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**MINUTES  
CITY COMMISSION MEETING  
CITY HALL, 701 WASHINGTON ST.**

Wednesday, February 5, 2020

5:30 p.m.

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The governing body met in regular session on February 5, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Lambertz, and Wentz. Commissioner Snavelly was present via phone.

Absent: Commissioner Hasch.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Don Dean, Denise de Rochefort-Reynolds, Jessica Brucken, Robert Frazier. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Amy Lange added an executive session for confidential business data.

Commissioner Lambertz moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

**PUBLIC COMMENTS**

None.

**PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME**

***Frank Carlson Library Year End Report***

Denise de Rochefort-Reynolds updated the commission on circulation numbers and activities throughout the year. Numerous books and DVDs were added in 2019. She said the library assists those seeking employment. They are currently working on Census activities.

***Broadway Plaza Annual Report***

Jessica Brucken discussed operating expenses. There were 144 events in 2019, with over 9400 in attendance. She applied for, and received, another grant for the movie series. Five hundred attended the Touch-A-Truck event, and she plans to offer this again.

**ACTION AGENDA** (*Action Expected*)

***Approval of January 15, 2020 Minutes***

Commissioner Wentz moved to approve the minutes from January 15, 2020. Commissioner Lambertz seconded. Motion carried.

***Approval of Appropriation Ordinance #2***

Commissioner Wentz moved to approve appropriation ordinance #2. Commissioner Lambertz seconded. Motion carried.

***Recreation Advisory Board Appointments***

Three of the four expiring members expressed interest to continue serving. Chris Huggans also put in an expression form. Chris Atkins recommended the appointment of all.

Commissioner Lambertz moved to reappoint Amy Applebee, Shirley LeDuc, and Jenny Acree, and to appoint Chris Huggans to the recreation advisory board. Commissioner Wentz seconded. Motion carried.

***726 E. 9th Street Demo Project***

The owner of the fire-damaged house has asked to be accepted into the program. The City is holding a percentage of the insurance proceeds, until the property is cleared or repaired. The owner obtained the necessary quotes for removal of the structure.

Commissioner Wentz moved to accept the application for the house at 726 E. 9th Street into the demo program, based on the lowest bid of \$3,100.00 from Jensen Ag Services. Commissioner Lambertz seconded. Motion carried.

**1st & Lincoln Bids for Construction of Turning Lane**

Two bidders responded to the request for bids:

Vogts Parga Construction LLC	\$152,462.80
Smoky Hill LLC	\$110,687.10
<b>Engineer's Estimate</b>	<b>\$254,564.00</b>

The project will widen the highway at 1st & Lincoln, allowing for a turning lane for northbound traffic. Cloud County Coop has pledged to fund 70% of the project.

Commissioner Lambertz moved to accept the bid from Smoky Hill, LLC, for \$110,687.10 for the 1st & Lincoln turning lane project. Commissioner Wentz seconded. Motion carried.

**Campbell & Johnson Supplemental Agreement for 1st & Lincoln Engineering**

The supplemental agreement adds to the current agreement, and includes soil and aggregate analysis of soil compaction.

Commissioner Lambertz moved to approve the mayor to sign the supplemental agreement from Campbell & Johnson in the amount of \$4,750.00 for the 1st & Lincoln turning lane project. Commissioner Wentz seconded. Motion carried.

**KDOT Contract for Engineering Services for South Hwy. 81**

In May, the City applied for a connecting link improvement for the southbound lane of Hwy. 81 at the south city limits. The project was awarded, and the City selected Campbell & Johnson Engineers for the project.

KDOT has allocated \$1,000,000 for engineering and construction. The City's share will be 10%, for a total project cost up to \$1,111,111. If the project runs over, the City assumes all remaining costs. The engineer's estimate is \$787,888.40.

Commissioner Wentz moved to approve the mayor to sign the contract for preliminary engineering design services between the city, KDOT and Campbell & Johnson Engineers. Commissioner Lambertz seconded. Motion carried.

**Approval of Dump Bed for Chevy One Ton Chassis**

The public works department recently purchased a new chassis, with plans to install the dump box from the old truck, and to sell the old chassis. The treatment plant needs a truck to haul the "cake" from the press with the new upgrades to the facility. Both departments have agreed to share the cost of a new dump box on the new chassis, and the treatment plant will begin using the old dump truck. The split will be \$2,600.00 from the street department equipment reserve, and \$8,000.00 from the wastewater department.

Commissioner Lambertz moved to approve the dump box purchase from Mid America Truck Equipment for \$10,600.00. Commissioner Wentz seconded. Motion carried.

**Resolution 2020-2095 and Commission Policy Statement 2020-1**

There was presented to the City Commission a Resolution setting a policy for utility bill accounts.

There was discussion on the policy, which would prohibit residents keeping the utility bill in the name of a deceased person, thereby making it impossible to collect on the account should it become delinquent. Commissioner Lambertz had questions, and it was decided to bring the item back at the next meeting for consideration.

Commissioner Lambertz moved to table Resolution 2020-2095. Commissioner Wentz seconded. Motion carried.

**Transfer of Former TIF Properties to the Land Bank**

The two properties at the south development are marketed for sale. As they are in the TIF district, and the district expires at the end of the year, it was decided to move them to the land bank for the purpose of exempting taxation while they remain unsold.

Commissioner Wentz moved to approve the transfer of the College Drive Park properties of Lot One, Block A and Lot Two, Block A, to the Concordia Land Bank. Commissioner Lambertz seconded. Motion carried.

**REPORTS**

**Manager's Report**

Amy Lange said signs have been ordered for the public parking on city-owned lots, based on the ordinance recently passed. She also discussed current State legislation of interest to the City.

**Staff Reports**

None.

**Mayor/Commissioner Comments & Reports**

Commissioner Wentz thanked Denise and Jessica for their reports earlier.

Commissioner Lambertz wondered about the possibility of regulating foster animals, since the breed-specific language was removed from the ordinance last year.

**EXECUTIVE SESSION**

**Confidential Business Data**

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange, Justin Ferrell, and Kim Reynolds in attendance, and to reconvene in the city commission chamber at 6:57 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:42 p.m.

The commission reconvened at 6:57 p.m.

**ADJOURN**

There being no further business, at 6:58 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith  
City Clerk