

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, April 6, 2021**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Ark City.

Mayor **Scott Rogers** called the meeting to order. Commissioners also present at roll call were Commissioners **Kanyon Gingham, Duane L. Oestmann, Jay Warren** and **Karen Welch**.

City employees present at the meeting were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Deputy City Clerk **Amanda Evinger**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall** and Building Official **Mike Bellis**.

Arkansas City Police Department personnel in attendance were Interim Police Chief **Eric Burr**, Master Police Officer **Kelsey Horinek**, Police Officers **Rick Bennett** and **Jeff Wilson**, Public Service Officer **Eric Gross**, and Administrative Assistant **Jeni McGee**.

Citizens in attendance or observing via GoToMeeting were **Paisley Howerton, Diane Sparks, Roger Sparks, Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

Commissioner Warren offered the opening prayer. Mayor Rogers led the Pledge of Allegiance.

Agenda Approval

At City Manager Frazer's request, Commissioner Welch made a motion to amend the agenda by adding the swearing in two new police officers as **Item 1** under **Recognition of Visitors** and a resolution scheduling a special study session on **April 23** as **Item 2** under **Other Business**.

Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor of the motion. Mayor Rogers declared the agenda **amended** as requested. Commissioner Oestmann then made a motion to approve the agenda as amended. Commissioner Welch seconded the motion. A voice vote was **unanimous** in favor. Mayor Rogers declared the agenda **approved** as amended.

Recognition of Visitors

Police Chief Burr introduced the newest members of the Arkansas City Police Department, **Rick Bennett** and **Jeff Wilson**, who then were administered their Oaths of Office by City Clerk Shook.

Awards and Proclamations

Mayor Rogers issued a proclamation that **April 6, 2021** is **Mayor's Monarch Pledge Day** and **April 5-9, 2021**, is **National Wildlife Week** in Arkansas City. **Paisley Howerton** (*participating remotely*) received a copy of the proclamation on behalf of the **Beautification and Tree Advisory Board**.

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Consent Agenda

Commissioner Oestmann made a motion to approve the consent agenda, consisting of:

1. Approving the **March 16, 2021**, regular meeting minutes as amended.
2. Approving **Resolution No. 2021-04-3394**, relocating a public meeting of the Governing Body at **noon Friday, April 16, 2021**, from the city manager's office at City Hall, 118 W. Central Ave., to the conference room at the Water Treatment Facility, 400 W. Madison Ave.

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

Mayor Rogers declared the consent agenda **approved** as presented.

New Business

City Insurance Renewal

Deputy City Clerk Evinger presented for discussion renewal of City insurance coverage for property, liability, vehicles, and equipment with EMC Insurance Companies and United Agency, Inc., for a total amount not to exceed **\$288,387.00**.

The City received a quote for comprehensive insurance coverage — excluding workers compensation insurance, which is provided by Kansas Municipal Insurance Trust — for the period of **April 1, 2021**, through **March 31, 2022**.

City Manager Frazer said the cost is up a little due mainly to some lawsuits that are being handled.

Commissioner Oestmann made a motion to approve EMC's proposed insurance coverage renewal.

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

Mayor Rogers declared the motion approved.

Tennis Interlocal Ordinance Ordinance No. 2021-04-4530

Deputy City Clerk Evinger presented for discussion the first reading of an ordinance authorizing the City — in conjunction with **USD 470, Cowley County Community College**, the **Arkansas City Recreation Commission** and the **Arkansas City Tennis Association** — to enter into an Interlocal Cooperation Agreement for the use and maintenance of **tennis courts** throughout Arkansas City.

City Manager Frazer said all of the other parties already have approved and signed the agreement.

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He said the City owns the Agri-Business Building and two outdoor tennis courts, while USD 470 owns 10 outdoor tennis courts. The agreement creates a formal structure for the use of the indoor tennis courts, as well as funds the regular maintenance and renovation of both the indoor tennis courts and all outdoor tennis courts. Frazer gave an overview of how the maintenance fund works.

Mayor Rogers made a motion to approve the ordinance as presented. Commissioner Ginger seconded the motion. A roll call vote was **unanimous** in favor of the motion. Mayor Rogers declared the ordinance **approved** and given **Ordinance No. 2021-04-4530**.

Wilson Park Farm/Art Market **Resolution No. 2021-04-3395**

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to accept a proposal from Recreation Resource, Inc., of Overland Park, to purchase a Poligon multi-rib pavilion for the **Arkansas City Farm and Art Market** as part of the Wilson Park Phase 1 Upgrades Project, for an amount not to exceed **\$169,470.00**.

City Manager Frazer said the City received a quote on **February 9** for a Poligon multi-rib pavilion that would be shipped in pieces and assembled on site by a contractor to form the new Arkansas City Farm and Art Market structure, south of the Wilson Park rotunda in the new parking lot.

Staff explored possible cost-cutting options, including shortening the building by 20 feet and adding guttering, but due to rapidly rising steel prices, these actually *increased* the building's cost. Thus, staff recommends accepting the original quote of **\$169,470.00**, which will expire on **April 10**.

The plans for the pavilion, parking lot and electrical improvements have been presented to the Cowley County Farm and Art Market board, which offered its enthusiastic support of this project.

Public Information Officer Lawson said the Arkansas City Farm and Art Market plans to begin its 2021 season in the park on **June 1**. Staff hopes for substantial completion by that date. Following the purchase of the pavilion, the City's next step will be to advertise a bid package for construction.

Commissioner Oestmann made a motion to approve the resolution as presented. Commissioner Warren seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-04-3395**.

Budgeted Pay Plan for 2021 **Ordinance No. 2021-04-4531**

Deputy City Clerk Evinger presented for discussion a first reading of an ordinance adopting the budgeted pay plan for **2021** and repealing **Ordinance No. 2020-10-4519**.

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City Manager Frazer explained that, due to the recent restructuring of the Human Resources Division, the pay ordinance needs to be amended to add a **“Human Resource Analyst”** to **Range 31**.

Commissioner Warren made a motion to approve the ordinance as presented. Commissioner Oestmann seconded the motion. A roll call vote was **unanimous** in favor of the motion. Mayor Rogers declared the ordinance **approved** and given **Ordinance No. 2021-04-4531**.

Strother Field Grant Authority **Resolution No. 2021-04-3396**

Deputy City Clerk Evinger presented for discussion a resolution authorizing and directing the Manager of **Strother Field Airport/Industrial Park** to execute **Airport Improvement Plan grant documents** and other instruments thereto on behalf of the City of Arkansas City and the City of Winfield, as the participants in an interlocal agreement for the management and operation of the Strother Field Airport/Industrial Park, by the power vested in it by **Article 12, Section 5** of the Constitution of the State of Kansas.

Commissioner Warren made a motion to approve the resolution as presented. Commissioner Gingher seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-04-3396**.

City Manager Updates

City Manager Frazer provided the commissioners with the following reminders and updates:

- Copies of the **Police Department’s annual report** were passed out to all commissioners.
- The next quarterly Traffic Safety Committee meeting is at **10 a.m. April 9** at the Water Treatment Facility, located at 400 W. Madison Ave. Face coverings will be required.
- City Manager Frazer and City staff will give a presentation about housing and the Housing Assessment Tool (HAT) at the Arkansas City Rotary Club meeting at **noon April 12**.
- The next RISE Cowley health coalition meeting will be at **10 a.m. April 13** via Zoom. (This is a quarterly coalition meeting that is open to all Pathways to a Healthy Kansas partners.)
- The Cowley County Legislative Committee will sponsor a legislative forum with legislators at **6 p.m. April 13** at the Baden Square Community Center, 700 Gary St., in Winfield.
- The next City Commission study session will be the budget retreat from **noon to 2 p.m. April 16** in the conference room at the Water Treatment Facility, 400 W. Madison Ave. Topics of discussion include the 2022 budget and 2022-2031 Capital Improvement Plan (CIP).
- Registration for the first-ever SCKMC Healing Hands Golf Tournament will begin at **8 a.m. April 17** at Great Life Golf & Fitness, located east of Arkansas City at 8731 U.S. 166.
- The annual Cowley County Bridal Fair will return from **10 a.m. to 2 p.m. April 18** at its new location at Burford Theatre Arts, located at 118 S. Summit St. in downtown Arkansas City.

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Frazer said construction has begun on the **Hillside Addition** piece of the water line replacement project. He also provided updates on the **downtown alley project** and **Paris Park Pool evaluation**.

Other Business

Strother Field Grant Authority Resolution No. 2021-04-3397

Mayor Rogers presented for discussion a resolution scheduling a public meeting of the Governing Body at **noon Friday, April 23, 2021**, in the city manager's office at City Hall, 118 W. Central Ave., Arkansas City, Kansas, for a special study session to discuss fleet management services.

Mayor Rogers made a motion to approve the resolution as presented. Commissioner Gingher seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-04-3397**.

Comments from the Audience

Roger Sparks, 6679 Harding Ave., addressed the commissioners regarding his concerns about the appearance of downtown Arkansas City, street sweeping and the repair of trash receptacles. He also thanked the commissioners for staying on top of the downtown alley project's progress.

Adjournment

Mayor Rogers made a motion to adjourn the meeting. Commissioner Warren seconded the motion.

A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the meeting adjourned at **6:09 p.m.**

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THE CITY OF ARKANSAS CITY BOARD OF CITY COMMISSIONERS

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer