

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, October 19, 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 Gingher, Duane L. Oestmann, Jay Warren** and **Karen Welch**.

City employees present were City Manager **Randy Frazer**, City Attorney **Larry Schwartz**, Deputy City Clerk **Amanda Evinger**, Public Information Officer **Andrew Lawson**, Management Assistant **Mike Crandall**, Police Chief **Eric Burr**, Environmental Services Superintendent **Rod Philo** and Building Official **Mike Bellis**.

Citizens observing in person or via GoToMeeting were **Ken Harader, Sue Lancaster, Tom Lowry, Diana Spielman, Harrison Taylor** and Cowley CourierTraveler reporter **John Shelman**.

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

Approval of the Agenda

At City Manager Frazer's request, Commissioner Oestmann made a motion to amend the agenda by adding a resolution adopting by reference the City's 2021 Comprehensive Fee Schedule, and repealing **Resolution No. 2021-06-3415**, as **Item 3** under **New Business** and moving the **Executive Session** to the end of the agenda before adjournment. Commissioner Welch seconded the motion.

A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the agenda **amended**.

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

Consent Agenda

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

1. Approving the **October 5, 2021**, regular meeting minutes as written.
2. Approving a **Certificate of Special Assessment** for unpaid utility services.
3. Approving **Resolution No. 2021-10-3439**, authorizing the transfer of **5.3 acres** of real estate located adjacent to **1320 W. Madison Ave.** to Janelle Schmitz-Ronquillo, for a purchase price of **\$19,790.00**.

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

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New Business

Interpreter Services Contract Resolution No. 2021-10-3440

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to enter into a Professional Services Agreement with **Ileana Badillo Interpreting and Translations Services, LLC**, for interpreter services for the Arkansas City Municipal Court.

Municipal Court currently provides the use of an interpreter to defendants on the **fourth Tuesday** of every month. A Request For Proposals (RFP) for qualified vendors to provide court-certified, language-skilled or provisionally approved spoken language interpreters for foreign languages, including Spanish, was sent out in July. Three companies responded. The proposals were reviewed and City staff recommended Ileana Badillo Interpreting and Translations Services, LLC.

Commissioner Oestmann 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. 2021-10-3440**.

WWTP Administration Building Resolution No. 2021-10-3441

Deputy City Clerk Evinger presented for discussion a resolution authorizing the City to accept a proposal submitted by **Lowry Construction, LLC**, of Oxford, for construction of a new **Wastewater Treatment Plant (WWTP) Administration Building**, for an amount not to exceed **\$270,704.25**.

Management Assistant Crandall said the City sent out a Request for Proposals (RFP) to eight construction companies for the new WWTP Administration Building. Three proposals were received and the lowest proposal was from Lowry Construction.

By separating this new building from the WWTP Upgrades project and contracting its construction in-house, Crandall said the City will save a considerable amount of money. Desks, lockers, lab room furniture and cabinetry will be provided by the City. He outlined other cost-saving measures.

Commissioner Warren asked if approving the resolution tonight would lock in pricing. Tom Lowry said that would be the case and the exterior shell of the building, which is steel, is the biggest piece.

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

Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-10-3441**.

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Comprehensive Fee Schedule Resolution No. 2021-10-3442

Deputy City Clerk Evinger presented for discussion a resolution adopting by reference the City's **2021 Comprehensive Fee Schedule** and repealing **Resolution No. 2021-06-3415**.

City Manager Frazer outlined how the changes will increase sewer fees so as to fund the WWTP.

Commissioner Welch made a motion to approve the resolution as presented. Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the resolution **approved** and given **Resolution No. 2021-10-3442**.

City Manager's Report on Upcoming Activities

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

- The City will be host to a **USD 470 Board of Education candidate forum** at **7 p.m. October 20**, in the conference room at the Water Treatment Facility, located at 400 W. Madison Ave.
- **In-person advance voting** in local city and school elections will be available from **10 a.m. to 4 p.m. October 25-29**, also in the conference room at the Water Treatment Facility.
- The 12th annual **Joe B. Avery Community Spirit Award** presentation will be at **6 p.m. October 26** at USD 470's Avery Family Learning Center, located at 2500 N. 15th St.
- After a year off, the 89th annual **Arkalalah Festival** is **October 27 through October 30**.
- City Hall offices will close at **noon October 29** so employees can participate in **Arkalalah**.
- The next **City Commission** study session, scheduled for **noon October 29**, was canceled.
- The City's 150th Celebration concludes with a special **time capsule closing/re-dedication event** at **1 p.m. October 29** on the front lawn of City Hall. Items will be on display.
- There will be a **Trick-or-Treating event** from **6 to 8 p.m. October 31** in downtown Ark City.
- For those who do not vote in advance, **Election Day** for local city and school candidates will be from **7 a.m. to 7 p.m. November 2** at Central Christian Church, located at 206 W. Central.
- There is a tentative plan to close all four lanes of **U.S. 166/South Summit Street** at the ADM Milling spur railroad on **November 1-5** so BNSF can repair that crossing. Frazer said the planned U.S. 166 detour is north on Summit from Madison Avenue to the U.S. 77 bypass.
- The League of Kansas Municipalities' **2021 League Legislative Dinner** is **November 10** in South Hutchinson. Frazer said interested commissioners should sign up through the City.
- The City is working on implementing a **Rural Housing Incentive District** in the downtown.
- Frazer reported on his **League of Kansas Municipalities annual conference** experiences.

Other Business

Police Chief Eric Burr updated the commissioners on the Kansas Bureau of Investigation's **2020 Crime Statistics** as they compare with previous years. He also updated the City Commission on the current state of the police department's **staffing, recruiting, hiring and community outreach**.

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Public Information Officer Lawson provided a report on the **Fall Cleanup Day** held on **October 9**.

Executive Session

Mayor Rogers made a motion to recess into a **20-minute executive session** to discuss **personnel matters of nonelected personnel** with City Manager **Randy Frazer**, pursuant to **K.S.A. 75-4319(b)(1)**, to discuss the **renewal of the City Manager's contract due to expire**, with the open meeting set to resume at **6:40 p.m.**

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

The executive session began at **6:20 p.m.** and ended at **6:40 p.m.** Afterward, the commissioners reconvened in the Commission Room. No action was taken following the session.

Adjournment

Mayor Rogers made a motion to adjourn the meeting. Commissioner Oestmann seconded the motion. A voice vote was **unanimous** in favor of the motion. Mayor Rogers declared the meeting adjourned at **6:41 p.m.**

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

Scott Rogers, Mayor

ATTEST:

Lesley Shook, City Clerk

Prepared by:

Andrew Lawson, Public Information Officer