

City Commission of Arkansas City - Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at **5:30 p.m. Tuesday, September 4, 2018**, in the Commission Room at City Hall, located at 118 W. Central Ave.

Vice Mayor **Jay Warren** called the meeting to order. Commissioners also present at roll call were Commissioner **Kanyon Gingher**, Commissioner **Duane L. Oestmann** and Commissioner **Karen Welch**. Mayor **Dan Jurkovich** was absent.

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 **Mike Crandall**, Fire Chief **Bobby Wolfe**, Human Resources Manager **Marla McFarland**, Parks and Facilities Director **Tony Tapia**, and Ark City Police Department Capt. **Mark McCaslin**.

The Equal Opportunity and Accessibility Advisory Board was represented by board chair **Tammy Lanman-Henderson**. Mosaic in Winfield was represented by executive director **Jenny Foster-Farquhar** and independent contract program manager **Heather Goodman**. South Central Kansas Medical Center employees in attendance were interim chief executive officer **Jeff Bowman** and health information manager **Patricia McMains**. **Casey Tillman** represented SCKEDD.

Citizens in attendance included **John Allen Furrh**, **Christopher Gingher**, **Ken Harader**, **Vicki Jackson**, **Gareth McGee**, Ark City Daily Bytes reporter **Jeni McGee** and Cowley CourierTraveler reporter **John Shelman**.

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

Agenda Approval

Commissioner Oestmann made a motion to approve the agenda as presented. Commissioner Welch seconded the motion. A voice vote was unanimous in favor of the motion.

Vice Mayor Warren declared the agenda approved.

Awards and Proclamations

Vice Mayor Warren issued a proclamation that September 9-15, 2018, is **Direct Support Professionals Recognition Week** in Arkansas City. Jenny Foster-Farquhar, Heather Goodman and Tammy Lanman-Henderson received the proclamation on behalf of Mosaic in Winfield.

Comments from the Audience

Ken Harader, 1313 N. First St., addressed the commission about his curbside dumping complaint.

City Commission of Arkansas City - Regular Meeting Minutes

City Manager Hernandez said the Public Works Department is being reorganized, which will help to create more flexibility in addressing this issue. He said there could be some policy changes.

Vice Mayor Warren asked about roll-off dumpsters. Hernandez explained the challenges with them.

Consent Agenda

Commissioner Welch made a motion to approve the consent agenda, including the following:

1. Approving the **August 21, 2018**, regular meeting minutes as written.
2. Approving **Resolution No. 2018-09-3199**, authorizing the purchase of a 2018 Dodge Ram 1500 crew-cab pickup truck from Zeller Motor Company, of Arkansas City, for an amount not to exceed **\$22,000.00**.
3. Approving **Resolution No. 2018-09-3200**, authorizing a public meeting of the Governing Body to attend a Public Building Commission meeting at **5 p.m. September 18** at City Hall.

Commissioner Gingher seconded the motion. A voice vote was unanimous in favor of the motion.

Vice Mayor Warren declared the consent agenda approved.

New Business

Emergency Management SUV

City Clerk Shook presented for discussion a resolution authorizing the City to purchase a 2019 Jeep Cherokee Latitude 4x4 for the Neighborhood Services Division from Zeller Motor Company, of Arkansas City, for an amount not to exceed **\$22,200.00**.

City Manager Hernandez said Emergency Management Coordinator Bob Frazee uses the current vehicle frequently to inspect the City's levee system, which requires the use of four-wheel drive.

Public Works Director Crandall said the current vehicle has issues with its front suspension and tie rods. He said the vehicle makes a loud crunching sound when its four-wheel drive is engaged.

Vice Mayor Warren asked if the vehicle is used by the police anymore. Hernandez and Arkansas City Police Department Capt. McCaslin said it is not, although it once doubled as a DARE vehicle.

Commissioner Gingher questioned whether the vehicle needs replaced, given its moderate mileage. She asked that staff look into alternate options for repairing or rehabilitating the vehicle. Hernandez said he could have Parks and Facilities Director Tapia look into what might be wrong.

The commissioners asked for the item to be tabled until **Sept. 18** so maintenance can be explored.

City Commission of Arkansas City - Regular Meeting Minutes

Public Works Reorganization Ordinance No. 2018-09-4467

City Clerk Shook presented for discussion a first reading of an ordinance amending **Ordinance No. 2017-12-4447**, by fixing the compensation for updated City positions.

Human Resources Manager McFarland said the impending retirement of Public Services Superintendent Randy Jacobs opens the option for reorganization of the Public Works Department.

She said the Public Services Division will be divided into the Sanitation and Street & Stormwater divisions. Both divisions will be led by supervisors who report to Public Works Director Crandall.

Those positions likely will be filled by Sanitation Lead Trence Robinson and Public Services Supervisor Brian Edwards, respectively. Both men's current job titles/duties would be eliminated.

Additionally, nine Public Services Maintenance Worker positions would be transitioned into four Sanitation Driver and five Sanitation Collector positions. The driver positions will pay slightly more due to their increased responsibilities. Collectors will not be required to have commercial driver's licenses anymore. City Manager Hernandez said this will help address sanitation concerns.

The proposed ordinance eliminates the Parks and Facilities Supervisor position. It never was filled.

Vice Mayor Warren asked about adding a mechanic. Hernandez said it could be a costly venture.

Commissioner Oestmann made a motion to approve the ordinance. Commissioner Welch seconded the motion. A roll call vote was unanimous in favor of the motion.

Vice Mayor Warren declared the ordinance approved and given **Ordinance No. 2018-09-4467**.

Personnel Policy Update

City Clerk Shook presented for discussion a personnel policy update: **Compensation Plan (12.1)**.

Human Resources Manager McFarland said the revised policy clearly defines minimum, mid- and maximum pay ranges. It also addresses premium pay, compensatory time and callouts on holidays.

She explained why the Fire-EMS Department is exempt from most of these policy provisions. She also explained the proposed two-hour minimum for court pay and interpreter pay for police officers.

Commissioner Oestmann made a motion to approve the personnel policy update. Commissioner Welch seconded the motion. A voice vote was unanimous in favor of the motion. Vice Mayor Warren declared the motion approved.

City Commission of Arkansas City - Regular Meeting Minutes

Sleeth Addition Water Lines Resolution No. 2018-09-3201

City Clerk Shook presented for discussion a resolution authorizing the City to apply for a Community Development Block Grant (CDBG) to replace water lines in **Sleeth Addition**.

Public Works Director Crandall said the grant requires that the City have a Certified CDBG Administrator, which is Casey Tillman, of the South Central Kansas Economic Development District. He introduced Tillman, who gave a brief overview of the project and requested a hearing.

Vice Mayor Warren opened a public hearing. No one from the public spoke. He closed the hearing.

Tillman said the project will replace about 13,000 of degraded 4- and 8-inch water lines, 37 valves, and 24 outdated fire hydrants in Sleeth Addition. The total project cost will be \$990,890, but the CDBG grant request is for an amount not to exceed **\$562,000.00**, with the rest paid by the City.

Vice Mayor Warren asked where those funds would come from and City Manager Hernandez said the Water Fund. He projected about \$1 million worth of water lines will be replaced in 2019, and whatever isn't spent on this project will be applied to the Brad Meek and Highland neighborhoods.

Commissioner Oestmann asked for clarification. Hernandez said the City will spend all of the \$1 million on Brad Meek and Highland if this grant is not approved. If it is approved, whatever is left after the Sleeth Addition match will be applied to one phase of the Brad Meek Addition project.

Tillman said the grant is due at the end of the month. Awards will be announced in January 2019.

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

Vice Mayor Warren declared the resolution approved and given **Resolution No. 2018-09-3201**.

Certifying Legal Authority Resolution No. 2018-09-3202

City Clerk Shook presented for discussion a resolution certifying the legal authority to apply for the **2019 Kansas Small Cities CDBG Program** from the Kansas Department of Commerce, and authorizing Mayor Jurkovich to sign and submit such an application.

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

Vice Mayor Warren declared the resolution approved and given **Resolution No. 2018-09-3202**.

