



**The City of Lee's Summit**  
**Action Letter - Final**  
**Public Works Committee**

Wednesday, September 16, 2020

5:00 PM

Via Video Conference

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Notice is hereby given that the Public Works Committee of the City of Lee's Summit will meet in regular session on Wednesday, September 16, 2020 at 5:00 pm by video conference as provided by Section 610.015 of the Revised Statutes of the State of Missouri. Due to the ongoing Covid-19 pandemic. The public is invited to attend the meeting by one of these methods:

- By viewing the meeting on the City website at [www.WatchLS.net](http://www.WatchLS.net), and various cable providers (Spectrum channel 2, Google TV channel 143, AT&T U-Verse channel 99 and Comcast channel 7) for those whose cable providers carry the City of Lee's Summit meetings.
- By sending a request to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net) to attend the meeting on the Zoom platform. The City Clerk will provide instructions regarding how to attend by this method.

Persons wishing to comment on any item of business on the agenda may do so in writing prior to 5:00 p.m. on Tuesday, September 15, 2020, by one of the following methods:

- By sending an e-mail to [clerk@cityofls.net](mailto:clerk@cityofls.net),
- By leaving a voicemail at 816-969-1005 or
- By leaving written printed comments in the utility payments drop boxes located in the alley behind City Hall or inside the foyer at the north end of City Hall, both located at 220 SE Green Street, Lee's Summit, MO 64063.

Written comments submitted by these methods will be presented at the Public Works Committee meeting. Persons wishing to speak at a public hearing on this agenda may do so by contacting the City Clerk prior to 5:00 p.m. on Tuesday, September 15, 2020 by e-mail at [clerk@cityofls.net](mailto:clerk@cityofls.net), and they will be provided with instructions regarding how to provide their live testimony via videoconference during the public hearing.

In the event that the meeting cannot be broadcast via [www.WatchLS.net](http://www.WatchLS.net) and the cable channels noted above, this agenda will be amended to include directions for the public to attend via the Zoom software platform at [www.Zoom.com](http://www.Zoom.com); such amendment will include a specific link to attend the Public Works Committee meeting.

**1. Call to Order**

The September 16, 2020 Public Works Committee meeting was called to order by Chairman DeMoro, at 5:00 p.m. via video conference.

**2. Roll Call**

**Present:** 4 - Chairperson Fred DeMoro  
Vice Chair Phyllis Edson  
Councilmember Trish Carlyle  
Councilmember Hillary Shields

**3. Approval of Agenda**

**A motion was made by Vice Chair Edson, seconded by Councilmember Shields, to approve the agenda as posted. The motion carried by a unanimous 4-0 vote.**

**4. Public Comments**

None

**5. Business**

- A. [2020-3649](#) Approval of the August 3, 2020, Public Works Committee Action Letter.

**A motion was made by Councilmember Carlyle, seconded by Vice Chair Edson, to approve the Public Works Committee Action Letter dated August 3, 2020. The motion carried by a unanimous 4-0 vote.**

- B. [BILL NO. 20-175](#) An Ordinance approving Amendments to Section 26-211 of the City Code, regarding insurance requirements for work in City Right-Of-Way and on City Property. (PWC 9/16/20)

**A motion was made by Vice Chair Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- C. [BILL NO. 20-172](#) An Ordinance awarding the bid for Project No. 564 for the Hangar 1 Parking Lot Expansion to MegaKC Corporation in the amount of \$145,480.00, and authorizing the City Manager to execute an agreement for the same. (PWC 9/16/20)

**A motion was made by Councilmember Shields, seconded by Vice Chair Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- D. [BILL NO. 20-171](#) An Ordinance awarding the bid for Project No. 324-20/21 (Crack Seal) for the Crack Seal 20/21 Program to American Pavement Solutions, Inc. in the amount of \$218,700.00, and authorizing the City Manager to execute an agreement for the same. (PWC 9/16/20)

**A motion was made by Vice Chair Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- E. [BILL NO. 20-174](#) An Ordinance approving the award of Bid No. 2020-006 for the purchase of asphalt base and surface for an initial term of one year, with up to four, one-year renewals, to Vance Brothers, Inc. and authorizing the City Manager to execute an agreement for the same. (PWC 9/16/20)

**A motion was made by Councilmember Carlyle, seconded by Vice Chair Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- F. [BILL NO. 20-176](#) An Ordinance authorizing the execution of an amendment to a Service Contract for Sanitary Sewer Treatment by and between the City of Lee's Summit and Little Blue Valley Sewer District and authorizing the Mayor to execute the same. (PWC 9/16/20)

