



# City of Arkansas City

## CITY COMMISSION MEETING MINUTES

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Tuesday, November 15, 2022 at 5:30 PM – 118 W Central Ave, Arkansas City, KS

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### **Routine Business**

1. Roll Call

**PRESENT**

Commissioner Charles Jennings  
Commissioner Diana Spielman  
Commissioner Jay Warren  
Mayor Kanyon Ginger

**ABSENT**

Commissioner Scott Rogers

Also present: City Manager Randy Frazer, City Attorney Larry Schwartz, Police Chief Eric Burr, Fire Chief Chris Ledeker, City Clerk Lesley Shook, Deputy City Clerk Tiffany Parsons, Public Services Superintendent Tony Tapia, Communications Director Shana Adkisson, Human Resources Director Marla McFarland, Building Official Mike Bellis.

2. The Opening Prayer was led by Commissioner Jennings and the Pledge of Allegiance was led by Jensen Yzquierdo.

3. Additions or Deletions

- Commissioner Spielman requested to add an *executive session to discuss staff pursuant to K.S.A. 75-4319(b)(1) personnel matters of nonelected personnel to include the fire chief, EMS director, and lawyer.*

*Motion made by Commissioner Spielman, Seconded by Commissioner Warren to amend the agenda.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Ginger. Mayor Ginger declared the motion approved.*

4. Approval of the Agenda

*Motion made by Commissioner Jennings, Seconded by Commissioner Spielman to approve the agenda as amended.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Ginger. Mayor Ginger declared the motion approved.*

### **Awards and Proclamations**

1. The Lifesaving award was presented to Mike Yzquierdo, Cori Tuxhorn and Travis Stroud from Arkansas City Police Department and Dan Dedrick, Lt. Joshua Bowker, Will Hankins AEMT from the Arkansas City Fire Department.

## 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 VII: New Business.*

*Motion made by Commissioner Warren, Seconded by Commissioner Jennings to approve the consent agenda.*

1. Approve the November 1 2022, regular meeting minutes as written.

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

## New Business

### Ordinances for Consideration

1. City Clerk shook presented for consideration first reading of an Ordinance adopting the budgeted pay plan to become effective November 19, 2022. Human Resources Director McFarland discussed the changes which consist of creating a Firefighter/Paramedic Part Time position and Removing Paramedic Full Time position.

*Motion made by Commissioner Warren, Seconded by Commissioner Spielman to approve the Ordinance adopting the budgeted pay plan to become effective November 19, 2022.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved and given **Ordinance No. 2022-11-4568.***

### Resolutions for Consideration

1. City Clerk Shook presented for consideration a Resolution authorizing the City of Arkansas City to execute a renewed professional services agreement with Larry R. Schwartz as city attorney. City Manager Frazer stated the terms of the contract are the same terms as in past but with of \$70.00 per month addition. The contract will be effective January 1, 2023.

*Motion made by Commissioner Spielman, Seconded by Commissioner Warren to table until the next commission meeting.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

2. City Clerk Shook presented for consideration a Resolution authorizing the City of Arkansas City to enter into a Memorandum of Understanding (MOU) with Kaw Nation, to provide mutual aid to each other in an event of an emergency within each other's range of resource capabilities including fire and EMS apparatus, equipment, and manpower, as requested and available. Fire Chief Ledeker stated Kaw Nation reached out to the city to participate. He noted it's always good to have resources close by that are available to help in an emergency situation.

*Motion made by Commissioner Spielman, Seconded by Commissioner Warren to approve the Resolution authorizing the City of Arkansas City to enter into a Memorandum of Understanding (MOU) with Kaw Nation, to provide mutual aid to each other in an event of an emergency within each other's range of resource capabilities including fire and EMS apparatus, equipment, and manpower, as requested and available .*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved and given **Resolution No. 2022-11-3510.***

#### Other Items for Consideration

1. City Clerk Shook presented for approval the Employee dental insurance for 2023 plan year. Human Resources Director McFarland stated the dental plan is self-funded and will only increase .10 cents per member.

*Motion made by Commissioner Warren, Seconded by Commissioner Rogers to approve the Employee dental Insurance for 2023 plan year.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

3. City Clerk Shook presented for approval the Employee health insurance for 2023 plan year. Human Resources Director McFarland stated 5% was budgeted for health insurance for 2023, but renewals came in at a rate of 3.5%. She noted there will be no increases to the employees for 2023.

*Motion made by Commissioner Spielman, Seconded by Commissioner Rogers to approve the Employee health Insurance for 2023.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

#### **Staff Report Presentations**

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

- Traffic study at schools by KDOT quality control. It is still in progress with no completion date as of yet.
- Downtown alley project, bids will be open on December 1<sup>st</sup>
- The travel center moving forward with the site grading to start soon
- Madison Ave CCLIP, Summit to 8<sup>th</sup> will receive bids on December 8<sup>th</sup>
- 15th street bridge, still waiting on materials
- WWTP still moving forward, new digester lid installed, Joint Venture will be here in January to give commission update
- SCKEDD is currently looking for property to include in their housing resurgence program
- City Employee Christmas party is December 2<sup>nd</sup> at 6:00 p.m.

#### **Department Reports**

Building Official Bellis updated the commission on the status of the property located at 822 S. 1st street. He stated the homeowner has fulfilled a majority of items on the governing body required list with the remainder of the house wrap that will be done tonight. Consensus of the governing body to allow an additional 14 day extension to complete the project.

#### **Executive Session**

*Motion made by Commissioner Spielman, Seconded by Commissioner Warren for the governing body to recess into executive session to discuss staff pursuant to K.S.A. 75-4319(b)(1) personnel matters of nonelected personnel*

*including the fire chief, EMS director, lawyer (later clarified as City Attorney) ,and commissioners, for a minimum of 30 minutes until 6:54 p.m. Commissioner Jennings asked if any action would be taken after executive session, Mayor Gingher replied no, there will be no action.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

The Governing Body returned to the commission chambers at 6:54 p.m.

*Motion made by Commissioner Spielman, Seconded by Commissioner Jennings to extend executive session to 7:14 p.m.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

The Governing Body returned to the commission chambers at 7:14 p.m.

*Motion made by Commissioner Spielman, Seconded by Commissioner Warren to extend the executive session for 10 minutes until 7:25 p.m.*

*Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the motion approved.*

The Governing Body returned to the commission chambers at 7:25 p.m.

### **Adjournment**

Motion made by Commissioner Warren, Seconded by Commissioner Rogers to adjourn the meeting.

Voting Yea: Commissioner Jennings, Commissioner Rogers, Commissioner Spielman, Commissioner Warren, Mayor Gingher. Mayor Gingher declared the meeting adjourned.

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

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Kanyon Gingher, Mayor

**ATTEST:**

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Lesley Shook, City Clerk

**Prepared by:**

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Lesley Shook, City Clerk