

MINUTES OF A MEETING  
OF THE GOVERNING BODY OF  
THE CITY OF HAYS, KANSAS  
HELD ON APRIL 13, 2023

**1. CALL TO ORDER BY CHAIRPERSON:** The Governing Body of the City of Hays, Kansas met in regular session on Thursday, April 13, 2023 at 4:00 p.m.

Roll Call: Present: Mason Ruder

Shaun Musil

Sandy Jacobs

Reese Barrick

Alaina Cunningham

Mayor Ruder declared a quorum was present and called the meeting to order.

**2. MINUTES:** There were no corrections or additions to the minutes of the regular session held on March 23, 2023; the minutes stand approved as presented.

**3. CITIZEN COMMENTS:** There were no comments.

**4. CONSENT AGENDA:** The following proposed appointments will be presented for approval at the April 27, 2023 City Commission meeting.

Hays Area Planning Commission

Dustin Schlaefli (resides in city limits) – three-year term to expire April 30, 2026 (3rd term)

Jim Schreiber (resides in city limits) – three-year term to expire April 30, 2026 (3rd term)

Michael Vitztum (resides in city limits) – three-year term to expire April 30, 2026 (3rd term)

Hays Convention and Visitors Bureau Advisory Committee

Aaron Dreher (Creek Side Resort) – three-year term to expire April 27, 2026 (1st term)

Brent Schulte (Thirsty's/Gella's) – three-year term to expire April 27, 2026 (1st term)

Hays Housing Authority Board

Audra Brungardt – four-year term to expire April 27, 2027 (3rd term)

Hays Public Library Board

Amy Feauto – four-year term to expire April 30, 2027 (3rd term)

Sandy Jacobs moved, Shaun Musil seconded, to approve the Consent Agenda as presented.

Vote: Ayes: Mason Ruder

Shaun Musil

Sandy Jacobs

Reese Barrick

Alaina Cunningham

**NEW BUSINESS**

**5. ELLIS COUNTY HISTORICAL SOCIETY UPDATE:** Amanda Rupp, Ellis County Historical Society Executive Director, provided an update on the activities of the Historical Society. She stated that they received a \$32,500 donation that allowed them to remodel the basement for office space. She noted that since they opened their doors to the public, they have seen over 100 visitors. Future plans include basement accessibility, exterior structure repairs, and a new HVAC system for the building. She reviewed their strategic plan and cost estimates to move forward with the renovation of the Historical Society building. She also discussed grants and private donations they have received and are working towards. She added that they have applied for a grant to open a sister site in Victoria, Kansas.

The Commissioners thanked her and all the volunteers for everything the Historical Society has accomplished in a short period of time.

**6. 13<sup>TH</sup> STREET RECONSTRUCTION – KDOT AGREEMENT:** John Braun, Project Manager, stated the proposed construction of a new high school on 13<sup>th</sup> Street has prompted the reconstruction and widening of 13<sup>th</sup> Street, east of Anthony Drive to Commerce Parkway, in anticipation of increased school traffic.

This section of roadway is listed in the Capital Improvement Program (CIP) of the 2023 Budget for reconstruction in 2024. The City of Hays was awarded a KDOT Cost-Share Grant in the amount of \$1.2M for this project.

Mr. Braun stated that this segment of 13<sup>th</sup> Street is currently maintained by Ellis County and is a two-lane arterial road, carrying approximately 3,500 vehicles per day. The intent of the project is to widen the roadway to three lanes with shoulders and re-grade ditch sections. Design will consist of full depth asphalt widened sections on both sides of the road plus an asphalt overlay. An 8' wide multi-use path along the north side of the street, which will connect with the existing east multi-use path, will be constructed as part of the project. Once the project is complete, the City will assume ownership of the road and be responsible for its future maintenance.

The current schedule calls for design to begin in Spring of 2023 with final design completed by the end of 2023. Construction is anticipated to be finished by the end of 2024.

The total estimated cost of this project is \$2.45M. The City received a KDOT Cost-Share Grant to cover \$1.2M of the cost. The City has budgeted an amount of \$750K to be funded out of Commission Capital Reserves, and Ellis County has budgeted \$500K of participating funds.

Reese Barrick moved, Alaina Cunningham seconded, to authorize the Mayor to enter Agreement No. 088-23, with the Kansas Department of Transportation for KDOT Project No. U-2476-01, Cost Share Program, 13<sup>th</sup> Street Reconstruction.

Vote: Ayes: Mason Ruder  
Shaun Musil  
Sandy Jacobs  
Reese Barrick  
Alaina Cunningham

**7. 2023 SANITARY SEWER CLEANING AND INSPECTION – AWARD OF BID:**

Jeff Crispin, Director of Water Resources, stated that the Department of Water Resources is continuing its annual program cleaning sanitary sewer mains to

ensure proper operation and maintenance of the collection system. Four proposals for the 2023 program, which includes light cleaning and video inspection of 117,682 linear feet (22.3 miles) of sanitary sewer lines were received. Staff recommends accepting the low bid at the price of \$110,621.08 from CC Steel, LLC of Maple Plain, Minnesota, with a budget authority not to exceed \$140,000. The 2023 program continues the goal of cleaning sanitary sewer lines on a five-year cycle. Mr. Crispin noted that problems that can be caused by the lack of sewer cleaning includes sewer backups, manhole overflows, public exposure to raw sewage, and regulatory fines.

Shaun Musil moved, Sandy Jacobs seconded, to authorize the City Manager to enter into a contract with CC Steel, LLC to perform light cleaning and video inspection of 117,682 linear feet of sanitary sewer at a price of \$110,621.08, with a budget authority not to exceed \$140,000, to be funded from the Repairs and Maintenance line item in the Water Reclamation and Reuse Budget.

Commissioner Barrick stated he would like to see a report next year comparing the amount of cleaning that was necessary this year compared to when they completed this area five years ago. He added that if we continue this maintenance, it should become less expensive with fewer issues found every five years.

Vote: Ayes: Mason Ruder

Shaun Musil

Sandy Jacobs

Reese Barrick

Alaina Cunningham

**8. 2023 MANHOLE REHABILITATION – AWARD OF BID:** Jeff Crispin, Director of Water Resources, stated that the Department of Water Resources initiated a manhole rehabilitation program in 2018 to lengthen the lifespan of manholes needing repair.

Manholes are a critical part of the wastewater collection system. Manholes need rehabilitated for various reasons including acidic environments, low pH,

erosion, age, and storm water infiltration. The sewer inspection video program that began in 2013 has assisted in strategically identifying key manholes eligible for rehabilitation. This program, along with staff inspections, has allowed for the creation of a priority list of repairs. Mr. Crispin stated they have completed 264 manholes since the program began in 2018 and there are 2,172 sanitary sewer manholes in Hays. Manhole rehabilitation is generally considered to have a 50 to 60 year lifespan when the right material is properly applied.

Staff received two bids for the 2023 program of rehabilitating 60 manholes. The low bid of \$122,271.50 was submitted by Mayer Specialty Services of Goddard, Kansas. Staff recommends awarding the project to Mayer Specialty Services for an amount not to exceed the budget of \$125,000. Due to the favorable bid, 40 additional manholes eligible for rehabilitation have been identified and can be rehabilitated utilizing the full budget authority.

Sandy Jacobs moved, Reese Barrick seconded, to authorize the City Manager to enter into a contract with Mayer Specialty Services to complete the 2023 Manhole Rehabilitation Program, with a budget not to exceed \$125,000, to be funded from the Repairs and Maintenance line item in the Water Reclamation and Reuse Budget.

Vote: Ayes: Mason Ruder

Shaun Musil

Sandy Jacobs

Reese Barrick

Alaina Cunningham

## **9. HIGHWAY 40 LIFT STATION DESIGN/ENGINEERING SERVICES –**

**AWARD OF BID:** Jeff Crispin, Director of Water Resources, reported that the Capital Improvement Plan (CIP) within the 2023 Budget includes funds to upgrade the sanitary sewer lift station on Highway 40. After budget preparation was complete for calendar year 2023, a bond project was passed to construct a new high school within the service area of the lift station. Given the potential for increased flow, City staff solicited proposals from qualified engineering firms for design and engineering of a lift station adequately sized to accommodate current

and future sanitary sewer flows in this area. The lowest cost proposal was presented by Earles Engineering and Inspection, Inc. of McPherson, Kansas at a cost of \$52,200.

The existing Highway 40 lift station was originally constructed in 1984. This station is in the designated FEMA floodway. The pumps and electrical for the station are partially recessed underground and the station has been subject to flooding in the past. City staff intended to size the upgraded station like the existing station; however, with the expected increase in sanitary sewer flows in this area, City staff solicited proposals for design, engineering, and flow analysis to ensure the upgraded station can accommodate future growth. Mr. Crispin stated that when design is complete, staff will request construction bids in 2024 and return to Commission for approval to proceed.

Alaina Cunningham moved, Sandy Jacobs seconded, to authorize the City Manager to enter an agreement with Earles Engineering in the amount of \$52,200 for engineering services related to the design of the Highway 40 sanitary sewer pump station to be funded from Water Reclamation Capital.

Vote: Ayes: Mason Ruder

Shaun Musil

Sandy Jacobs

Reese Barrick

Alaina Cunningham

**10. KDOT GRANT OPPORTUNITY FOR MULTI-USE PATH EXTENSION:**

Collin Bielser, Deputy City Manager, stated that in early 2022, the City of Hays submitted preliminary information to Kansas Department of Transportation (KDOT) regarding three proposed multi-use path extensions. This was done in advance of an anticipated 2024 Transportation Alternative grant cycle. However, KDOT recently contacted City staff regarding the immediate availability of just over \$1.5M through the Carbon Reduction Program that can be used for multi-use path construction. The funding is a component of the federal Bipartisan Infrastructure Law passed by Congress in 2021. The state must distribute these resources in a timely manner. The federal grant, combined with the required local

match, would allow the City to complete two of the three routes submitted to the State in 2022, adding approximately another two miles to the City's existing multi-use path system.

The three multi-use path extension projects that the City submitted to KDOT in 2022 are the following:

- 41<sup>st</sup> Street Path from Hall Street to Vine Street (Red Route).
- West Connector Path, 41<sup>st</sup> to 27<sup>th</sup> (Blue Route).
- Sternberg Path, Vine Street to Sternberg Museum (Yellow Route)

Mr. Bielser stated that each section is approximately one mile. With the level of funding available, the City can complete the Red Route, plus one other. He noted that the Red Route has the fewest conflict points. Both the Blue and Yellow Routes could require minor easement or right of way dedications in certain areas.

This is an 80/20 cost share program. KDOT has set aside just under \$1,548,000. A 20% share from the City would be \$385,000; however, City staff recommends allocating \$500,000, to include contingency for unforeseen expenses, including possible acquisition of property. The CIP projects \$300,000 from the Special Parks and Recreation Fund in 2025 for a multi-use path. This was the amount projected in the event that the City pursued a 2024 Transportation Alternative Grant. During the 2024 budget process, the Special Parks Fund will be reprioritized. Further funding can also come from other sources such as Special Highway and even Commission Capital Reserves if needed. As the project evolves, Staff will return to the Commission with a funding source recommendation.

Based on discussion at the April 6, 2023 Work Session, the Commission provided consensus to submit a project form to KDOT for the Red and Yellow Routes.

Shaun Musil moved, Alaina Cunningham seconded, to approve Resolution No. 2023-007 and the submission of the KDOT Request for Project Form for the Red and Yellow Routes.

Vote: Ayes: Mason Ruder  
Shaun Musil  
Sandy Jacobs  
Reese Barrick  
Alaina Cunningham

**Update from the City Manager:** Toby Dougherty, City Manager, stated Union Pacific Railroad hired a tree trimming crew to trim trees near the Union Pacific Park at 10<sup>th</sup> and Main Street. He stated that Jeff Boyle, Parks Director, let them know that they did not do a very good job and some trees may need to be removed and replaced as a result of their actions.

Mr. Dougherty also informed the Commissioners that Ellis County will be discussing the 12<sup>th</sup> Street bridge at their County Commission meeting on April 17, 2023. The County Commission talked about closing that bridge last year. The bridge is located behind the TMP ballfields where 12<sup>th</sup> Street transitions into the county. It is an old bridge in need of replacement and the County does not want to spend the money to replace it. City staff has informed the County that the City would be interested in taking over the bridge as a pedestrian and multi-use path connector. It would be fine for bicycles and pedestrians to cross. He added that a relatively new bridge is located a half block south of it that will handle all of the traffic going west so the 12<sup>th</sup> Street bridge is not a necessity.

**11. COMMISSION INQUIRIES AND COMMENTS:** Commissioner Jacobs stated she has talked about the skill set of City staff and would also like to talk about the integrity and character of City employees. As she drove in a funeral procession, she noticed that as the procession passed every City worker stopped and removed their hats out of respect which made her very proud.

Vice-Mayor Musil stated he appreciates the continued partnership with Ellis County on the 13<sup>th</sup> Street Reconstruction Project. He also noted that he has seen the preliminary design for the new high school, and it will be very nice.

Mayor Ruder stated that he will welcome the League of Kansas Municipalities, Kansas Mayors Association to Hays. He also encouraged



everyone to conserve water as the recent drought report has moved our area to exceptional drought status.

The meeting was adjourned at 5:26 p.m.

Submitted by: \_\_\_\_\_

Brenda Kitchen – City Clerk