City Commission of Arkansas City - Regular Meeting Minutes

CDBG Operation/Maintenance **Resolution No. 2018-09-3203**

City Clerk Shook presented for discussion a resolution assuring the Kansas Department of Commerce that funds will be continually provided for **operation and maintenance** of improvements to the Ark City water system in Sleeth Addition to be financed with CDBG funds.

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

Vice Mayor Warren declared the resolution approved and given **Resolution No. 2018-09-3203**.

TA Hike-Bike Trail Extension **Resolution No. 2018-09-3204**

City Clerk Shook presented for discussion a resolution declaring the eligibility of the City to submit an application to the Kansas Department of Transportation (KDOT) for the use of Transportation Alternatives (TA) funds set forth by MAP-21 for the **Hike-Bike Trail Extension Project** and authorizing Mayor Jurkovich to sign the grant application.

Public Works Director Crandall said \$125 billion in total federal funding was made available for MAP-21. KDOT requires a minimum of a 20-percent local match for this fiscal year 2020 program.

City Manager Hernandez said the City has a unique opportunity to obtain as much as \$500,000 in funding from Westar Energy as part of its new substation and high transmission line project. In addition, Cowley College's pledge of \$87,000 as part of the Carver Park deal can be applied to this.

He said the estimate for the section of trail in this area is about \$538,000, including a Madison crossing. The transmission line project also requires moving or relocating a water line at KanPak.

Hernandez said there also is opportunity in the trails master plan to open up access to the eastern portions of the levee by constructing a pedestrian bridge over South Summit Street in this project.

The City's goal is to complete the existing hike-bike trail loop from Carver Park to the Dow Sports Complex by following the Mill Canal, going south on First Street and then Summit Street, and then proceeding west along Lincoln Avenue to Sixth Street. This will connect the main Cowley College campus to the Travis Hafner Training Center with a safe, lighted route for the entire distance.

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

Vice Mayor Warren declared the resolution approved and given **Resolution No. 2018-09-3204**.

City Commission of Arkansas City - Regular Meeting Minutes

LKM Conference Delegates

City Clerk Shook presented for discussion the selection of three voting delegates to the League of Kansas Municipalities' (LKM) annual conference and business meeting on **October 6-8** in Topeka.

Vice Mayor Warren said he will not be able to attend because that is the weekend of Burford Theatre Arts' Cabin Fever fundraiser, which he will be hosting. Commissioner Gingher also cannot attend that weekend. Commissioner Oestmann said he might be able to attend the LKM meeting.

Vice Mayor Warren made a motion to appoint **Mayor Jurkovich, Commissioner Oestmann** and **Commissioner Welch** as voting delegates. Commissioner Gingher seconded the motion.

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

City Manager Updates

City Manager Hernandez reminded commissioners that Health Care Sales Tax ballots are due back by **noon September 6** to the Cowley County Clerk's Office. He recommended hand delivery.

Hernandez also mentioned that he will be attending the National League of Cities Conference on **November 7-10** in Los Angeles and said any commissioners would be welcome to accompany him.

He mentioned the City is working to apply for a moderate-income housing grant for **\$400,000** for the Compass Point Addition, which will consist of 54 new family-sized units off Skyline Road.

Finally, Hernandez gave an overview of the ongoing improvements to the **Agri-Business Building**, including new ceilings in the entry area and restrooms, ADA improvements in the restrooms, new energy-efficient lighting and paneling, roof improvements, and new ceiling fans and heating units.

He said there were some decision points approaching regarding how much to spend on aesthetic improvements to the interior walls and ceiling, as well as whether to remove existing tennis courts.

The commissioners requested a study session at **noon September 20** at the building to discuss this.

Adjournment

Commissioner Oestmann made a motion to adjourn the meeting. Commissioner Welch seconded the motion. A voice vote was unanimous in favor of the motion.

Vice Mayor Warren declared the meeting adjourned at **6:56 p.m.**

City Commission of Arkansas City - Regular Meeting Minutes

THE CITY OF ARKANSAS CITY BOARD OF CITY COMMISSIONERS

Jay Warren, Vice Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer