

City Commission of Arkansas City – Regular Meeting Minutes

The Arkansas City Board of City Commissioners met in regular session at 5:30 p.m. January 8, 2018, in the Commission Room at City Hall, 118 W. Central Ave., in Arkansas City.

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

City employees present at the meeting were City Manager Nick Hernandez, City Attorney Tamara Niles, City Clerk Lesley Shook, Public Information Officer Andrew Lawson, Finance Director Kathy Cornwell, Public Works Director Eric Broce, Assistant Public Works Director Mike Crandall, Fire Chief Bobby Wolfe, Human Resources Manager Marla McFarland and Building Official Mike Bellis.

Citizens in attendance included Brittany Carder, Brandon Every, Commissioner-elect Kanyon Gingher, Christopher Gingher, Mitchell Gingher, Robin Henderson, Vicki Jackson, Mell Kuhn, Gareth McGee, Sandy Randel, Bob Scott, Mel and Dotty Smith, Ark City Daily Bytes reporter Jeni McGee, and Cowley CourierTraveler photographer Donita Clausen.

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

Agenda Approval

At City Manager Hernandez's request, Mayor Jurkovich made a motion to approve the agenda with the Consent Agenda and Old Business moved to after the sine die adjournment of the commission.

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

Mayor Jurkovich declared the agenda amended and approved.

Commission Transition

Mayor Jurkovich presented Commissioner Tweedy with a certificate honoring his years of service.

Commissioner Tweedy stepped down from the dais. Commissioner Oestmann made a motion to adjourn the current commission sine die. Commissioner Warren seconded the motion.

A voice vote was unanimous in favor of the motion. Mayor Jurkovich declared the current commission adjourned sine die.

City Clerk Shook administered the Oath of Office to Commissioners Gingher, Warren and Welch.

Mayor Dan Jurkovich called the meeting back to order. Commissioners also present at the new roll call were Commissioners Kanyon Gingher, Duane L. Oestmann, Jay Warren and Karen Welch.

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Consent Agenda

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

1. Approving the December 19, 2017, regular meeting minutes as written.
2. Approving **Resolution No. 2018-01-3149**, scheduling a public meeting of the Governing Body at noon Friday, January 19 in the City Manager’s Office at City Hall for a study session.

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

Mayor Jurkovich declared the consent agenda approved.

Old Business

Building Regulations

City Clerk Shook presented for discussion a third reading of an ordinance modifying Municipal Code Part II, Chapter 14, concerning buildings and building regulations.

Public Information Officer Lawson said this ordinance amends roughly the first two-thirds of Chapter 14, with a second ordinance forthcoming from City Attorney Niles set to amend the rest.

The proposed changes require each trade to pull its own permits, rather than allowing a single “contractor of responsibility” to pull all permits on a project; require annual maintenance and testing of all backflow prevention devices on lawn irrigation systems by a certified and licensed contractor; loosen three restrictions in the National Electrical Code; and update division references.

Niles hopes to have a first reading of the second ordinance on February 6. Mayor Jurkovich made a motion to table this ordinance for a fourth reading. Commissioner Warren seconded the motion.

A voice vote resulted in three aye votes and two nay votes, with Commissioners Oestmann and Welch dissenting. Mayor Jurkovich declared the ordinance tabled until the January 16 meeting.

New Business

New Vice Mayor

City Clerk Shook presented for discussion annual reorganization item No. 1, vice mayor selection.

Mayor Jurkovich made a motion to appoint Commissioner Warren as vice mayor. Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor of the motion.

Mayor Jurkovich declared the motion approved and congratulated Vice Mayor Warren.

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Strother Field Commission

City Clerk Shook presented for discussion annual reorganization item No. 2, the appointment of three voting ex officio representatives to the Strother Field Commission.

Mayor Jurkovich made a motion to reappoint Commissioners Oestmann, Warren and Welch as Arkansas City's representatives to the Strother Field Commission, with himself and Commissioner Gingher serving as alternates. Commissioner Oestmann seconded the motion.

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

Convention and Visitors Bureau Board of Directors

City Clerk Shook presented for discussion annual reorganization item No. 3, the appointment of a voting representative to the Arkansas City Convention and Visitors Bureau Board of Directors.

Mayor Jurkovich made a motion to appoint himself to the CVB Board of Directors, replacing former Commissioner Tweedy. Commissioner Warren seconded the motion.

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

South Central Kansas Medical Center Board of Trustees

City Clerk Shook presented for discussion annual reorganization item No. 4, the appointment of a nonvoting ex officio representative to the South Central Kansas Medical Center Board of Trustees.

Commissioner Warren made a motion to appoint Commissioner Gingher to the SCKMC Board of Trustees, replacing Mayor Jurkovich. Mayor Jurkovich seconded the motion.

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

Cowley First

City Clerk Shook presented for discussion annual reorganization item No. 5, the appointment of a nonvoting ex officio representative to the Cowley County Economic Development Partnership.

Commissioner Warren made a motion to reappoint Mayor Jurkovich to the Cowley First coordinating council, with Commissioner Oestmann serving as an alternate.

