

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Thursday, January 2, 2020

5:30 p.m.

The governing body met in regular session on January 2, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Devin Anderson, Police Lieutenant; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Lambertz seconded. Motion carried.

ACTION AGENDA (*Action Expected*)

Approval of December 18, 2019 Minutes

Commissioner Lambertz moved to approve the minutes from December 18, 2019. Commissioner Wentz seconded. Motion carried.

Approval of Appropriation Ordinance #24

Commissioner Snavelly moved to approve appropriation ordinance #24. Commissioner Hasch seconded. Motion carried.

Resolution 2020-2094 Waiver of GAAP

There was presented to the City Commission a Resolution waiving generally accepted accounting principles for 2020.

Thereupon, on motion of Commissioner Snavelly, seconded by Commissioner Wentz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Snavelly, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2094 was signed and approved by the Mayor and attested by the Clerk.

REPORTS

Manager's Report

Amy Lange thanked the commissioners and departments for a successful year.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

None.

ADJOURN

There being no further business, at 5:34 p.m. it was moved and seconded to adjourn to a study session, for the annual commissioner orientation and to discussion commission priorities for 2020.



Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, January 15, 2020

5:30 p.m.

The governing body met in regular session on January 15, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Sara Unruh, Robert Frazier. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA (Action Expected)

Approval of January 2, 2020 Minutes

Commissioner Lambertz moved to approve the minutes from January 2, 2020. Commissioner Hasch seconded. Motion carried.

Approval of Appropriation Ordinance #1

Commissioner Snively moved to approve appropriation ordinance #1. Commissioner Hasch seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange announced the Chamber luncheon on February 4. Two commissioners will be attending. She noted the severe vandalism happening in our parks. Staff is working to come up with solutions.

Staff Reports

Ric Fredrickson introduced Alan Garcia as the newest officer on the force.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz stated he is disappointed in the vandalism.

Mayor Matthew thanked Ron and his crew for the snow removal last weekend. He noted the two properties removed recently on 2nd Street.

ADJOURN

There being no further business, at 5:39 p.m. it was moved and seconded to adjourn to a study session, for discussion of wastewater treatment plant phase 2.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, February 5, 2020

5:30 p.m.

The governing body met in regular session on February 5, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Lambertz, and Wentz. Commissioner Snavelly was present via phone.

Absent: Commissioner Hasch.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Don Dean, Denise de Rochefort-Reynolds, Jessica Brucken, Robert Frazier. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added an executive session for confidential business data.

Commissioner Lambertz moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Frank Carlson Library Year End Report

Denise de Rochefort-Reynolds updated the commission on circulation numbers and activities throughout the year. Numerous books and DVDs were added in 2019. She said the library assists those seeking employment. They are currently working on Census activities.

Broadway Plaza Annual Report

Jessica Brucken discussed operating expenses. There were 144 events in 2019, with over 9400 in attendance. She applied for, and received, another grant for the movie series. Five hundred attended the Touch-A-Truck event, and she plans to offer this again.

ACTION AGENDA (*Action Expected*)

Approval of January 15, 2020 Minutes

Commissioner Wentz moved to approve the minutes from January 15, 2020. Commissioner Lambertz seconded. Motion carried.

Approval of Appropriation Ordinance #2

Commissioner Wentz moved to approve appropriation ordinance #2. Commissioner Lambertz seconded. Motion carried.

Recreation Advisory Board Appointments

Three of the four expiring members expressed interest to continue serving. Chris Huggans also put in an expression form. Chris Atkins recommended the appointment of all.

Commissioner Lambertz moved to reappoint Amy Applebee, Shirley LeDuc, and Jenny Acree, and to appoint Chris Huggans to the recreation advisory board. Commissioner Wentz seconded. Motion carried.

726 E. 9th Street Demo Project

The owner of the fire-damaged house has asked to be accepted into the program. The City is holding a percentage of the insurance proceeds, until the property is cleared or repaired. The owner obtained the necessary quotes for removal of the structure.

Commissioner Wentz moved to accept the application for the house at 726 E. 9th Street into the demo program, based on the lowest bid of \$3,100.00 from Jensen Ag Services. Commissioner Lambertz seconded. Motion carried.

1st & Lincoln Bids for Construction of Turning Lane

Two bidders responded to the request for bids:

Vogts Parga Construction LLC	\$152,462.80
Smoky Hill LLC	\$110,687.10
Engineer’s Estimate	\$254,564.00

The project will widen the highway at 1st & Lincoln, allowing for a turning lane for northbound traffic. Cloud County Coop has pledged to fund 70% of the project.

Commissioner Lambertz moved to accept the bid from Smoky Hill, LLC, for \$110,687.10 for the 1st & Lincoln turning lane project. Commissioner Wentz seconded. Motion carried.

Campbell & Johnson Supplemental Agreement for 1st & Lincoln Engineering

The supplemental agreement adds to the current agreement, and includes soil and aggregate analysis of soil compaction.

Commissioner Lambertz moved to approve the mayor to sign the supplemental agreement from Campbell & Johnson in the amount of \$4,750.00 for the 1st & Lincoln turning lane project. Commissioner Wentz seconded. Motion carried.

KDOT Contract for Engineering Services for South Hwy. 81

In May, the City applied for a connecting link improvement for the southbound lane of Hwy. 81 at the south city limits. The project was awarded, and the City selected Campbell & Johnson Engineers for the project.

KDOT has allocated \$1,000,000 for engineering and construction. The City’s share will be 10%, for a total project cost up to \$1,111,111. If the project runs over, the City assumes all remaining costs. The engineer’s estimate is \$787,888.40.

Commissioner Wentz moved to approve the mayor to sign the contract for preliminary engineering design services between the city, KDOT and Campbell & Johnson Engineers. Commissioner Lambertz seconded. Motion carried.

Approval of Dump Bed for Chevy One Ton Chassis

The public works department recently purchased a new chassis, with plans to install the dump box from the old truck, and to sell the old chassis. The treatment plant needs a truck to haul the “cake” from the press with the new upgrades to the facility. Both departments have agreed to share the cost of a new dump box on the new chassis, and the treatment plant will begin using the old dump truck. The split will be \$2,600.00 from the street department equipment reserve, and \$8,000.00 from the wastewater department.

Commissioner Lambertz moved to approve the dump box purchase from Mid America Truck Equipment for \$10,600.00. Commissioner Wentz seconded. Motion carried.

Resolution 2020-2095 and Commission Policy Statement 2020-1

There was presented to the City Commission a Resolution setting a policy for utility bill accounts.

There was discussion on the policy, which would prohibit residents keeping the utility bill in the name of a deceased person, thereby making it impossible to collect on the account should it become delinquent. Commissioner Lambertz had questions, and it was decided to bring the item back at the next meeting for consideration.

Commissioner Lambertz moved to table Resolution 2020-2095. Commissioner Wentz seconded. Motion carried.

Transfer of Former TIF Properties to the Land Bank

The two properties at the south development are marketed for sale. As they are in the TIF district, and the district expires at the end of the year, it was decided to move them to the land bank for the purpose of exempting taxation while they remain unsold.

Commissioner Wentz moved to approve the transfer of the College Drive Park properties of Lot One, Block A and Lot Two, Block A, to the Concordia Land Bank. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager’s Report

Amy Lange said signs have been ordered for the public parking on city-owned lots, based on the ordinance recently passed. She also discussed current State legislation of interest to the City.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Wentz thanked Denise and Jessica for their reports earlier.

Commissioner Lambertz wondered about the possibility of regulating foster animals, since the breed-specific language was removed from the ordinance last year.

EXECUTIVE SESSION

Confidential Business Data

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange, Justin Ferrell, and Kim Reynolds in attendance, and to reconvene in the city commission chamber at 6:57 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:42 p.m.

The commission reconvened at 6:57 p.m.

ADJOURN

There being no further business, at 6:58 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, February 19, 2020

5:30 p.m.

The governing body met in regular session on February 19, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Kim Reynolds, Matthew Carder. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Year End Financial Report

Finance Director Amber Farha gave a brief presentation on the set up of the financial statements. She then pointed out that General Fund revenues and expenses ended the year 2019 higher than budgeted. However, it was explained that certain expenses were necessary for new operations and had offsetting revenues and certain expenses were waiting for reimbursement. Removing those expenses from the equation made the General Fund end the year under budget at 95.03% of budgeted expenses. After adding back the amount to be reimbursed in 2020 for 2019 expense, the General Fund ended the year with a carryover of \$1,084,347. This is higher than estimated and higher than the previous year. The Water and Sewer Utility Fund also ended the year higher than estimated with a carryover of \$654,921.

ACTION AGENDA *(Action Expected)*

Approval of February 5, 2020 Minutes

It was noted that a change should be made under Mayor/Commissioner Comments & Reports to say "...since the breed-specific language was removed from the ordinance last year". Also, under Campbell & Johnson Supplemental Agreement for 1st & Lincoln Engineering the amount should read "4,750.00". Commissioner Hasch moved to approve the minutes as modified from February 5, 2020. Commissioner Wentz seconded. Motion carried.

Approval of Appropriation Ordinance #3

Commissioner Snively moved to approve appropriation ordinance #3. Commissioner Lambertz seconded. Motion carried.

Contract Update for Cloud County Coop

City Manager Amy Lange stated that Cloud County Coop had met all of the parameters that were required in the contract. She and Cloud Corp Executive Director Kim Reynolds requested that the \$125,000 payment due this year be forgiven.

Commissioner Lambertz moved to recommend the forgiveness of the debt owed by Cloud County Coop due to meeting all criteria of the purchase agreement at the end of 2019. Commissioner Snively seconded. Motion carried.

Federal Funds Exchange Program

Ron Copple explained that this program exchanges federal funds for state funds which have less restrictions for use. The Kansas Department of Transportation keeps 10% of the funds and the other 90% is given to the city for any street improvement purpose. This year the city will use the funds for the Archer Street project.

