

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, November 6, 2018**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

Mayor **Dan Jurkovich** called the meeting to order. Commissioners also present at roll call were Commissioners **Kanyon Gingher, Jay Warren** and **Karen Welch**. Commissioner **Duane L. Oestmann** was absent due to attending a national conference with City Manager **Nick Hernandez**.

City employees present at the meeting were City Attorney **Tamara Niles**, City Clerk **Lesley Shook**, Public Information Officer **Andrew Lawson**, Finance Director **Kathy Cornwell**, Public Works Director **Mike Crandall**, Environmental Services Superintendent **Rod Philo**, Fire Chief **Bobby Wolfe**, Ark City Fire-EMS Department Capt. **Paul Hunter**, ACFD Lt. **Justin Parks**, Police Chief **Dan Ward**, Human Resources Manager **Marla McFarland** and Principal Planner **Josh White**.

Citizens in attendance were **Gareth McGee** and Cowley CourierTraveler reporter **John Shelman**.

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

Agenda Approval

Commissioner Warren made a motion to approve the agenda as presented. Commissioner Welch seconded the motion.

A voice vote was unanimous in favor of the motion. Mayor Jurkovich declared the agenda approved.

Recognition of Visitors

Fire Chief Wolfe recognized two recently promoted Arkansas City Fire-EMS Department officers, **Capt. Paul Hunter** and **Lt. Justin Parks**. He noted both men have many impressive certifications.

Consent Agenda

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

1. Approving the **October 16, 2018**, regular meeting minutes as written.
2. Approving the **October 18, 2018**, special meeting minutes as written.

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

Mayor Jurkovich declared the consent agenda approved.

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Old Business

Zoning/Subdivision Regulations Ordinance No. 2018-11-4474

City Clerk Shook presented for discussion a second reading of an ordinance amending **Zoning Regulations** Article 2 (Definitions), Article 6 (Residential-Zoned Districts), Article 9 (Commercial-Zoned Districts) and Article 22 (Off-Street Parking), as well as **Subdivision Regulations** Article 11 (Lot Splits), and incorporating such regulations by reference in Arkansas City Municipal Code.

Principal Planner White reminded the commissioners that the Planning Commission unanimously recommended the changes on **September 11**. One minor typographical error will be corrected.

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

Mayor Jurkovich declared the ordinance approved and given **Ordinance No. 2018-11-4474**.

New Business

Horticulturalist and Custodian Ordinance No. 2018-11-4475

City Clerk Shook presented for discussion a first reading of an ordinance amending Ordinance No. 2017-12-4447, by removing the position of **Maintenance Custodian** and fixing the compensation for a modified City position of **Horticulturalist**, pursuant to the provision of K.S.A. 12-1001 *et seq.*

Human Resources Manager McFarland said the both positions were vacated this year, one due to retirement. A Temporary/Seasonal Horticulturalist has performed all custodial duties since then.

She said Parks and Facilities Director Tapia is confident one employee can handle both sets of tasks, although staff recommends raising the pay range from 12 to 13 for the redefined position. A Temporary/Seasonal Horticulturalist still will assist this person during the spring and summer.

Mayor Jurkovich made a motion to approve the ordinance. Commissioner Gingher seconded the motion. A roll call vote was unanimous in favor of the motion.

Mayor Jurkovich declared the ordinance approved and given **Ordinance No. 2018-11-4475**.

Employee Benefits for 2019

City Clerk Shook presented for discussion City employee benefits renewals for the 2019 plan year, including health, dental and life insurance, as well as Flexible Spending Account administration.

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Human Resources Manager McFarland said the main plan change is an increase in the employees' portion of the health insurance premiums. Health insurance will rise about 6% with Blue Cross Blue Shield of Kansas. Other rate increases were negligible and employee rates will remain the same.

Commissioner Welch made a motion to approve the employee **health insurance** renewal for the 2019 plan year. Commissioner Warren seconded the motion.

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

Commissioner Gingher made a motion to approve the employee **dental insurance** renewal for the 2019 plan year. Mayor Jurkovich seconded the motion.

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

Mayor Jurkovich made a motion to approve the employee **Flexible Spending Account administration** renewal for the 2019 plan year. Commissioner Gingher seconded the motion.

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

Commissioner Warren made a motion to approve the employee **life insurance** renewal for the 2019 plan year. Commissioner Welch seconded the motion.

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

McFarland invited all of the commissioners to attend open enrollment on **November 15** in the commission room to observe firsthand how the process works for City employees.

Crestwood Drive Bridge **Resolution No. 2018-11-3214**

City Clerk Shook presented for discussion a resolution certifying the City's Authority to Award Contract Commitment of City Funds to the Kansas Department of Transportation (KDOT) for construction, construction engineering and inspection services for the Crestwood Drive bridge replacement project, for an amount not to exceed **\$80,000.00**.

Public Works Director Crandall said this represents the City share of the project, with the remaining 80 percent coming from federal funds. This should be the last approval KDOT needs.

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

Mayor Jurkovich declared the resolution approved and given **Resolution No. 2018-11-3214**.

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Water Well No. 15

City Clerk Shook presented for discussion a resolution authorizing the City to enter into a contract with ASM Engineering Consultants, LLC, of Andover, for professional civil, structural, mechanical and electrical engineering design services for Well No. 15, for an amount not to exceed **\$26,500.00**.

Public Works Director Crandall said this is the second phase of the new offset and drilling project.

Commissioner Warren asked why the last new well house design could not be reused.

Environmental Services Superintendent Philo said the pump curves might change a little, but ASM would not stamp the plans developed previously by Professional Engineering Consultants (PEC).

Mayor Jurkovich questioned this and said he remembered PEC saying its well house design could be reused on subsequent well re-drilling projects. He asked why the engineer had to be changed.

Philo said Smith & Oakes prefers to use ASM, but he also could see if PEC is interested in bidding.

Commissioner Warren requested the item be tabled until the **November 20** meeting, and asked Crandall and Philo to go back and see if PEC is willing to submit a bid for these design services.

Fee/Franchise Study Session Resolution No. 2018-11-3215

City Clerk Shook presented for discussion a resolution authorizing a public meeting of the Governing Body to attend a study session in the city manager's office at City Hall, at **12 p.m. November 30, 2018**, to discuss the Comprehensive Fee Schedule and franchise agreements.

No one noted any conflicts. Commissioner Welch made a motion to approve the resolution.

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

Mayor Jurkovich declared the resolution approved and given **Resolution No. 2018-11-3215**.

City Manager Updates

Public Information Officer Lawson informed commissioners of three upcoming meetings in Ark City:

- The Cowley County Service Alliance meets at **5:30 p.m. November 8** at the Senior Center.
- RISE Cowley has its next coalition meeting at **10 a.m. November 13**, also at the Senior Center.
- The Cowley County Legislative Committee will meet at **noon November 13** at the Arkansas City Area Chamber of Commerce office, located at 106 S. Summit St. in downtown Ark City.

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Commissioner Gingher left the meeting in progress at **6:13 p.m.**

Lawson also reminded commissioners that City Hall would be closed **November 12** for Veterans Day.

Other Business

Public Information Officer Lawson reported on Fall Cleanup Day, which was held **October 6**. He said about 20 volunteers participated, including ACES students, People for People volunteers, two members of the Beautification and Tree Advisory Board, himself and Building Official Mike Bellis.

He showed a map of the areas affected and photos of volunteers in action. Most of the work consisted of picking up trash and cleaning up vegetation, as well as some trimming of tree branches.

Adjournment

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

Mayor Jurkovich declared the meeting adjourned at **6:23 p.m.**

**THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS**

Dan Jurkovich, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer