

CITY OF OSAGE CITY
COUNCIL MEETING
November 14, 2023

ROLL CALL: Now on this 14th day of November 2023, the Governing Body of the City of Osage City, Kansas, met at the Osage City Council Chamber in said City. The following members being present and participating to wit: Mayor Bruce Schoepflin. Council Members: Cathryn Houghton, Brian Stromgren, Mike Gilliland, Shirley Bausman, Jeff Tice, Eric Tincher, Sharon Larson and Jeanette Swarts. Officials present: Rick Godderz, City Attorney; Rod Willis, City Manager; Katie Hodge, Deputy City Manager /City Treasurer; and Dale Schwieger, Utilities Director. Excused: Sadie Boos, City Clerk at City/County Municipal Finance Officers Association (CCMFOA) of Kansas. Others: Fred Hallowell, CJ Urban, and Tom Harm.

APPROVAL OF THE AGENDA:

Motion by Tincher, second by Gilliland to approve the agenda. The motion was declared carried.

RECOGNITION OF VISITORS: None

APPROVAL OF THE CONSENT AGENDA:

1. Approval of October 24, 2023 Regular Meeting Minutes

Motion by Swarts, second by Tice to approve the consent agenda. The motion was declared carried.

BUSINESS BEFORE THE COUNCIL:

1. **League of Kansas Municipalities Service Awards Recognitions for Streets and Sanitation Superintendent Fred Hallowell for 35 years of service, Power Plant Operator CJ Urban for 10 years of service, and Assistant Chief of Police Tom Harm for 10 years of service – City Clerk Sadie Boos**

City Council congratulated Fred Hallowell, CJ Urban, and Tom Harm for their years of service and dedication to the City of Osage City.

2. **Congratulations to Deputy City Manager/City Treasurer Katie Hodge for the Jones Foundation application submission and subsequent Jones Foundation Grant Award in the amount of \$75,000.00 for refurbishing the existing tennis courts into high quality tennis/pickleball courts for the public’s enjoyment – Deputy City Manager/City Treasurer Katie Hodge**

City Council congratulated Deputy City Manager/City Treasurer Katie Hodge on the news of the successful application for the Jones Foundation Grant Award of \$75,000.00 for refurbishing the existing tennis courts into high quality tennis/pickleball courts. Katie Hodge explained contractor bids will be requested for the project to begin Spring of 2024.

- 3. Approval of Resolution No. 1112 Supporting the Development of Certain Housing Within the City of Osage City and Making Application to the Kansas Housing Resources Corporation for Moderate Income Housing Funds. Heartland Design Build LLC will develop 15 family units total consisting of 1 duplex and 13 single family units with 9 family units as rentals and 6 family units for sale to private homeowners – City Manager Rod Willis**

City Manager Rod Willis explained Resolution No. 1112 officially supports and authorizes the application for Moderate Income Housing grant funding to construct one duplex and 13 single family homes by Heartland Design Build, LLC of Ottawa as 9 rental units and 6 for sale units to moderate income families.

Motion by Tice, second by Stromgren to approve Resolution No. 1112 Supporting the Development of Certain Housing Within the City of Osage City and Making Application to the Kansas Resources Corporation for Moderate Income Housing Funds. The motion was declared carried.

- 4. Authorize Mayor Schoepflin to execute Moderate Income Housing documentation including the Kansas Housing Accessibility Certification, Kansas Housing Energy Certification, and updated project budget from Heartland Design Build LLC**

City Manager Rod Willis explained the required supporting documentation for the Moderate Income Housing Grant and the Heartland Design Build, LLC budget prepared by Joseph Thomas for a requested \$393,000.00 Moderate Income Housing Grant as a portion of the funds for the planned \$3,205,100.00 total project.

Motion by Larson, second by Gilliland to authorize Mayor Schoepflin to execute the Kansas Housing Accessibility Certification, the Kansas Housing Energy Certification, and the updated project budget from Heartland Design Build, LLC. The motion was declared carried.

Motion by Tincher, second by Tice to authorize any other Moderate Income Housing needed documentation to be executed subject to city manager review for the November 15, 2023 application deadline. The motion was declared carried.

- 5. Selection of a consultant firm to facilitate the Osage City Strategic Plan originally developed in 2016 to address current challenges and future direction of the City going forward. Bid proposals were received from Emily Lehning of Roots & Legacies Consulting, Inc of Manhattan, Kansas in the amount of \$11,500.00 including travel and incidental expenses; and Quintin Robert of QRC Consulting LLC of Osage City, Kansas in the amount of \$4,500.00 not including additional expenses – City Manager Rod Willis**

City Manager Rod Willis gave background on the Strategic Plan and the two consultants submitting bids to update the Strategic Plan going forward. Emily Lehning of Roots & Legacies Consulting, Inc. was recommended by Marla Flentje's employer the Austin Peters Group since Marla was unavailable. Quintin Robert of QRC Business Consulting, LLC recently completed the Osage City Housing Analysis and submitted the Osage City Housing Assessment Tool (HAT) to the Department of Commerce.

Motion by Tincher, second by Larson to select Quintin Robert of QRC Business Consulting, LLC in the amount of \$4,500.00 plus incidental expenses, if any. Votes were Swarts "Aye", Larson "Aye", Tincher "Aye", Tice "Aye", Bausman "Aye", Houghton "Aye", Gilliland "Nay", Stromgren "Nay". The motion was declared carried 6 to 2.

- 6. Election Results for November 7, 2023 (unofficial): Mayor Brian Stromgren 340 votes, Ward 1 Eric Tincher 79 votes, Ward 2 Michael Handly 39 votes, Ward 3 Cathryn Houghton 79 votes, Ward 4 Jeff Tice 113 votes. Elected candidates will be sworn in at the Monday January 8, 2024 Special City Council Meeting due to Kansas Election Law Statutes. Since Ward 4 Council Member Brian Stromgren becomes Mayor on January 8th, a Ward 4 vacancy will occur requiring a new Ward 4 Council Member be appointed by the City Council. The vacant position will be advertised and Expression of Interest forms will be requested from citizens with an interest in serving – City Manager Rod Willis**

City Manager Rod Willis congratulated the elected candidates and gave background on the swearing in of the new City Council on the second Monday in January required by State Election Law Statutes. Consensus of the City Council was to advertise the upcoming Ward 4 vacancy at this time to hopefully fill the vacancy in January 2024.

- 7. Invitation to Gas Operating Personnel's Liaison With Other Public Officials is Thursday December 14, 2023 at 7:00 p.m. in the City Council room – Utilities Director Dale Schwieger**

Utilities Director Dale Schwieger gave background on the December 14th meeting. Information only, no action taken.

- 8. Project Updates**

Star Block masonry work to be completed to measure the redesigned windows due to steel bars. Henry's Coffee Shop closed November 12th and will be reopened in the completed Star Block building hopefully Summer 2024.

Flint Hills Trail continues with concrete route corridor, Sonic corner work, and ready to place landscaping plantings.

Kansas Main Street Presentation on Wednesday November 8th at the Santa Fe Depot was well attended with City Council Members Cathryn Houghton and Jeanette Swarts. Osage County Commissioners Heather Kuder and Jay Bailey attended, along with business owners and interested parties from across the County.

- 9. Executive session for confidential data relating to financial affairs of second parties to include Mayor and City Council, City Attorney, Deputy City Manager/City Treasurer Katie Hodge, Utilities Director and City Manager**

Motion by Gilliland, second by Tice to enter into executive session for confidential data relating to financial affairs of second parties for 10 minutes to include Mayor and City Council, City Attorney, Deputy City Manager/City Treasurer, Utilities Director, and City Manager. The motion was declared carried.

Mayor Schoepflin declared the meeting in executive session at 8:05 p.m. Mayor Schoepflin declared the meeting back in open session at 8:15 p.m. with no action to be taken.

ADJOURNMENT:

At the request of Council Member Tincher and on his motion, seconded by Council Member Tice and carried unanimously, the meeting adjourned.

APPROVED: _____
Bruce E. Schoepflin, Mayor

ATTESTED: _____
Sadie Boos, City Clerk