

**EDGERTON CITY COUNCIL  
MEETING AGENDA  
CITY HALL, 404 EAST NELSON STREET  
February 8, 2024  
7:00 P.M.**

**Call to Order**

**1. Roll Call**

\_\_\_\_ Roberts \_\_\_\_ Longanecker \_\_\_\_ Lewis \_\_\_\_ Lebakken \_\_\_\_ Malloy \_\_\_\_ Conus

**2. Welcome**

**3. Pledge of Allegiance**

**Consent Agenda** *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

**4. Approve Minutes from January 25, 2024 Regular City Council Meeting**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**Regular Agenda**

**5. Declaration.** At this time Council members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues.

**6. Public Comments.** The City of Edgerton encourages public participation in local governance issues. To facilitate an efficient and effective meeting, persons wishing to address the City Council must sign-up before the meeting begins. Speakers must provide their name and address for the record and are limited to three (3) minutes. The maximum time limit for all speakers will be thirty (30) minutes. Comments on personnel matters or matters pending before court/other outside tribunals are not permitted. Any comments are for informational purposes only. No action will be taken.

The Mayor may modify these provisions, as necessary. The Mayor may limit any unnecessary, off-topic, or redundant comments or presentations. Speakers should address their comments to City Council members only and should not speak to fellow audience members. City Council members will not engage in a dialogue or debate with speakers. Speakers and audience members should conduct themselves in a civil and respectful manner. Disruptive conduct may result in removal from the meeting.

**Business Requiring Action**

**7. CONSIDER SUBMITTAL OF APPLICATION FOR EDGERTON TRANSPORTATION STUDY TO THE US DEPARTMENT OF TRANSPORTATION (USDOT) FOR A FY 2024 REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) PLANNING GRANT**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**8. Report by the City Administrator**

- KRWA Designation of Voting Delegate
- Public Works Quarterly Update
- Report on Private Utility Work within Public Right-of-Way

**9. Report by the Mayor**

**10. Future Meeting Reminders:**

- February 13: Planning Commission – 7:00PM
- February 22: City Council Meeting – 7:00PM
- March 12: Planning Commission – 7:00PM
- March 14: City Council Meeting – 7:00PM
- March 28: City Council Meeting – 7:00PM

**11. Adjourn** Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**EVENTS**

2/9: Sweetheart Boogie  
2/13: Tales for Tots-Unicorns  
3/11-3/15: Spring Break Activities  
3/?: Surprise Easter Egg Hunt  
3/20: Senior Lunch  
3/27: Mushroom Wood Painting

**City of Edgerton, Kansas**  
**Minutes of City Council Regular Session**  
**January 25, 2024**

A Regular Session of the City Council (the Council) was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas January 25, 2024. The meeting convened at 7:00PM with Mayor Roberts presiding.

**1. ROLL CALL**

Clay Longanecker	present
Josh Lewis	present
Deb Lebakken	present
Bill Malloy	absent
Ron Conus	present

With a quorum present, the meeting commenced.

Staff in attendance:

- City Administrator, Beth Linn
- City Attorney, Lee Hendricks
- City Clerk, Alex Clower
- Finance Director, Karen Kindle
- Accountant, Justin Vermillion
- Public Works Director, Dan Merkh
- Public Works Superintendent, Trey Whitaker
- Holly Robertson, CIP Project Manager
- Marketing & Communications Manager, Kara Banks
- Development Services Director, Zach Moore

**2. WELCOME.** Mayor Roberts welcomed all in attendance.

**3. PLEDGE OF ALLEGIANCE.** All present participated in the Pledge of Allegiance.

**Consent Agenda** (*Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action*)

4. Approve Minutes from January 11, 2024 Regular City Council Meeting.
5. Approve Large Animal Permit for Glyn Powers, 1606 W 8<sup>th</sup> Street.
6. Approve Contract with Weather Or Not®, Inc. to provide Weather Forecasting Services for 2024.

Mayor Roberts stated Councilmember Lebakken requested item 6 be removed for further discussion.

Councilmember Lebakken moved to approve the remaining items on the Consent Agenda, seconded by Councilmember Longanecker. The Consent Agenda with item 6 removed was approved, 4-0.

Item 6 Discussion:

Councilmember Lebakken asked what this company does for this price.

Mr. Whitaker stated they do 24-hour weather forecasting via text and email, which includes multiple alerts a day. He stated Weather or Not is used for notifying staff of potential severe weather, lighting, etc. to allow staff time to alert the community should events need to be canceled or postponed. He stated they also provide flood details and winter notifications to allow staff better time to prepare during snow season. He stated during event and snow season, staff receives regular communications about the forecast leading up to an event, including mid-range forecasts which provides a 4 week look ahead to allow us better opportunities to prepare for projects, construction, etc. He stated the mid-range forecast for this last snow event told us it would be an above average event and it even surpassed that. He added that extra notification gave staff more time to prepare for the event including purchases of salt or brine that might need to be made.

Mayor Roberts stated he questioned this service when the City first got it, but the first year Weather or Not was calling lightning strikes 30 minutes out at events, which allowed time to certain things to be taken down at those events. He stated he's seen their forecast and he believes it is far more accurate than the local weather station and keeps updating as the storm moves through. He stated this service does give the ability for crews to get out and begin putting product down before.

Mr. Whitaker stated the City uses cooperative purchasing with Prairie Village's contract. He stated for the last event Weather or Not reached out to staff at 2 AM and asked to verify what their pavement sensor was reading so they could issue more accurate information.

Ms. Linn stated the company is very proactive and consistent. She stated when talking about weather, summer is just as important as winter for City purposes and being prepared for these events is crucial.

Councilmember Lewis stated in the long run too, it will save money on labor and materials.

Ms. Linn agreed and stated for those winter and summer events, it gives staff the ability to predict what jobs can get done and focus on what's the highest importance.

Councilmember Longanecker asked if there are other companies that offer this service.

Mr. Whitaker stated there are a couple others, but they are not local.

Councilmember Conus stated he did snow removal for many years, and they subscribed to a weather service as well. He stated having a local forecast to plan is helpful because each area can be so different.

Mr. Whitaker stated having someone on the other line who is a meteorologist is helpful.

Councilmember Lebakken asked about the term of this contract which shows an agreement from 2023-2025.

Mr. Whitaker stated that is the contract for Prairie Village attached and theirs will be set for that period. Edgerton's contract if approved will be for one year but this allows the price to stay the same for the duration set.

With no further questions or comments, Mayor Roberts requested motion to approve the contract with Weather or Not for 2024.

Councilmember Lebakken moved to approve the agreement. Councilmember Lewis seconded the motion. The agreement was approved, 4-0.

### **Regular Agenda**

7. **Declaration.** There were no declarations made.

8. **Public Comments.** There were no public comments made.

### **Business Requiring Action**

There were no business items on the agenda.

### **9. Report by the City Administrator**

- **Quarterly Sheriff's Office Report**

Representatives from the Sheriff's Office including Captain Martinez, Lieutenant Koch, and Master Deputy Johnson addressed the council to present their quarterly report.

He stated the majority of the citations have come from Dept. Johnson and there has been an uptick in the numbers in all offense groups, including commercial vehicle inspections. Lt. Koch stated Dept. Johnson is among those that are all level 1 certified. He stated level 1 certification requires 50 inspections to be completed each year to maintain an up-to-date certification.

Capt. Martinez stated there have been roughly 4,300 calls for District 3 with 2,700 of those being calls in Edgerton or Intermodal areas.

Mayor Roberts stated he is interested in numbers to get percentage of calls served.

Councilmember Lewis requested the Sheriff's Office provide quarterly changes instead of changes year-over-year.

Mayor and Council thanked them for their attendance and the data given.

- **Municipal Court Update**

Ms. Linn referenced the quarterly report for Municipal Court. She stated staff will continue to work to provide updated numbers that help show the day in and day out in court.

- NEW - Community Development Quarterly Report

Mr. Moore referenced the quarterly report included for Community Development. He stated all numbers are in line with years past. He stated on the planning and zoning side, JCCC CDL Training Facility is breaking ground, staff is continuing to work to update the current building code suite from 2006 to 2018 and the draft for the Comprehensive Plan for the City is ready for review for future work session and consideration for council.

- Report on Street Sweeper

Mr. Merkh stated in 2016 the City purchased the sweeper with a lease to own option. The sweeper has an equipment life set at 7 years, which meant it would have been due for replacement last year. Because the sweeper continues to have maintenance problems, staff is asking Council to decide among three options for replacement. He stated the three options include service based, rental, or buying. He stated the current level of service is one standard sweeping a month, pre- and post-event sweepings and then periodically if needed.

He stated service based would be calling a contractor to come and do the work based on an agreed upon fee. He stated right now that price is about \$4,800 month for one sweep a month. He stated this price does not include events. Estimated out over the life of the equipment, it would be roughly \$400,000 spent.

He stated the rental option is quoted at one week a month and it is limited to what is available for those 5 workdays. The rented machine would not always be the same or time frame where the City can do the work. He stated this was quoted at \$4,000 a week. Over the 7-year lifetime of a typical sweeper, the total cost would be roughly \$336,000.

He stated the final option would be to purchase. Currently the average quote is between \$325,000 and \$375,000. He stated this would be staff's recommended path as we will own the equipment and the level of service we can provide is not reliant on other companies.

He reviewed the types of sweepers that are on the market right now.

He stated staff would recommend to continue down the path to include purchase in 2025, it was included in budget conversations and \$350,000 with a line item to hold funds.

Councilmember Longanecker asked what is more cost effective.

Mr. Merkh stated it depends on the level of cleanliness that the Council expects.

Councilmember Longanecker asked what the price difference is between mechanical or vacuum sweepers.

Mr. Merkh stated some make and models are cheaper on vacuum but it was a smaller vehicle and had one motor, but all are within 10-20% of each other.

Councilmember Longanecker asked what is worn out on the current sweeper.

Mr. Merkh stated we have replaced the radiator, but the bulk of what is being fixed is in the sweeping mechanisms. He stated Public Works has had over 28 work orders for emergency or urgent repairs.

Ms. Linn stated tonight is based on what direction council would like staff to go in before beginning all the research and then bring back better options and price for review and approval.

Councilmember Lewis asked how often the current machine is used and what is the total cost when we own vs. renting or contracting.

Mayor Roberts asked if the contract option is calculated with lane miles or hours.

Mr. Whitaker stated it is a basic hourly rate for sweeping then there are contractual lane miles.

Councilmember Conus asked what we are doing with the current sweeper.

Mr. Merkh stated it will be kept operational until we are able to purchase another at which time staff's recommendation would be to put it on an auction site.

Ms. Linn stated our concern right now is that it might not even make it that long, it has already reached its useful life. Staff is recommending keeping to 2025 to look for the right solution.

Councilmember Conus asked how it would be financed in 2025.

Ms. Linn stated those decisions have yet to be decided. Tonight is about direction from council. Whether that be to own or contract out.

Mayor Roberts stated this does lead to question, what really is the benefit to sweeping the streets.

Mr. Merkh stated that is a very valid question, especially when looking at costs related. He stated sweeping helps maintain clear inlets, there are a number of homes where the driveway is lower than the road, if streets are cluttered, it could lead to buildup and potential disaster for some. He stated it helps with projects to delineate ownership and keep things at higher level of expectations.

Councilmember Longanecker stated it keeps us esthetically compared to other cities.

Mr. Merkh stated the goal would still be once a month cleaning as we currently do.

Councilmember Lewis stated he would think it would be better to own it.

Councilmember Lebakken agreed and stated we could then use it whenever we may need it.

Mayor Roberts stated we may be able to rent on now for a week, but will that still be the case in 7 years. He stated he thinks it would be most economical to move forward with the purchase option.

Councilmember Conus agreed and stated it would allow flexibility when we own it.

There were no further questions or comments.

- Updated Job Descriptions

Ms. Linn stated based on the work session last meeting, she has job descriptions for approval with salary ranges.

Councilmember Conus asked if this salary range includes total benefits.

Ms. Linn stated this is just the salary ranges for those positions.

Mayor Roberts stated motions are needed for job descriptions and he is open to doing all four at one time if that is okay with the City Attorney.

Mr. Hendricks stated yes, that can be done.

Mayor Roberts then requested motion to approve the four job descriptions for Assistant to the City Administrator, Recreation Superintendent, Assistant City Clerk and Parks and Recreation Director.

Councilmember Lewis moved to approve, seconded by Councilmember Longanecker. The new job descriptions were approved, 4-0.

## **10. Report by the Mayor**

Mayor Roberts stated he has no report.

## **11. Future Meeting Reminders**

Mayor Roberts reminded the Council of the future meetings for Council and Planning Commission.

## **12. Adjourn**

Councilmember Lebakken moved to adjourn, seconded by Councilmember Lewis. All in favor. The meeting was adjourned at 8:44PM.

Submitted by Alexandria Clower, City Clerk



## City Council Action Item

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**Council Meeting Date:** February 8, 2024

**Department:** Public Works

**Agenda Item: Consider Submittal of Application for Edgerton Transportation Study to the US Department of Transportation (USDOT) for a FY 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Planning Grant**

**Background/Description of Item:**

In 2022, the City applied for capital grants through the USDOT RAISE Grant Program for the 2<sup>nd</sup> Street Reconstruction project and Downtown Streetscape project. Unfortunately, these projects were scored as acceptable and not selected for award. City staff has reviewed all feedback received and will implement this information for future grant applications.

The RAISE Grant Program is a discretionary grant program for investment in surface transportation infrastructure that will have a significant local or regional impact. RAISE Grant Funds were authorized under the Local and Regional Assistance Program in the Infrastructure Investment and Jobs Act (IIJA). The program provides two different grant types: Capital Projects and Planning Projects. Fifty percent of the funds will be allocated to rural or tribal applicants. Additionally, rural applicants are not required to provide a match for federal funds if awarded. City Staff does not anticipate providing matching funds for this proposed project. The City has utilized free support from the KDOT Infrastructure Hub to support our application and assist with identifying additional grant opportunities like this. While matching funds are not required, and staff do not recommend providing matching funds, they do show favorably on an application. Staff anticipates using language that leverages the dollars already included within the CIP for other transportation projects.

City Staff recommends applying for a RAISE planning grant for the Edgerton Transportation Study to identify areas of our transportation system that need to be repaired or rebuilt due to safety concerns, new development, and economic opportunities. The Project will be a city-wide study and include required environmental surveys, safety studies, partial design plans for the top projects identified in the study that should be priority projects for the City. The Edgerton Transportation Study would include grant support for submitting the top priority projects for additional funding for construction.



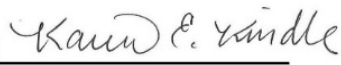
Throughout the application process, should additional/substitute projects be identified, City Staff would update Council at a future meeting. If the City is notified of any grant awards, this too will be brought before Council for further approvals.

**Related Ordinance(s) or Statue(s):**

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**Funding Source:** N/A

**Budget Allocated:** N/A

**x** 

**Finance Director Approval:**

Karen Kindle, Finance Director

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**Recommendation: Approve Submittal of Application for Edgerton Transportation Study to the US Department of Transportation (USDOT) for a FY 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Planning Grant.**

**Enclosed:** NA

**Prepared by:** Holly Robertson, P.E., CIP Project Manager



# Public Works Quarterly Update

September '23-  
January '24

## Streets

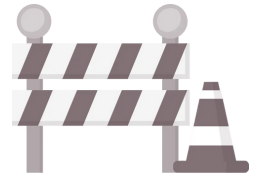
Public Works crews maintain Edgerton Streets through our street preservation program, crack sealing, and patching program. They also maintain all signage, traffic signals, and city-owned street lights.

**31.8** linear miles  
Gravel Rds Graded

**1,475** pounds  
Cold Patch Laid

**420** lane miles  
Sweeping

**23** work orders  
Signs & Signals



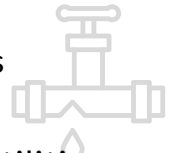
## Utility Support

The Public Works Department provides support for the City's utilities crew as part of on-boarding for new hires, training and to reduce the workload demand on utility team members.

### Water Main Break Assistance

**7** Number of Breaks

**22** Hours Assisting Utilities



**36** hours  
Testing & Plant Surveillance

### Water Meter Inspections



**374** Meters

## On-Call



**73** calls  
On-Call Phone

**17** times  
After-hours Response

**10**  
Emergency Locates after hours

Edgerton Public Works is committed to ensuring the safety and reliability of the infrastructure for residents, businesses and the traveling public. From summer events to snow clearing activities, Public Works aims to provide responsive services that meet the needs of the community.



# Public Works Quarterly Update

September '23-  
January '24

## Parks



37

Inspections

3

mowers

1

tractor

Prepped for  
mowing season

Parks staff assist in  
all facets of Public  
Works and Utilities  
operations

## Winter Operations



Public Works staff activates 24-hour  
response during winter weather events.  
The team is split into two 12-hour shifts  
for the duration of the storm and clean-up.

4

Events

Total Accumulation

11.25" Snow

0.27" Ice

1515

Miles Driven

377

Manhours on shift

190 tons

De-icing material

609

Total Fuel gallons



## Other Duties



Facility Maintenance	21 work orders
Brush Pile	18,525 cubic yards collected
Vehicle Maintenance	42 work orders; 8 UMs, 0 ERs
Equipment Maintenance	54 work orders; 0 UMs, 0 ERs

During the last quarter, Public Works also completed set-up and tear-down of the City's Christmas decor, reconstructed the pedestrian bridges at Martin Creek Park, installed barricades and cleaned up the ROW at 200th Street, as well as completed winter operations training and set-up.