



Routine Business

1. Opening Prayer led by Principal Planner Josh White and Pledge of Allegiance led by Mayor Warren.
2. Roll Call

PRESENT

Commissioner Chad Beeson
Commissioner Diana Spielman
Commissioner Tad Stover
Commissioner Charles Tweedy
Mayor Jay Warren

ABSENT

None

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Assistant Environmental Services Superintendent Kyle Blubaugh Interim Assistant Fire/EMS Chief Patrick Ramirez, Firefighter-EMT Isaac 'Ike' Hobbs, Firefighter-EMT Patrick Rodke, Firefighter-Paramedic Brandy Rice, Firefighter Engineer-EMT Logon French, Fire Marshall Chet Ranzau, Interim Police Chief Jim Holloway, Police Officers Lt. Corey Combs and Sgt. Detective Kelsey Horinek, Principal Planner Josh White, and Public Services Superintendent Tony Tapia.

3. There were no additions or deletions.
4. Approval of the Agenda

Motion made by Commissioner Tweedy, Seconded by Commissioner Stover to approve the agenda.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

Awards and Proclamations

1. Proclaim March 2024 as Intellectual and Developmental Disabilities Awareness Month in Arkansas City as read by Mayor Warren.
2. Proclaim March 17-23, 2024 as Severe Weather Awareness Week in Arkansas City as presented by Mayor Warren.

Recognition of Visitors/Staff

1. Presentation of the Life Saving "Heart of Kindness" Award by Children's Mercy, to Arkansas City Police Officers Lt. Corey Combs and Sgt. Detective Kelsey Horinek, Firefighter-EMT Isaac 'Ike' Hobbs, Firefighter-Paramedic Brandy Rice, Firefighter-EMT Patrick Rodke, Engineer-EMT Logon French, and Fire Marshall Chet Ranzau for their life saving efforts. VFW Post 1254 announced Arkansas City Police Officer Dylan Hettenbach of the Arkansas City Police Department as the recipient of the annual VFW Post Officer of the Year Award. VFW Charlie Cravens presented the award in recognition of Officer Hettenbach's outstanding public safety contributions.

Assistant Director of Critical Care Transport Heather Scutron and Transport Outreach and EMS Education Coordinator Sarah Hales, gave brief background of the life save event that took place during the January 10, 2024, that remarkably resulted in the 14-year old patient walking out of the Childrens Mercy Hospital just a week later. Each staff member involved in the response was presented with an award. Scutron further recognized the South Central Kansas Medical Center team for their efforts as well.

Consent Agenda

Note: All matters listed below on the Consent Agenda are considered under one motion and enacted by one motion. There should be no separate discussion. If such discussion is desired, any item may be removed from the Consent Agenda and then considered separately under Section VI: New Business.

1. Approve the February 6, 2024, regular meeting minutes as written.
2. Ratify Mayor Jay Warren’s appointment of Brad Bryant to the South Central Kansas Medical Center (SCKMC) Board of Trustees.
3. Ratify Mayor Jay Warren’s re-appointment of JoAnn Bierle to the Community Spirit Award Committee and Equal Opportunity & Accessibility Advisory Board.
4. End-date extension request for Community Development Block Grant (CDBG) Program Home Rehabilitation Grant. Currently, the grant is scheduled to expire on March 14, 2024. We are seeking an extension of the award date to July 14, 2024.

Motion made by Commissioner Spielman, Seconded by Commissioner Stover to approve the consent agenda as written.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

New Business

City Clerk Parsons offered the following items for consideration:

City Manager Department

1. A Resolution authorizing an agreement with Professional Engineering Consultants (PEC), to provide a housing master plan and related services for a 101 acre tract owned by the City, for an amount not to exceed \$28,550.00.

Principal Planner White explained that the staff did reach out to PEC who advised the city of what needs to happen for this planning phase. PEC Representative Lance Onstott spoke of their offering for an in-depth discovery phase of the developmental project which involves review of the full site, evaluations of streets and traffic studies, while also taking into consideration surrounding constraints and land uses. PEC will offer their team’s subject matter expertise, encompassing multiple engineers throughout the large-scale developmental process.

Motion made by Commissioner Beeson, Seconded by Commissioner Stover to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-02-3599**.*

2. A Resolution amending Resolution No. 2021-12-3452, concerning the composition of the Northwest Community Center (NWCC) Advisory Board.

City Clerk Parsons spoke of the need for the board to move back to a five-member board from a three-member board, as temporary established by Resolution 2021-12-3452, in order for the board to better meet the quorum requirements should schedule conflicts arise.

Motion made by Commission Spielman to amend the Resolution No. 2021-12-3452, concerning the composition of the Northwest Community Center (NWCC) Advisory Board, to be five people. Seconded by Commissioner Beeson.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-02-3600**.*

Environmental Services Department

1. Select one voting delegate and one alternate to attend the 2024 Kansas Rural Water Association annual business meeting to be held Thursday, March 28, 2024.

Assistant Environmental Services Superintendent Kyle Blubaugh elected to nominate himself as voting delegate and Water Treatment Facility Operator Mick David as alternate.

Motion made by Commissioner Beeson, Seconded by Commissioner Stover to select one voting delegate and one alternate to attend the 2024 Kansas Rural Water Association annual business meeting to be held Thursday, March 28, 2024, Kyle and Mick to be delegates.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

Public Services Department

1. A Resolution authorizing the City of Arkansas City to accept a bid submitted by Keeler Equipment to purchase a 83" X 16' Sanitation Dump Trailer, for an amount not to exceed \$12,250.00.

Public Services Superintendent Tapia mentioned that there is a need for an additional dump trailer because residents often rent the one they have and staff would get use of an additional second trailer. Issues can arise when the dump trailer is rented and staff or another renter would like to use. The city currently offers the sanitation dump trailer rental at \$125.00 for three days which is a better price than renting elsewhere and accounts for why it is so popular.

Motion made by Mayor Warren, Seconded by Commissioner Spielman to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; **given Resolution No. 2024-02-3601**.*

Comments from the Audience for Items not on the Agenda

City resident Linda Stanley of 1221 N 14th St. spoke of concerns for the city streets. She would like to see improvements made and with the use asphalt or a material that will last over the years.

City Manager Updates & Reminders

City Manager Frazer provided the following reminders and updates before the commission.

1. January 2024 Financial Summary is located at the back of the packet.
2. Auditors will be at the City Thursday, April 22nd.
3. Mayor Warren and City Manager Frazer will attend the Associated General Contractors of America of Kansas, Inc. award ceremony in Wichita on February 23rd. The City is up for an award for the Water Treatment Plant Project.

4. South Central Kansas Health Foundation (Hospital) Gala is March 2, 2024, the city has a table reserved for commissioners who would like to attend.
5. March 13th City Attorney Schwartz and City Manager Frazer will meet with the attorney who work on the Every Rate Case concerning street light costs.
6. Updates on current city projects, handout provided to commission, some items include:
 - Water well 16
 - Goff Tower design rehabilitation in review
 - Updates on work order based on KDHE provisions on have submitted an SRF loan
 - Water treatment plan expansion includes an additional green filter
 - Flood Plan regulations, Principal Planner White to meet with JEO consulting on level recertification
 - Central Trail Transportation working on an alternate grant
7. City Manger Frazer and Municipal Project Manager Rizzio met with the Cowley County Clerk about possible election date for a half-cent sales tax to work on the street improvement projects.

Adjournment

Motion made by Commissioner Spielman, seconded by Commissioner Beeson to adjourn the meeting.

The voice vote was unanimous in favor of the motion. Mayor Warren declared the meeting adjourned.

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

(Seal)

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk