

CERTIFICATION OF CLERK

I, Brenda K. Wolf, the duly appointed, qualified, and City Clerk of Manhattan, Kansas, do hereby certify that the foregoing Minutes from March 4, 2025, were duly adopted at a meeting of the City of Manhattan, Kansas, held on the 18th day of March, 2025, and that said Minutes have been compared by me with the original thereof on file and of record in my office, is a true copy of the whole of said original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the City of Manhattan, Kansas, this 18th day of March, 2025.



Brenda K. Wolf
Brenda K. Wolf, CMC, City Clerk

MINUTES
CITY COMMISSION MEETING
TUESDAY, MARCH 4, 2025
6:00 P.M.

This meeting was recorded and is available [online](#) for full viewing.

1. CALL TO ORDER

At 6:00 p.m., Mayor Karen McCulloh called the March 4, 2025, City Commission Meeting to order.

2. ROLL CALL AND ANNOUNCEMENT OF A QUORUM

Present: Commissioner Peter Oppelt, Commissioner John E. Matta, and Commissioner Jayme Minton, with Mayor Karen McCulloh presiding.

Absent: Commissioner Susan E. Adamchak.

After roll call, the City Clerk announced there were four (4) Commissioners present and that the quorum of three (3) was met.

Also present were City Manager Danielle Dulin; Deputy City Manager Jason Hilgers, Assistant City Manager Jared Wasinger, Interim Director of Public Works/Assistant City Manager Wyatt Thompson, City Attorney Katharine Jackson, City Clerk Brenda K. Wolf, seven (7) staff, and approximately 12 interested citizens.

3. PLEDGE OF ALLEGIANCE

Mayor McCulloh led the Commission in the Pledge of Allegiance.



This meeting was held in the City Commission Room at City Hall, 1101 Poyntz Avenue. Public participation was solicited without regard to race, sex, familial status, military status, disability, religion, age, color, national origin, ancestry, sexual orientation, or gender identity. In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodation to participate in the City Commission Meeting or access meeting minutes, or those requiring language assistance (free of charge) should contact the City of Manhattan ADA Coordinator, Deann Tiede, no later than forty-eight (48) hours prior to the meeting, at (785) 587-2442 or 7-1-1 (Relay).

4. PROCLAMATION

- A. Mayor McCulloh proclaimed March 8, 2025, [International Women's Day](#). Usha Reddi, President, American Association of University Women (AAUW) International Women's Day Committee, was present to receive the proclamation.

5. PUBLIC COMMENTS

Mayor McCulloh opened the public comments and highlighted the process.

The Commission heard public comment on items and issues not scheduled on the agenda. The following members of the public provided comments:

- Gary Olds, 3308 Frontier Circle
- Joe Knopp, 104 Oakwood Circle
- Amber Starling, 408 Houston Street

Hearing no other comments, Mayor McCulloh closed the public comments.

6. COMMISSIONER COMMENTS

Commissioner Minton congratulated the Manhattan High School Wrestling team who came home the 6A Kansas State High School Activities Association (KSHSAA) State Champions on Saturday, March 1, 2025.

Commissioner Oppelt stated that Parks and Recreation summer registration for activities opened on Monday, March 3, 2025. He said he registered his son for summer camp.

Mayor McCulloh stated the weekend of March 8, 2025, would be the celebration of Fake St. Patrick's Day. She urged the public to lock their vehicles and place in the garage if possible. She mentioned that Howie's Recycling and Trash Service would be accepting hazardous household waste the weekend of March 8, 2025.

7. CONSENT AGENDA

(* denotes those items discussed)

- A. **MINUTES**
1. Approve the minutes of the Regular City Commission Meeting held Tuesday, [February 18, 2025](#).

B. **CLAIMS/PAYMENTS**

1. Approve [Claims Register No. 3088](#) authorizing and approving the payment of claims from February 12, 2025 – February 25, 2025, in the amount of \$385,925.49.
2. Approve [Claims Register No. 3089](#) authorizing and approving the payment of claims from February 12, 2025 – February 25, 2025, in the amount of \$4,060,711.10.

C. **LICENSES**

1. [Approve](#) an annual ***Cereal Malt Beverages Off-Premises License*** for U-Stop #41, U-Stop #42, U-Stop #43, U-Stop #44, and U-Stop #45; a ***Merchant Guard Agency License*** for calendar year 2025 for Securitas Security Services USA, Inc.; and a ***Tree Maintenance License*** for calendar year 2025 for Hendricks Family Tree Care LLC.

D. **FIRST READINGS**

1. Approve first reading of an ordinance [rezoning all 15 lots in Heritage Square South](#) from PUD, Planned Unit Development, to CC, Community Commercial District. *[See Attachment No. 1 of the March 4, 2025, agenda item within the provided link.]*
2. Approve first reading of an ordinance [rezoning No Stone Unturned, Unit One](#), from PUD, Planned Unit Development, to BP, Business Park District. *[See Attachment No. 1 of the March 4, 2025, agenda item within the provided link.]*

E. **RESOLUTIONS**

1. Approve [Resolution No. 030425-A](#) for a Special Event with Alcohol for the Aggieville Showdown.
2. Adopt [Resolution No. 030425-B](#) authorizing the project and the financing for 12th Street, from Moro Street to Laramie Street, and the alley between Moro Street and Laramie Street from North Manhattan Avenue and 12th Street project in Aggieville (AG2202).

F. **PROFESSIONAL SERVICES**

1. Authorize City Administration to finalize and the Mayor and City Clerk to execute a [Professional Services Agreement for Construction Inspection Services](#) in an amount not to exceed \$68,471.00 with Terracon Consultants, Inc.; and authorize the City Manager to execute contract amendments up to 5% of the contract amount (\$3,423.00) for additional testing and inspection services for the CiCo Park Improvements Project (PR2320).

G. **PURCHASES**

1. Authorize a [sole source purchase](#) and approve a contract with Mud Cat Liquid Waste Technology, LLC in the amount of \$382,342.00 for a

replacement biosolids lagoon dredge for the Wastewater Treatment Plant Biosolids Upgrade and Expansion Project (SS2207, CIP #WW092E).

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

MOTION:	Commissioner Minton.
ACTION:	<i>Approve the consent agenda.</i>
SECOND:	Commissioner Oppelt.
RESULT:	On a roll call vote, motion carried 4-0.
Ayes:	Mayor McCulloh, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
Nayes:	None.
Abstain:	None.

8. ITEM REMOVED FROM CONSENT AGENDA

No items were removed from the Consent Agenda.

9. PUBLIC HEARING

A. CONSIDER ISSUING HEALTH CARE FACILITIES REVENUE BONDS FOR A NEW INDEPENDENT FACILITY AT MEADOWLARK HILLS

Commissioner Minton removed herself from discussion of the item and from the Commission Room due to a conflict of interest.

Jason Hilgers, Deputy City Manager, presented the item. He then answered questions from the Commission.

Jason Hilgers, Deputy City Manager; Katie Jackson, City Attorney; and Samantha Lawlor, Gilmore & Bell, answered questions from the Commission.

Chris Nelson, Financial Services Director, Meadowlark Hills, presented an overview of the project. He then answered questions from the Commission.

Mayor McCulloh opened the public hearing.

Joe Knopp, 104 Oakwood Circle, stated he was not against Meadowlark Hills and that it was a great asset to the community and a not-for-profit. He said that half of the \$54 million was for materials and labor; of the \$27 million sales tax, 10 percent of that was a \$2.7 million savings; the rest of the public are not getting any exemption. He said though most of the sales tax was state, it was a benefit that the Commission should consider. He mentioned for the revenue bonds, of the commercial rate of seven (7) percent, they might get five (5) percent; that two (2) percent on \$55 million would be significant over 20 years. He said the savings would be paid through federal tax breaks, given to rich people who want to receive tax-free income and not pay income tax. He said the Manhattan residents are paying property taxes. He said in Meadowlark's application it asked what new jobs they were creating, Meadowlark stated seven (7) new employees; that was not a significant job improvement so in his opinion technically it would not meet the job criteria. He was not asking the Commission to stop on that basis but to give special consideration for payment-in-lieu of property taxes for this project that was receiving this significant benefit.

Gary Olds, 3308 Frontier Circle, stated the Commission's decision is good for the City, not the citizens. He said if staff would have presented a proposal of offering this \$54 million in industrial revenue bonds as a payment in-lieu of taxes (PILOT), same as what it did with the Manhattan Housing Authority decades ago, Meadowlark would have some skin in the game for services that they receive. He urged the Commission to always look at the PILOT option in KSA 12-1742; the Commission could ask for \$50,000.00 or \$100,000.00 a year. He stated that Meadowlark has \$48 million worth of appraised property and pay \$0.00 in property taxes. Based on the statutes, the City could have asked for a PILOT and that would have contributed toward the \$38.5 million in property taxes collected in 2025 budget. He stated that any small PILOT for any industrial revenue bonds would have been helpful.

Chris Nelson, Financial Services Director, Meadowlark Hills, addressed public comments and provided additional information to the Commission.

Amber Starling, 408 Houston Street, asked how much of land was free of taxes. She stated that Commissioner Oppelt had mentioned it was approximately 40 percent at a recent citizen coffee he hosted. She also asked what burden does Meadowlark put on the fire, ambulance, and police services and on the public utilities without recompense. She also wondered why does Meadowlark need to ask for exemptions; is the advantage of not paying taxes insufficient; can they not afford to build a new facility without the City's help. She then asked if the facility would require upgrades to the water or sewer infrastructure.

Hearing no other comments, Mayor McCulloh closed the public hearing.

Jason Hilgers, Deputy City Manager, provided additional information to the Commission and answered questions from Commission.

MOTION:	Commissioner Oppelt.
ACTION:	<i>Approve Resolution No. 030425-C determining the advisability of issuing Industrial Revenue Bonds for a new Meadowlark Hills' independent living facility and authorizing the release of the Riley County facility [7621 Falcon Road, Riley, Kansas] previously financed by Industrial Revenue Bonds, and authorize the Mayor and City Clerk to execute any necessary documents related to the release..</i>
SECOND:	Commissioner Matta.
RESULT:	On a roll call vote, motion carried 3-0-1.
Ayes:	Mayor McCulloh, Commissioner Oppelt, and Commissioner Matta.
Nays:	None.
Abstain:	Commissioner Minton.

At 6:52 p.m., Commissioner Minton rejoined the Commission.

10. GENERAL AGENDA

A. CONSIDER THE 2023 CITY AUDIT

Rina Neal, Director of Finance, presented the item. She then answered questions from the Commission.

Dr. Eric Higgins, Chair, Municipal Audit Board, presented an update from the Municipal Audit Committee. He then answered questions from the Commission.

Mayor McCulloh opened the public comments.

Hearing no comments, Mayor McCulloh closed the public comments.

MOTION:	Commissioner Minton.
ACTION:	<i>Receive the results of the 2023 City Audit.</i>
SECOND:	Commissioner Oppelt.
RESULT:	On a roll call vote, motion carried 4-0.
Ayes:	Mayor McCulloh, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
Nays:	None.
Abstain:	None.

11. ADJOURNMENT

MOTION:	Commissioner Oppelt.
ACTION:	<i>Adjourn the March 4, 2025, City Commission Meeting.</i>
SECOND:	Commissioner Minton.
RESULT:	On a roll call vote, motion carried 4-0.
Ayes:	Mayor McCulloh, Commissioner Oppelt, Commissioner Matta, and Commissioner Minton.
Nayes:	None.
Abstain:	None.

At 7:06 p.m., Mayor McCulloh announced the Commission meeting was adjourned.


Brenda K. Wolf, CMC, City Clerk