**A motion was made by Vice Chair Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- G. [BILL NO. 20-179](#) An Ordinance authorizing the execution of an Amendment to a Service Contract for sanitary sewer treatment by and between the City of Lee's Summit and Little Blue Valley Sewer District for the Middle Big Creek Subdistrict and authorizing the Mayor to execute same. (PWC 9/16/20)

**A motion was made by Councilmember Shields, seconded by Vice Chair Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- H. [BILL NO. 20-173](#) An Ordinance approving Modification No. 1 to an Agreement dated July 16, 2019 (RFQ No. 543-32272B) for Professional Engineering Services for Stormwater - SE Hackamore Drive & SE Secretariat Drive by and between the City of Lee's Summit, Missouri, and Intuition & Logic Inc., for an increase of \$179,867.00 with an amended not to exceed amount of \$259,644.20, and authorizing the City Manager to execute an agreement for the same. (PWC 9/16/20)

**A motion was made by Councilmember Shields, seconded by Vice Chair Edson, that this Ordinance be recommended for approval to the City Council. The motion carried by a unanimous 4-0 vote.**

- I. [BILL NO. 20-177](#) An Ordinance approving Modification No. 2 to an Agreement dated August 15, 2019 (RFQ No. 543-32272D) for Professional Engineering Services for Stormwater Improvements - 5 locations by and between the City of Lee's Summit, Missouri, and Burns & McDonnell Engineering Company, Inc. for an increase of \$39,930.00 with a not to exceed amount of \$246,540.00, and authorizing the City Manager to execute an agreement for the same. (PWC 9/16/20)

**A motion was made by Vice Chair Edson, seconded by Councilmember Carlyle, that this Ordinance be recommended for approval to the City Council. The motion carried by a 3-0 vote (Councilmember Shields recused herself).**

- J. [BILL NO. 20-178](#) An Ordinance authorizing the approval of a Coronavirus Aid, Relief, and Economic Security Act Agreement in the amount of \$69,000 through Title XII of the Division B of the CARES Act for the Lee's Summit Municipal Airport for the purchase of 107 airfield light mats for lighting on Runway 18/36 and the threshold lights for approximately \$23,000 and the remaining funds, of approximately \$46,000 will be applied towards offsetting ongoing operating

expenses due to the COVID-19 pandemic and authorizing the Mayor to execute the same by and on behalf of the City of Lee's Summit. (PWC 9/16/20)

**A motion was made by Councilmember Carlyle, seconded by Vice Chair Edson, that this Ordinance be recommended for approval to City Council. The motion carried by a unanimous 4-0 vote.**

K. [2020-3624](#) FY21 Lee's Summit Snow Plan Presentation

Shawn Graff, Assistant Director of Public Works Operations, gave a presentation of the FY21 Snow Plan to the Committee. The goal of the City is to provide adequate mobility and safety for properly equipped and prudently operating vehicles within a reasonable time after the end of the storm. The City wants to make sure to provide a high level of customer service to its citizens, operate within available financial resources, and ensure an operational balance for the City and employees. The Plan outlines steps for completion of storm response within 24-48 hours after precipitation has ended.

Throughout the year Public Works plans for the next year's snow season by researching and analyzing industry trends, attending annual conferences, and reviewing other city snow plans. Public Works achieves full compliance with APWA recommended practices, and prepares resources for snow operations by having annual training, as well as equipment inspection and preparation.

The City plows and treats all public streets, no exception. If a resident thinks their street has been missed they can call and supervisors will double check that street. Automated vehicle locating helps to ensure where the trucks have plowed. All effective equipment is used during the entire snow event. Streets are plowed in order of priority which is primary, secondary, and then residential. The goal is to have all homes within 1/4 of a mile of a plowed primary or secondary street. Residents can call the Snow desk or go to LSsnow.net for any significant updates as well as numbers and information on snow operations. Social media sites such as Facebook, Twitter, and Nextdoor are used to push information out to residents.

COVID-19 has required changes to normal snow operations. Typically 70 people report out at the facility and a plan is being worked on to limit the number of people in the facility at one time. This may increase goal times, with the possibility of less volunteers, and additional time for disinfecting building/equipment and trucks.

Mr. Graff gave helpful tips for residents such as removing cars from the street, keeping trash cans and basketballs goals out of the street, and keeping shoveled snow downstream of snow plowing to lessen the amount of snow left in driveways. He recommended that the City Council can help by rallying the troops, educating the public and keeping them informed during snow events.

Councilmember Edson asked if someone is on a residential street has a medical emergency and they can't drive out will Fire be able to get to them. Mr. Graff said that anyone, regardless of road conditions, should call 911. Police and Fire have a radio system to reach Public Works and a snow plow will be dispatched to help if needed.

L. [2020-3685](#) Review Public Works Committee Duties and Subject Matter

Chairman DeMoro started the next presentation of the review of committee duties and subject matters. It is predicated by the Rules Committee and that committee wanted the Public Works Committee to review what actions and items are taken to this Committee. As he opened it up for discussion Councilmember Edson said that the Finance and Budget Chair had questioned whether or not Finance & Budget Committee should be approving the Public Works contracts or whether this Committee should. She wondered what the Committee thought of paragraph one and if it's clear enough in saying that these contracts should be approved by this committee.

Councilmember Carlyle said that it does not say the word "contract" but she reads into it that "Public Works or water or wastewater items" would be contracts. The contracts generally deal with all of the items listed. The City has to have a contract with companies doing Public Works, Water, or Wastewater work. If the word "contract" were inserted then it would be absolutely clear. It could read "Any contracts related to Public Works or water and wastewater prior to consideration", or "wastewater items and contracts prior to consideration". Councilmember Shields agreed and stated there is a bit of overlap and ambiguity and this would be an intent to clear that up.

Chairman DeMoro asked for direction from either Nancy Yendes, Chief Counsel of Infrastructure and Planning, or Christal Weber, Assistant City Manager, as to where to insert the word "contracts" into the description of duties.

Ms. Weber recommended that the Committee provide information to the Rules Committee or to state that the Committee had a consensus that they would like clear language included that the Public Works Committee should consider all required contracts. Then request to have the Rules Committee work out that language. The Rules Committee had asked for feedback either individually or as a Committee and those items can be sent to Ms. Bellamy in the Law Department. Ms. Weber offered to type up the comment, send it to the Chair for review, then if he feels that it captured everything it would be sent on as a Committee decision.

Councilmember Edson questioned if language in the second paragraph regarding the landfill needed to be taken out. Councilmember Carlyle said that the landfill has to be maintained post-closure for 30 years so if other issues occur it would still need to be reviewed. Councilmember Shields agreed with Councilmember Carlyle but the language can be revised to talk about the

ongoing post-closure obligations with possibly adding something about a potential transfer station or other items related to waste management since those will be continuing discussions as a Council.

Ms. Yendes suggested to modernize the language to include whatever the solid waste operations are going to be moving forward. Staff can let the Rules Committee know their intent and let them do the hard work. All committee members were in agreement.

George Binger, Deputy Director of Public Works/City Engineer, brought up the concept of Right Of Way management , small wireless facilities, and all that flows through Public Works and this Committee. He suggested the need to insert the phrase "right of way management" in the list of duties in the first paragraph to ensure that those items flow through the Public Works Committee.

Ms. Weber recapped in general the consensus of what needs to be submitted to the Rules Committee. It was requested to add "contracts" to the first paragraph at their discretion, and to modernize the solid waste sanitary landfill term to capture the closure and post-closure and the ongoing non-commercial transfer station. The Committee would like to update the language to reflect modern practices and more broadly encompass solid waste management. That way it could include franchise hauling or other options in the future, which those would all come through the Public Works Committee. Chairman DeMoro also added the Right of Way concerns mentioned previously.

## 6. Roundtable

Councilmember Edson asked staff what work is being done all down Lake Drive and the side streets because there are locate flags placed in the ground every few feet. Mike Anderson, Interim Director of Public Works, said that he would check with the Right of Way Inspector and report back.

Chris Bussen, Solid Waste Superintendent, made an announcement about RecycleFest. The event was originally to be held on October 10. Due to COVID-19 concerns and the service being volunteer based, some of the volunteers expressed concerns about the type of material that they would touch and process for customers. It would be difficult to manage customer flow with limited volunteers. The City did not want to provide a service that would not meet citizen expectations. It was decided to delay it until the Spring. The City will work on a new date around April 22, which is Earth Day.

## 7. Adjournment

The September 16, 2020 Public Works Committee meeting was adjourned by

**Public Works Committee**

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**September 16, 2020**

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Chairman DeMoro at 6:35 p.m. via video conference.

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Legislative Information Center website at "[lsmo.legistar.com](http://lsmo.legistar.com)"