

# 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 15, 2020**, in the Commission Room at City Hall, located at 118 W. Central Ave.

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

City employees present at the meeting were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, City Clerk **Lesley Shook**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall**, Finance Director **Kathy Cornwell**, Interim Fire Chief **Les Parks**, Police Chief **Dan Ward**, Public Services Superintendent **Tony Tapia** and Principal Planner **Josh White**.

Ranson Financial Group LLC was represented by Municipal Consultant **Rose Mary Saunders**.

Citizens in attendance included **Jim Sybrant, Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

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

## **Agenda Approval**

At City Manager Frazer's request, Commissioner Oestmann made a motion to amend the agenda by deleting **Item 2** under **Old Business**. Commissioner Ginger seconded the motion.

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

Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the agenda **approved** as amended.

## **Awards and Proclamations**

Mayor Welch issued a proclamation that **Sunday, October 4, 2020**, is **National Fallen Firefighters Memorial Day** and **October 4-10, 2020**, is **Fire Prevention Week** in Arkansas City.

Fire Chief Parks received the proclamation on behalf of the **Arkansas City Fire-EMS Department**.

Mayor Welch also issued a proclamation that **October 2020** is **Community Planning Month** and **Monday, October 5, 2020**, is **World Habitat Day** in Arkansas City.

Principal Planner White received the proclamation on behalf of the **Arkansas City Planning Commission and Board of Zoning Appeals** and the City's **Neighborhood Services Division**.



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## Recognition of Visitors

**Harrison Taylor**, 525 N. Fourth St., addressed the commissioners about speeding on residential streets, particularly the north-south streets in his neighborhood such as Eighth and Fourth streets.

Police Chief Ward explained the police department's enforcement patterns. The commissioners referred Taylor to the next quarterly **Traffic Safety Committee** meeting, which will be **October 9**.

## Consent Agenda

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

1. Approving the **September 1, 2020**, regular meeting minutes as written.
2. Approving **Resolution No. 2020-09-3352**, authorizing a public meeting of the Governing Body to attend a special **City Commission** meeting at **5:30 p.m. Tuesday, September 22, 2020**, in the Commission Room at City Hall, located at 118 W. Central Ave. in Arkansas City.

Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the consent agenda **approved** as presented.

## Old Business

### SCKMC Board of Trustees Charter Ordinance No. 35

Mayor Welch presented for discussion a second reading of a charter ordinance amending provisions of **Charter Ordinances 7, 12, 15, 21, 24** and **34** regarding the City-owned medical center, providing substitute and additional provisions, and modifying Municipal Code.

Commissioner Oestmann made a motion to approve the charter ordinance as presented. Commissioner Rogers seconded the motion. A roll call vote was **unanimous** in favor of the motion.

Mayor Welch declared the motion **approved** and given **Charter Ordinance No. 35**.

### Interlocal Agreement Ordinance Ordinance No. 2020-09-4516

Mayor Welch presented for discussion a second reading of an ordinance approving the form of and authorizing the execution of an **Interlocal Cooperation Agreement** respecting the financing of the acquisition of real property located at **22829 Smyer St. in Strother Field Industrial Park**.



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**Jim Sybrant**, 1816 E. Chestnut Ave., again objected to the Interlocal Cooperation Agreement, which could result in limited financial liability for the City, and the original purchase of the building via Strother Field's right of first refusal, which he said scuttled his and another firm's planned project.

Commissioner Warren said Strother Field is self-sufficient and has sufficient funds in reserve to cover the bonds, so in his opinion, there is no real financial risk to either Arkansas City or Winfield.

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

Mayor Welch declared the motion **approved** and given **Ordinance No. 2020-09-4516**.

### **New Business**

#### **CDBG Certified Administrator** **Resolution No. 2020-09-3353**

City Clerk Shook presented for discussion a resolution authorizing the City to enter into a Community Development Block Grant (CDBG) **Certified Administrator** contract with Ranson Financial Group LLC, of Wichita, regarding the administration of the **North Summit Street Resurfacing Project**, for an amount not to exceed **\$24,500.00**.

A request for proposals was mailed out to all **17** CDBG Certified Administrators in CDBG Region 5, which includes Cowley County, as is required by the CDBG program. **Four** proposals were received, with the Ranson Financial proposal recommended by staff based on the selection criteria.

Public Information Officer Lawson said this is a contingent contract that will be included as part of the CDBG application. Ranson also will help to prepare the application, at an included cost of **\$5,000.00**. If a CDBG grant is not awarded to the City, he said, only this **\$5,000** fee will be paid.

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

Mayor Welch declared the motion **approved** and given **Resolution No. 2020-09-3353**.

#### **CDBG Public Hearing Notice** **Resolution No. 2020-09-3354**

City Clerk Shook presented for discussion a resolution approving the notice of public hearing for publication and setting the date for a public hearing at **5:30 p.m. Tuesday, October 6, 2020**, in the Commission Room at City Hall to consider an application to be submitted to the Kansas Department of Commerce for Small Cities **Community Development Block Grant** (CDBG) funds.



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

Mayor Welch declared the motion **approved** and given **Resolution No. 2020-09-3354**.

## Select LKM Delegates

City Clerk Shook presented for discussion the selection of three voting delegates to the **League of Kansas Municipalities'** (LKM) annual conference and virtual business meeting on **October 14-16**.

Mayor Welch made a motion to appoint **Commissioner Gingher, Commissioner Oestmann** and **Commissioner Rogers** as the voting delegates, with **Commissioner Warren, Mayor Welch** and **City Manager Frazer** serving as the alternates. Commissioner Warren seconded the motion.

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

## City Manager Updates

City Manager Frazer said Finance Director Cornwell has announced her intent to retire, effective **October 9**. Mayor Welch thanked Cornwell for all of her service to the City these past nine years.

Frazer also provided the commissioners with the following reminders and updates:

- A new **Tacolalah Executive Committee** has been formed, with representatives from five different City advisory boards. Its first meeting will be held at **noon September 17** at the Water Treatment Facility. There is one at-large seat available that will be appointed by the other six members. Interested persons should apply in the City Clerk's Office at City Hall.
- **Cowley's Outdoor Market** returns to Wilson Park from **9 a.m. to 6 p.m. September 19**.
- The 14<sup>th</sup> annual **Sgt. Jerry Mills Jr. Fishing Derby** will be held from **9 a.m. to noon September 19** at Veterans Memorial Lake. (*This popular kids' event was postponed from 2019 due to flooding and pushed back three more months this year due to the pandemic.*)
- The **City Commission** will have a special meeting at **5:30 p.m. September 22** in the Commission Room at City Hall to take final action on the Series 2020 Refinancing Bonds.
- The final meeting of the **Arkansas City Area Complete Count Committee** will be at **noon September 24** at the Water Treatment Facility. (**NOTE: This meeting later was canceled.**)
- The Arkansas City Area Chamber of Commerce will be host to a dedication and ribbon-cutting ceremony for the **Jean Snell Catering Kitchen** at **6 p.m. September 24** at the Burford Theatre, located at 116 S. Summit St. (*The late Snell was a city commissioner in 2009-2015.*)
- There will be a **free car seat check lane event** from **9 to 11 a.m. September 26** at Wilson Park. It is sponsored by Safe Kids Cowley County and the Optimists, who'll cook hot dogs.
- The next City Commission study session is at **noon October 2** in the Commission Room.



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- Fall Cleanup Day was tentatively set for **9 a.m. to noon October 3**, but Frazer said it will be pushed back a couple of weeks now that the **Arkalalah Festival** has been **canceled** for **2020**.
- Citywide Pickup Week was tentatively scheduled for **October 5-9**, in conjunction with regular trash pickup, but Frazer said it also would be pushed back a couple of weeks.

### Other Business

Public Information Officer Lawson asked the commissioners if there were any objections to the City filing a **Kansas Department of Transportation Cost Share** application for the North Summit Street Resurfacing Project, for the same amount as the CDBG application. If funds are received, they would be used as local match for the CDBG grant, he explained. The commissioners assented.

### Adjournment

Commissioner Warren made a motion to adjourn the meeting. Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Welch declared the meeting adjourned at **6:26 p.m.**

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

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Karen Welch, Mayor

**ATTEST:**

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Lesley Shook, City Clerk

**Prepared by:**

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Andrew Lawson, Public Information Officer