



**AGENDA  
CITY OF HARRISONVILLE  
PUBLIC WORKS COMMITTEE  
REGULAR MEETING  
CITY HALL  
FEBRUARY 6, 2018  
6:00 PM**

- I. Call to Order**
  - 1. Roll Call**
- II. Approval of Minutes**
  - 1. Public Works Committee - Regular Meeting - Jan 3, 2018 6:00 PM**
- III. Agenda Items**
  - 1. Adopt a Street Cautions**
  - 2. Library Signs**
- IV. Stormwater Issues**
  - 1. Stormwater Erosion**
- V. Airport Reports**
  - 1. Runway Access**
  - 2. January 2018 Report**
- VI. General Discussion**
- VII. Adjourn**

**Posted on City Hall Bulletin Board this 31<sup>st</sup> day of January, 2018**

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**Randall K. Jones, City Clerk**

**The Board of Aldermen meeting is an open meeting but is not a meeting of the public. There is a place on the agenda for comments of citizens under PUBLIC PARTICIPATION. Our rule is that comments by any individual or group shall not exceed (4) minutes. The Board of Aldermen request that concerns be initially addressed at the appropriate action level before coming to the Board of Alderman**



**DRAFT**  
**MINUTES**  
**CITY OF HARRISONVILLE**  
**PUBLIC WORKS COMMITTEE**  
**REGULAR MEETING**  
**CITY HALL**  
**JANUARY 3, 2018**  
**6:00 PM**

**I. Call to Order**

The meeting was called to order at 6:00 PM by Chair Brian Hasek

Attendee Name	Organization	Title	Status	Arrived
David Dickerson	Harrisonville	Member	Present	
Matt Turner	Harrisonville	Member	Present	
Brian Hasek	Harrisonville	Chair	Present	
Clint Long	Harrisonville	Member	Absent	
Brad Bockelman	Harrisonville	Member	Absent	

*Also present were Brian Rast, US Army Corp of Engineers; Alderman Marcia Milner; Alderman Judy Bowman; Alderman Jessica Levsen; Happy Welch, City Administrator; Eric Patterson, Director of Public Works; Ted Martin, City Engineer; Rodney Jacobs, Street Superintendent; James Green, Airport Manager; April Clark, Administrative Assistant for Public Works*

**II. Approval of Minutes**

**1. Public Works Committee - Regular Meeting - Dec 5, 2017 6:00 PM**

*With no additions or corrections, the December 5, 2017, minutes were approved as written.*

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Matt Turner, Member
<b>SECONDER:</b>	David Dickerson, Member
<b>AYES:</b>	David Dickerson, Matt Turner, Brian Hasek
<b>ABSENT:</b>	Clint Long, Brad Bockelman

**III. Stormwater Issues**

**1. Brian Rast - Army Corp of Engineers**

*Brian Rast, US Army Corp of Engineers, was present to discuss the Silver Jacket program, and other options that the Corp might be able to help the City with in dealing with the flooding and stormwater issues. Ted Martin, City Engineer, introduced Mr. Rast and explained that he had worked on several projects with him. He said they have had*

discussions regarding the flooding the City experienced last year. Mr. Rast explained the Silver Jackets program, and talked about the Independence project and how they collaborated with the Weather Service. Mr. Rast said that Cleaning & Snagging is what they call the program that deals with cleaning out creek areas.

Mr. Martin has been told that the State has no problem with people cleaning out creeks. They don't want live trees being cut. The Corp has more regulations to follow regarding fish and wildlife, but cleaning trash & debris is something that can be done.

Alderman David Dickerson asked if people will be able to maintain these floodways. Mr. Martin replied that he would have an informational memo regarding this issue in the Aldermen's boxes tomorrow.

Mr. Rast said if a backup is being caused, he doesn't see that there would be a problem with cleaning and maintaining the creeks and floodways. Mr. Martin said it is always best to call the Corp first, just in case they have an issue. Mr. Rast provided the group a pamphlet, *Possible Solutions to Flooding*.

Alderman Dickerson asked who's responsibility is it to contact the Corp? Is it the City or the property owner? Director of Public Works, Eric Patterson, said the property owner is the one that needs to be calling, since they will be responsible for the cleanup.

Mr. Rast said if there is no easement, there is not much the City can do. He said there were some things the Corp could do, but they all involve the City.

Mayor Brian Hasek asked with the amount of water we got during the flooding, are those ditches even designed to handle that when they are cleaned out? Mr. Martin asked if the Corp could take a look at the entire area of the creek and see where the problems actually are, instead of just focusing on the end area where the major flooding occurred.

Mayor Hasek said it would be a good idea to have them look at the entire area and show the community that we are trying to find a solution. Mr. Martin said he is trying to get Karen McCue, the flood plain manager for the State, to come here for a forum with the community. Allie Bishop deals with the flood insurance side and he would like to have her come with Karen McCue.

Mayor Hasek explained that we had a forum after the flooding and the citizens came expecting answers that the City didn't have. We heard them, and this is a way to show them they were heard, but that the wheel turns slowly and it's hard to get anything done.

Alderman Jessica Levsen said we are interested in having the help the Corp can give to help the City identify the actual problem areas and how to fix them.

Mr. Rast said the Silver Jackets program is one in which a City/Community is to be accepted. They need a letter from Karen McCue in order to start the process. There should also be a group of stakeholders/property owners, a guiding committee (such as

*the Public Works Committee), a citizen group, etc, to work with and support the City Engineer. Mr. Martin may need another person to help.*

*There was brief discussion about the possibility of reducing flood insurance rates, and Director Patterson said the priority is to work on fixing the actual problem, before we look at ways to reduce rates for flood insurance.*

*When asked about the City Dam, Mr. Rast said the CAP program would involve the dam area. He said it is 65% Federal and 35% Non-Federal. There was discussion regarding things that could be done to help with damage to the dams. The study can be done at no cost to the City, and that's the place to start.*

*Mr. Rast said the City should ask for a non-structural assessment along the creek. That is one project. He suggested putting in a letter to the Section 205 CAP program manager to get the study for repairing the dam. He said there should be two letters. One for the floodplain management, and one for the CAP program.*

*Mr. Rast said the next fiscal year starts October 1, 2018 The City will want to get the letters in now, so the possibility of getting in the program is better for October. Mr. Rast will email the presentation pages to Mr. Martin to be distributed to the Board.*

<b>RESULT:</b>	<b>DISCUSSION</b>
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#### IV. General Discussion

#### V. Adjourn

Alderman Matt Turner made a motion to adjourn and Alderman David Dickerson seconded. The motion carried and the meeting was adjourned at 7:15 PM.

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 Brian Hasek, Mayor & Ex-Officio  
 Chairman of the Board of Aldermen

ATTEST:

\_\_\_\_\_  
 Randall K. Jones, City Clerk

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# City of Harrisonville ADOPT-A-STREET PROGRAM POLICY

## MISSION STATEMENT

The City of Harrisonville is committed to providing safe, clean, and efficient city streets for the residents of Harrisonville and the traveling public.

## PURPOSE AND BENEFITS

Adopt-A-Street is a community involvement program that brings individual or group volunteers into partnership with the City of Harrisonville to keep city roadways clean. The program encourages people to stop littering and shows a better first impression of our city to residents and visitors by utilizing and seeing the cleanup efforts. Adopt-A-Street program shows that people have pride in our community and care about the environment. The program sets a good example especially for the youth in the community and improves the quality of life in your neighborhood.

## HOW IT WORKS

Each individual or group volunteer is responsible for a dedicated section of roadway. They agree to remove litter a minimum of four (4) times a year, over a two (2) year period. The City of Harrisonville supplies the caution signs, safety vests, and bags for cleanup efforts. Each sponsoring individual or group will be recognized with a signage placed along their designated roadway section.

## PROGRAM POLICY GUIDELINES

1. Only certain streets within the corporate limits of the City of Harrisonville are included in this program. Some streets have been deemed too hazardous or additional efforts reasoned unnecessary to be adopted.
2. The sponsoring individual or group shall be responsible for litter pickup only. No planting. No maintenance such mowing or other activities will be permitted.
3. The sponsoring individual or group shall adopt their section of roadway for two years with the right to renew the agreement. The City of Harrisonville has the right to terminate the agreement and remove the sponsor's roadside signs should the sponsoring group fail to act in accordance with this policy.
4. The City of Harrisonville and the sponsoring individual or group will jointly decide on the length of roadway to be adopted. The Public Works Director will determine unreasonable or dangerous sections of City roadways.

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5. The City of Harrisonville will supply and put up the signs with the individual or group name. The signs shall conform to the requirements of the Missouri Department of Transportation (MODOT). No logos or slogans will be permitted on the signs.
6. In the case of a sponsoring group, they shall assign a group coordinator to work jointly with the Public Works Director or his designee.
7. The City of Harrisonville shall provide street safety materials to the sponsoring individual or sponsoring group's coordinator for distribution to the volunteers.
8. Litter pick is required a minimum of four (4) times a year. However, we encourage you to monitor and pick up for the area as necessary.
9. Adequate supervision must be provided for anyone under the age of 18. It is required that at least one (1) adult supervise five (5) youths. No one under the age of twelve (12) will be permitted to participate.
10. No food or beverage shall be carried or consumed while picking up litter.
11. The sponsoring individual or group shall be required to provide a first aid kit and an ample supply of water at a staging location.
12. The sponsoring individual or group shall place the litter into the trash bags provided by the City of Harrisonville at a predetermined location along the roadside ditches.
13. The sponsoring individual or group's coordinator may pick up the bags from the Public Works Department during normal working hours.
14. The adopter will advise the Public works Department at least 24 hours in advance of performing any work in their designated section of roadway.
15. Pick up days and times are during daylight hours between 8:00am to 5:00pm during moderate weather conditions such as, sunny and calm days.
16. The sponsoring individual or group shall proceed with litter pick up activities in the direction of oncoming traffic.
17. Large objects and hazardous materials found along the roadside shall be marked and reported to the Public Works Department.
18. The sponsoring individual or group may at any time terminate their agreement, but must do so in writing to the City of Harrisonville.

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# ADOPT-A-STREET AGREEMENT

The (Sponsoring Individual or Group),

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Recognize the need for litter free roadways throughout the City of Harrisonville and hereby enters into this agreement in an effort to contribute toward maintaining litter free roadways.

By signature below, the sponsoring individual or group acknowledges the hazardous nature of the work and agrees to the terms and conditions set forth by the City of Harrisonville.

The sponsoring individual or group and its volunteers, members, and/or agents shall assume all responsibility for, and hold the City of Harrisonville harmless (which includes all officials, employees, and agents) from any and all claims or actions resulting from the individual or groups or agent's work in the program.

All members of the sponsoring group are jointly bound by the terms and conditions of the agreement. The sponsoring individual or group and the City of Harrisonville shall hereby fulfill their respective responsibilities as outlined in the City of Harrisonville.

Sponsoring Individual/Group shall adopt a Roadway section of (street name)

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From (street name)

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To (street name)

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The Sponsoring Individual/Group accepts the responsibility of picking up litter on this section of roadway for two (2) years on a time beginning From \_\_\_\_\_ (mm/dd/yyyy), and ending on \_\_\_\_\_ (mm/dd/yyyy),

Printed Name of Sponsoring Individual/Group and DATE (mm/dd/yyyy)

---

Printed Name of Group Coordinator and PHONE

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Signature of Sponsoring Individual/ Group Coordinator and DATE (mm/dd/yyyy)

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Signature of Public Works Director and DATE (mm/dd/yyyy)

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Fill out this form and please return to:  
Public Works Department  
P.O. Box 367  
201 W. Chestnut Street  
Harrisonville, MO 64701

Attachment: 3455 (Adopt a Street Cautions)

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# Adopt-A-Highway Sign Prices & Guidelines

Your signs will be ordered after you application has been approved. All signs must conform to the Manual on Uniform Traffic Control Devices, Section 2 H.08 Acknowledgment Signs

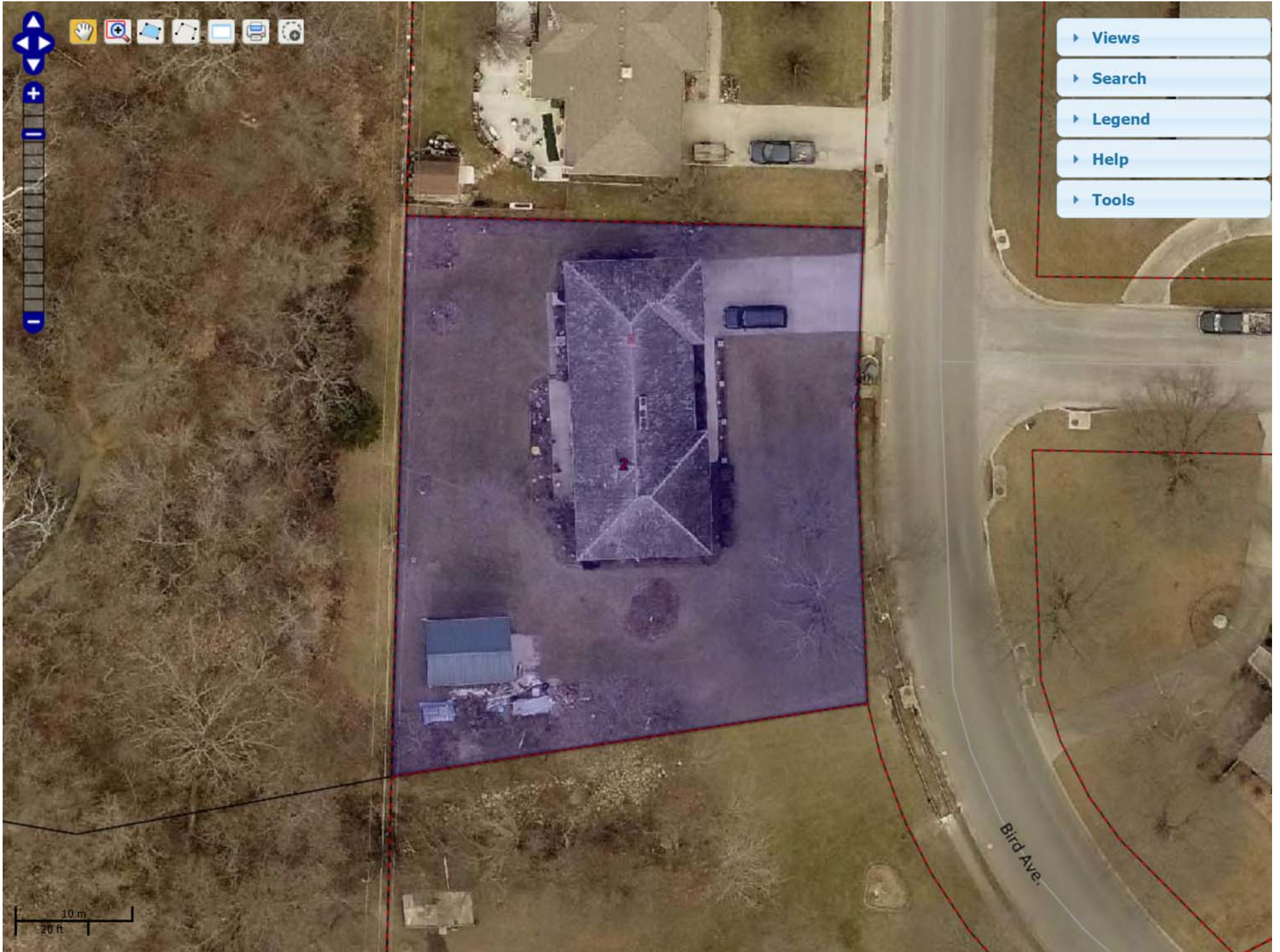
A one two piece sign with the top portion measuring (24" x 24") and the bottom portion measuring (12" X 24") for the group's name will be placed at each end of your adopted highway segment at no charge.

Mr. Chrisman  
[Redacted]



4.1.a

Attachment: Chrisman Ditch Erosion-1 (Stormwater Erosion)



Attachment: Christman (Stormwater Erosion)

## LAWRENCE SMITH MEMORIAL AIRPORT REPORT

For the month of January 2018

### Hangar and Tie Down Space:

- All hangars are full, 19 people on the waiting list
- 3 Outside tie-down spots available

### Fuel:

- Potential jet fuel sales – approx. 300 gallons
- 100LL – our current price is \$4.10 per gallon
- Fuel prices in our service area:
 

Lee's Summit	\$4.19 per gal.
Butler	\$4.25 per gal.
Gardner	\$4.15 per gal.
Warrensburg	\$4.10 per gal.
Miami County	\$4.26 per gal.

### AVGAS Sales: (January 4th through January 31st, 2018)

- Price               \$4.10 per gallon
- Gallons Sold    338.9 gallons
- Revenue         \$1,389.87
- Profit             \$150.49

### MODOT Statewide Aviation System Plan:

MODOT is beginning a Statewide Airport System Plan update that includes the Lawrence Smith Memorial Airport. The consulting firm Jviation has been awarded the contract and is expected to be completed mid-2019.

### Automated Weather Observation System:

The anemometer for the station is not functioning correctly and a replacement is currently on order. The part is expected to arrive in a couple of weeks.

### Airport Beacon:

The airport beacon is in the process of being moved from its current location on top of the main hangar to the AWOS Area. This is being done to improve visibility of the beacon to incoming pilots. The footing is poured and the mounting pole should be installed in the next couple of months.