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

Mayor Jurkovich declared the motion approved.

Arkansas City Public Library Board of Trustees

City Clerk Shook presented for discussion annual reorganization item No. 6, the appointment of a voting ex officio representative to the Arkansas City Public Library Board of Trustees.

Mayor Jurkovich made a motion to appoint Commissioner Warren to the ACPL Board of Trustees, with Commissioner Oestmann serving as an alternate.

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

(This action was reversed later, with Commissioner Warren replaced by Commissioner Oestmann.)

Traffic Safety Committee

City Clerk Shook presented for discussion annual reorganization item No. 7, the appointment of a voting ex officio representative to the Arkansas City Traffic Safety Committee.

Mayor Jurkovich made a motion to reappoint Commissioner Welch to the Traffic Safety Committee. Commissioner Gingher seconded the motion.

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

Cherokee Strip Land Rush Museum Board of Directors

City Clerk Shook presented for discussion annual reorganization item No. 8, the appointment of a nonvoting ex officio representative to the Cherokee Strip Land Rush Museum Board of Directors.

Commissioner Gingher already is a voting member of this board and cannot also be ex officio.

Mayor Jurkovich made a motion to reappoint Commissioner Warren to the museum board of directors and appoint Commissioner Oestmann to replace Commissioner Warren on the Arkansas City Public Library Board of Trustees. Commissioner Welch seconded the motion.

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

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Official City Newspaper

City Clerk Shook presented for discussion annual reorganization item No. 9, the designation of the official City newspaper for the publication of various legal notices as required by Kansas statute.

Mayor Jurkovich made a motion to designate The Cowley CourierTraveler as the City's official newspaper. Commissioner Oestmann seconded the motion.

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

Official City Depositories

City Clerk Shook presented for discussion annual reorganization item No. 10, the designation of official City depositories.

Commissioner Welch made a motion to designate RCB Bank as the City's primary depository for banking services, with Community National Bank & Trust, The Stock Exchange Bank and Union State Bank as potential depositories. Commissioner Gingher seconded the motion.

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

Personnel Policy Updates

City Clerk Shook presented for discussion five personnel policy updates — Job Descriptions, Attendance, Motor Vehicle Operation, Commercial Driver's License and Disciplinary Action Tools.

Human Resources Manager McFarland said the first policy is brand-new and spells out the purpose of job descriptions. The attendance policy has been changed to allow notification of absence by text.

The policy also requires employees to notify supervisors of absences at least 30 minutes prior to work.

Some minor changes were made to the motor vehicle and driver's license policies regarding vehicle housekeeping, motor vehicle records searches, and failure to maintain a driver's license.

Some flexibility was added to the commercial driver's license policy in case a license cannot be obtained within 60 days of hiring, for whatever reason. Commissioner Warren asked which vehicles require a CDL. McFarland said anything larger than a pickup truck. The last policy has no changes.

Commissioner Oestmann made a motion to approve the personnel policy updates. Commissioner Welch seconded the motion.

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

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Mayor's Board Appointments

City Clerk Shook presented for discussion Mayor Jurkovich's appointments to the Beautification and Tree Advisory Board. The Board now has two vacancies, but can have up to five new members.

Mayor Jurkovich said he would like to appoint all four applicants — Robin Henderson, Paisley Howerton, Brooke Padgett and Jessica Taylor — to the Board. Commissioner Oestmann made a motion to ratify all four board appointments. Commissioner Welch seconded the motion.

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

City Manager Updates

City Manager Hernandez presented three different options for reconstructing the intersection of Fourth Street and Washington Avenue. They are:

1. Concrete interior with brick crosswalks and new handicapped ramps — cost of \$51,611.00;
2. Replace entire intersection/crosswalks with brick pavers atop 6-inch concrete — \$63,070.00;
3. Replace entire intersection (interior and crosswalks) with stamped concrete — \$93,000.00.

Hernandez said he and Mayor Jurkovich visited the site recently. His recommendation is that if Option 1 is to become the new City standard, then that should be the one the commission selects.

However, if that will not be the case, then he recommended Option 2 in order to match all other brick streets, despite the higher cost. That was his official recommendation to the commissioners.

Commissioner Oestmann made a motion to select Option 2, for a cost not to exceed \$63,070.00, with the funds to come from the Water Fund as part of the new Water Treatment Facility project.

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

Mayor Jurkovich declared the motion approved. Public Works Director Broce said City crews eventually can tear out the small section of concrete to the north and replace it with bricks, as well.

Hernandez said January 24 is Local Government Day in Topeka. He invited the commissioners to accompany him there and said his daughter will be featured as a statewide essay contest winner.

Adjournment

Commissioner Welch moved to adjourn the meeting. Commissioner Oestmann seconded the motion. A voice vote was unanimous in favor of the motion. Mayor Jurkovich declared the meeting adjourned at 6:22 p.m.

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THE ARKANSAS CITY BOARD OF CITY COMMISSIONERS

Dan Jurkovich, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer