

# City Commission of Arkansas City Meeting Minutes

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The Arkansas City Board of City Commissioners met in regular session at 5:30 p.m. October 17, 2017, in the Commission Room at City Hall, 118 W. Central Ave., in Arkansas City.

Vice Mayor Karen Welch called the meeting to order. Those also present at roll call were Commissioners Duane L. Oestmann, Charles Tweedy III and Jay Warren. Mayor Dan Jurkovich was absent from this meeting.

City employees present at the meeting were City Manager Nick Hernandez, City Clerk Lesley Shook, Public Information Officer Andrew Lawson, Finance Director Kathy Cornwell, Public Works Director Eric Broce, Assistant Public Works Director Mike Crandall, Water Distribution and Collection Supervisor Anthony Butt, Fire Chief Bobby Wolfe, ACFD Capt. Chet Ranzau, Police Chief Dan Ward and Human Resources Manager Marla McFarland.

Citizens in attendance included Dr. Carson Abrams, of Cottonwood Animal Clinic; Kammy Downs, president and chief executive officer of the Arkansas City Area Chamber of Commerce; Kanyon Gingham; Chris Meinen, of Smith & Oakes; Cowley County Xchange correspondent Gabrielle Lenker; and Ark City Daily Bytes reporter Jeni McGee.

Commissioner Warren offered the opening prayer. Vice Mayor Welch led the pledge of allegiance.

## **Agenda Approval**

Commissioner Tweedy made a motion to approve the agenda as presented. Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor. Vice Mayor Welch declared the agenda approved.

## **Consent Agenda**

Commissioner Warren made a motion to approve the consent agenda as presented, including the following:

1. Approving the October 3, 2017, regular meeting minutes as written.
2. Resolution No. 2017-10-3132, scheduling a public meeting of the City Commission to attend a Public Building Commission meeting at 5:15 p.m. November 21, 2017, in the Commission Room at City Hall.
3. Ratifying Mayor Jurkovich's appointments of Jerry Campbell to the Retired Citizens Advisory Council and Arleta Rice to the Community Spirit Award Committee.
4. Approving a new cereal malt beverage license for Burger Junkie, located at 611 W. Madison Ave.
5. Resolution No. 2017-10-3133, authorizing Mayor Jurkovich to execute and submit Supplemental Agreement No. 1 to the Federal-Aid State-Wide Bridge Inspection Master Agreement to the Kansas Department of Transportation.

Commissioner Tweedy seconded the motion. A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the consent agenda approved.

## **New Business**

### **Administration/Inspection Services**

#### **Resolution No. 2017-10-3134**

City Clerk Shook presented for discussion a resolution authorizing the City to enter into a contract with Smith & Oakes, Inc. to provide construction administration and inspection services for the 15<sup>th</sup> Street paving project from Radio Lane to the City limits, as well as inspection services for the Water Treatment Facility waste line to the Wastewater Treatment Facility, for a total amount not to exceed \$38,600.00.

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Public Works Director Broce said the timing to combine the two inspection contracts was perfect because both projects will kick off October 30. He said neither project is overly technical in nature and this will reduce costs.

Commissioner Warren asked what the inspection services on 15<sup>th</sup> Street will entail and if they can be done in house. Broce said the technical oversight is needed because that road has no real base and it needs replaced.

Commissioner Warren made a motion to approve the resolution. Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor of the motion.

Vice Mayor Welch declared the motion approved and given Resolution No. 2017-10-3134.

## **Employee Benefits for 2018**

City Clerk Shook presented for discussion City employee benefits renewals for the 2018 plan year, including health insurance, dental insurance, Flexible Spending Account administration and life insurance renewals.

Human Resources Manager McFarland said there are no plan changes. Health insurance will rise about 9.9% with Blue Cross Blue Shield of Kansas (negotiated down from 11%). Other rate increases were negligible.

Vice Mayor Welch made a motion to approve the employee health insurance renewal for the 2018 plan year.

Commissioner Tweedy seconded the motion. A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved.

Commissioner Oestmann made a motion to approve the employee dental insurance renewal for the 2018 plan year. Commissioner Tweedy seconded the motion.

A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved.

Commissioner Tweedy made a motion to approve the employee Flexible Spending Account administration renewal for the 2018 plan year. Commissioner Warren seconded the motion.

A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved.

Vice Mayor Welch made a motion to approve the employee life insurance renewal for the 2018 plan year.

Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved.

## **Purchase of Portable Radios** **Resolution No. 2017-10-3135**

City Clerk Shook presented for discussion a resolution approving the purchase of five Motorola APX6000 portable radios, along with accompanying chargers, spare batteries and remote speaker microphones from First Wireless, for an amount not to exceed \$16,569.00.

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Fire Chief Wolfe said 10 radios have been replaced and these five would make for 15 new radios. The cost of these radios is less than what was budgeted thanks to the state contract and \$1,000 trade-in on current radios.

He hopes that in five years, each paid firefighter will have a new radio if the City continues with the current plan.

Wolfe explained the features of the new radios, and how much wear and tear is incurred by the high heat of fires.

Commissioner Warren made a motion to approve the resolution. Commissioner Tweedy seconded the motion.

A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved and given Resolution No. 2017-10-3135.

## **Vaccination of Dogs and Cats**

City Clerk Shook presented for discussion a first reading of an ordinance modifying Arkansas City Municipal Code Section 10-7, regarding the vaccination of dogs and cats.

City Manager Hernandez said the proposed ordinance would allow for three-year vaccinations of these animals, in addition to the current one-year vaccinations allowed by law. He would like input from local veterinarians.

Because City Attorney Tamara Niles was absent, he recommended tabling this ordinance until November 7.

Commissioner Oestmann made a motion to table the ordinance. Commissioner Tweedy seconded the motion.

A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the motion approved.

## **Land Bank Board of Trustees**

City Clerk Shook presented for discussion a first reading of an ordinance amending Arkansas City Municipal Code Chapter 2, Article III, Division 6 to create a new section, titled "Land Bank," and a resolution adopting bylaws for the City of Arkansas City Land Bank Board of Trustees and the Land Bank's policy directives.

City Manager Hernandez said these measures would bring the City's land bank code into compliance with state statutes on land banks. It also creates a Board of Trustees that could be either city commissioners or citizens.

Because City Attorney Niles was absent, he recommended tabling the ordinance and resolution until November 7.

Vice Mayor Welch made a motion to table the ordinance and resolution. Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor. Vice Mayor Welch declared the motion approved.

## **City Manager Updates**

City Manager Hernandez asked Water Distribution and Collection Supervisor Butt to update the commissioners on fire hydrants. He asked Butt to explain to commissioners how he prioritizes projects and his crew's work load.

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Butt said that when he started in March 2008, he was discouraged from working hard and/or proactively. He said his work ethic is more to always stay busy and look for ways to prevent problems from happening later.

He said that since he has taken over the crew, they have done more work than at any point in the last five years, including 22,500 linear feet of new water mains (not including 2.5 miles for the Brad Meek and Highland additions) and 50 new fire hydrants (not counting 25 new hydrants for the aforementioned neighborhoods).

They are so busy that there is a consistent backlog of work that needs to be done, so he must prioritize projects each week. Emergency infrastructure failures take top priority, followed by water main breaks and people without water. Fire hydrant issues are further down the list, unless they are in areas without other fire service.

In many cases, he explained, a hydrant may be out of commission, but other hydrants nearby can provide water.

Hernandez explained that delays sometimes are because the water crews must be the ones to encapsulate a new or repaired line, which means the street crews cannot come in and fix the road until that is done properly.

Commissioner Tweedy asked about the intersection of D Street and Linden Avenue. Butt said the concrete was improved from 4 inches thick to 6 inches, but additional downstream leaks have had to be fixed.

He said that intersection should be fully repaired by the end of the week. Clay content in the soil slowed it down.

Commissioner Tweedy asked about the schedule for exercising valves. Butt said they do that whenever they can.

Commissioner Warren asked about the recently discussed fire hydrant at Chestnut Avenue and Seventh Street.

Butt said it was being tested for ISO flow rates and broke during that testing. He said it was deprioritized for the time being due to Arkalalah, but it is on next week's schedule for replacement (requiring a 10-block shutdown).

Hernandez also reminded the commissioners that the Wilson Park train re-dedication ceremony and Arkalalah kickoff event will be October 24, followed by a free showing of "The Great Outdoors" at 7 p.m. at the rotunda.

Public Information Officer Lawson gave a Fall Cleanup Day report. 100-plus volunteers worked on 39 properties.

He also told the commissioners that the adoption of the City-owned parking lot at A Street and Central Avenue by the Friends of the Burford and the Arkansas City Convention and Visitors Bureau was expiring that very night.

## **Other Business**

Commissioner Warren reminded the commissioners that Cowley College's ACES program will have a pulled pork fundraiser dinner from 11 a.m. to 7 p.m. October 18 at the Wright Room. Both dine-in and carryout are offered.

## **Adjournment**

Commissioner Oestmann moved to adjourn the meeting. Commissioner Warren seconded the motion. A voice vote was unanimous in favor of the motion. Vice Mayor Welch declared the meeting adjourned at 6:44 p.m.

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THE ARKANSAS CITY  
BOARD OF CITY COMMISSIONERS

\_\_\_\_\_  
Karen Welch, Vice Mayor

ATTEST:

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Lesley Shook, City Clerk

Prepared by:

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Andrew Lawson, Public Information Officer