inches per year respectively. An average yearly inflow of 22.4 million gallons per year was also considered. Considering these numbers, a lagoon system of a minimum of 10.0 acres would be needed to process the projected inflow. Per KDHE regulation, a minimum of two lagoon cells must be provided for each system. The primary cell should cover approximately 60% of the total acreage of the system. Cells with minimum acreages of six and four with embankment that provide a minimum of three feet of freeboard above the operational level would be required.

Subsurface conditions

Subsurface soil conditions at all three site sites were examined using water well boring logs from wells constructed in close proximity to each lagoon. No additional subsurface evaluations were performed as part of this study to determine subsurface conditions. A thorough geotechnical investigation will be required once final selection of a site has occurred. Depth to groundwater and shale depth were examined for each site. It is recommended that groundwater be a minimum of ten feet below the bottom of the lagoon.

Groundwater depths near lagoon alternative one varied from 20' to as much as 40' and shale depths were noted between 17' and 23'. Groundwater depths near lagoon alternative two varied from 12' to 20' and shale depths varied from as shallow as 11' to as deep as 40'. Groundwater depths near alternative three varied from 17' to as much as 50' and shale depths were noted at 34' to 41'. Water well logs can be seen as Attachment 5.

Flooding

Flooding of the area surrounding a sanitary lagoon system or lift station can cause damage to components and weaken embankments. Construction within the 100-year flood zone is restricted by flood plain management. Any construction within the flood zone needs to be permitted and the embankments and components need to be elevated above the Base Flood Elevation.

The 100-year flood Zone AE is adjacent to the west side of alternative one, but with the size of the parcel the lagoons can be located a sufficient distance from the floodplain boundary. Alternative two is adjacent to the 100-year flood Zone AE on both the east and west sides of the parcel, so careful consideration will be given on how to shape the lagoon cells as well as the potential for needing to permit the lagoon cells for construction in the floodplain. Alternative three is adjacent to a very narrow 100-year flood Zone A on the southwest corner of the site. The parcel is likely large enough to avoid construction in or near this floodplain boundary. The FEMA Firm floodplain maps can be seen as Attachment 6.

Security

All waste stabilization ponds are required to be fenced to limit trespassing and intrusion by livestock. For the proposed lagoon sites, a four-foot-tall chain link or woven wire fence will need to be constructed. The existing main lift station is already contained within secure fencing and gates at the site of the existing lift station. No additional security is anticipated to be needed for the lift station.

Force Main Construction

The elevation of the existing treatment plant lift station discharge line is approximately 1426.00 and is lower than the elevation of the of any of the outfall lines by 5-15' based on preliminary lagoon layouts. A six-inch force main was selected to limit friction losses as compared to a smaller force main. The lower total dynamic head requirement should help limit the upgrades required for the existing lift station to be fitted to pump much further away to the new lagoon site.