

KECHI CITY COUNCIL MEETING MINUTES
March 23, 2023

I. CALL TO ORDER/ROLL CALL

Mayor Ashley Velazquez called the meeting to order at 7:00pm

Council present: Ashley Velazquez, Matt Brewer, Todd Hedstrom, Brian Adams, Rachel Trumbull, and Richard Haddock.

City staff present: Andrew Kovar, City Attorney; Kamme Sroufe, City Administrator; Theresa Morlan, City Clerk; Thomas Bevan, Director of Public Works; Lt. Amanda Smith; and Dustin Belton, City Planner.

Guests present: Joanie Harris, John Ash, Bob & Marissa Janzen, Curtis Zerr, Braden , Jennifer & Trey Moore, and Taylor Messick.

- A. PLEDGE OF ALLEGIANCE** – Led by Mayor Velazquez.
- B. APPROVE CONSENT AGENDA**

Consent Agenda

- 1. Council Meeting Minutes March 9, 2023**
- 2. Appointment of City Clerk**
- 3. Appointment of Chief of Police**

Motion by Rachel Trumbull to approve the consent agenda and seconded by Matt Brewer.
Motion carried 5-0-0.

C. APPROVE AGENDA

Motion by Richard Haddock to approve agenda as written. The motion was seconded by Todd Hedstrom and carried 5-0-0.

II. COMMUNICATIONS

A. Gas Safety Survey Drawing – City Clerk Morlan reported that 267 surveys had been returned thus far which is 32.4%. The first card drawn by Mayor Velazquez had no name on it. The next two drawn were Joan Rowley and Stephen & Lova Troyer, each account will be given a \$100 credit towards utilities.

B. Civic Groups/Committees – None

C. Kechi Good News – Mayor Velazquez reported that residents are happy to see the police department on patrol on Kechi Rd. Other Facebook posts included appreciation of the good weather, awesome neighbors, praise to Kechi businesses for donations to a fundraiser for local musician with cancer. She also reminded council of the Kechi Fair Committee sponsoring the Easter Egg Scramble at the Kechi Park at 2pm on April 1.

D. Public Forum

Bob Janzen, Quantum Financial, reported to council of the intent to develop the northwest corner of 69th and Oliver in partnership with Garver. They are planning 200-250 lots with patio and town homes and 5 lots dedicated as public area. He is looking for support from the council and believes they should be excited that this development would support the sewer infrastructure and a possible sewer lift and would boost the sales tax recently passed. Garver will be reaching out to staff within the next two weeks to begin planning. He also stated that Quantum Financial has a new staff, new administration and a new look.

City Administrator (CA) Sroufe reminded council that this development is what spurred the sewer master plan which was initially going to be 185 single family lots, and capacity may still be an issue.

III. NEW BUSINESS

- A. EMC Insurance Renewal** – CA Sroufe introduced Curtis Zerr who gave an overview of the changes for 2023-2024 renewal. The overall increase was 9.84%, which is an increase of \$8223 from \$83576 giving a total of \$91,799. Most of the increase was due to the changes in property values and replacement costs. There was also an increase due to a new police vehicle replacing an older model and an increase in the commercial umbrella. The dividend that we typically receive was not factored into the cost.

Motion by Richard Haddock to approve the renewal and authorize the mayor to sign the agreement. The motion was seconded by Matt Brewer and carried 5-0-0.

- B. PEC contract to provide PHMSA Grant Application Services** - CA Sroufe presented the item. The city is seeking to apply for the federal grant to replace all the steel gas lines within our gas system, acquire a new meter read system, and update the regulator station and security measures at an estimated cost of \$1 to \$1.5 million. Due to the complexity of the federal grant and documentation needed, we are seeking to contract with PEC and subcontract with Ranson Financial to complete the application, at a cost not to exceed \$35,000. The version of the grant is expected to be released at the end of March with an expected deadline in August and awards announced in December. This particular grant is only for municipalities with gas service. Public Works Director Bevan elaborated on specific systems that his department is looking to replace or acquire. The work for the grant must be outsourced, but we can oversee the projects. There is possibly a match of up to 20% of the project costs, which we could use gas fund, gas reserve and general fund or a combination of these.

Motion by Richard Haddock to approve the contract with PEC for the PHMSA Grant Application not exceeding \$35,000. The motion was seconded by Matt Brewer and carried 5-0-0.

- C. Managed IT Services Contract** – CA Sroufe presented the three bids for IT Services, noting that there have been added devices and security services, as well as Tyler coming online for CAD in the Police Department which will require help. Although DOS was slightly higher than UV&S, CA Sroufe recommended continuing with their service.

Motion by Richard Haddock to approve the managed services agreement with DOS and authorize the signing for an annual cost of \$36,452. The motion was approved by Todd Hedstrom and carried 5-0-0.

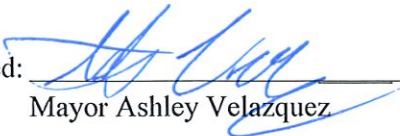
- D. Upgrade Computer Server** - CA Sroufe presented the quote summary and three options to replace the current servers, which one is 8 years old, and the age of the second is unknown, but is older than the first. The cost of the first option is \$12405.20, would be to replace both with physical servers, and would have recurring expenses of \$100 per month. The cost of the second option is \$10530.40 and would be a hybrid of a physical server and files in a sharepoint. The third option is \$3000 with recurring expense of \$660 per month plus additional cost for print jobs, and it would be a completely cloud based server and require upgraded licenses for Microsoft 365. There were some potential challenges for the third option with security needs for the police department. Option #2 offers more security and no recurring expenses.


Motion by Richard Haddock to approve option #2. The motion was seconded by Rachel Trumbull and carried 5-0-0.

IV. OLD BUSINESS - None

V. ADJOURNMENT

Motion made by Brian Adams to adjourn. The motion was seconded by Richard Haddock and carried 5-0-0. The time of adjournment was 7:50pm.

Signed: 
Mayor Ashley Velazquez

Attest: 
Debra Creekmore, City Clerk