Commissioner Wentz moved to authorize the mayor to sign the request for the exchange of federal funds for \$112,739.20 and to apply for reimbursement of \$101,465.28 using the Archer Street project. Commissioner Hasch seconded. Motion carried.

Resolution 2020-2095 and Commission Policy Statement 2020-1

City Manager Amy Lange stated that more research was being done on this and requested it be tabled and revisited at a study session during the March 4 meeting.

Commissioner Lambertz moved to table Resolution 2020-2095 and Commission Policy Statement 2020-1. Commissioner Snavelly seconded. Motion carried.

CMB License – Dollar General

The KBI has done the background check on the owner(s), and staff recommended the approval.

Commissioner Wentz moved to approve the CMB License for Dollar General. Commissioner Snavelly seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said the next Intergovernmental Meeting would be a breakfast meeting held March 20 at City Hall. The focus of the discussion would be on the expiring Neighborhood Revitalization Program. Also, spring cleanup is approaching and the commission should be prepared to discuss the strategy for the year at a future study session. Lange shared that the city received a CDBG in the amount of \$561,660 for the downtown alley and sewer project from Lincoln to State between 6th and 7th streets. She also shared that she had just been notified the city will get \$567,000 in US Department of Transportation entitlement funding for the airport this year. This is to be used for taxiway lighting and is a 90/10 match with the city. Lastly, the city employees are holding a food drive to be delivered to the Resource Center over spring break. Employees can bring 40 items or \$40 for 8 hours of personal time up to a maximum of 24 hours.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioners Wentz and Hasch commented on how great the city hall lobby renovations turned out. The rest of the commission agreed.

EXECUTIVE SESSION

Confidential Business Data (1)

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:10 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 5:54 p.m.

The commission reconvened at 6:10 p.m.

Confidential Business Data (2)

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange, Justin Ferrell and Kim Reynolds in attendance, and to reconvene in the city commission chamber at 6:22 p.m. Commissioner Snavelly seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:11 p.m.

The commission reconvened at 6:22 p.m.

ADJOURN

There being no further business, at 6:22 p.m. it was moved and seconded to adjourn.



/s/ Amber Farha
Deputy City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, March 4, 2020

5:30 p.m.

The governing body met in regular session on March 4, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Don Dean, David Metz, Emily Benedick. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange removed the two proclamation/presentation items until the next meeting, added the pool upgrades under the action agenda, and added an executive session for confidential business data.

Commissioner Snively moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA (*Action Expected*)

Approval of February 19, 2020 Minutes

Commissioner Lambertz moved to approve the minutes from February 19, 2020. Commissioner Snively seconded. Motion carried.

Approval of Appropriation Ordinance #4

Commissioner Wentz moved to approve appropriation ordinance #4. Commissioner Hasch seconded. Motion carried.

***Community Block Development Grant – Alley Replacement
Department of Commerce Grant Agreement***

We have been awarded \$561,660.00 in grant funds to replace three blocks of alley downtown, including the water lines. Matching funds will come from the CIP as well as the water fund. A total project cost has been estimated at \$1,032,685.00. Emily Benedick, North Central Regional Planning Commission, said the project must be completed by March 2022. Construction will likely occur in spring 2021.

Commissioner Snively moved to authorize the mayor to sign the grant agreement with the Dept. of Commerce, and the conditions resolution letter. Commissioner Hasch seconded. Motion carried.

Campbell & Johnson Design Contract

Campbell & Johnson will be responsible for the preliminary engineering and construction engineering, at a cost of \$117,735.00.

Commissioner Lambertz moved to authorize the mayor to sign the consulting agreement with Campbell & Johnson Engineers in the amount of \$117,735.00. Commissioner Wentz seconded. Motion carried.

Pool Improvements Phase 3

Amber Farha discussed the year 3 phase of the pool improvements, presenting staff's recommendation for the last year of funds. She said everything could be purchased with funds generated by the \$2 fee on the water bills, with less than \$1,000 coming from the special parks and rec fund.

Recommended:

Climbing wall, two panels wide and five panels high	\$27,430.00
Aqua Zip'N, which is a small zip line hanging out over the water	\$13,474.00
Floatable in the middle pool at a length of 16'	\$ 9,000.00

Approximately \$150,000.00 will have been collected through the special fee, and over \$200,000.00 will have spent towards pool improvements.

Commissioner Snavelly moved to authorize the city manager to sign the contracts for the purchase of the climbing wall, Aqua Zip'N and floatable, to be paid for from the swimming pool department and the Special Parks and Recreation Fund. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange discussed an upcoming Senate bill that would take away our portion of county sales tax that we currently receive.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Hasch voiced approval at the removal of the house at 603 Matthew.

EXECUTIVE SESSION

Confidential Business Data

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:10 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 5:58 p.m.

The commission reconvened at 6:10 p.m.

ADJOURN

There being no further business, at 6:10 p.m. it was moved and seconded to adjourn to a study session, to discuss the commission policy statement for utility bills and the annual citywide cleanup.



/s/ Stacey Smith
City Clerk



**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, March 18, 2020

5:30 p.m.

The governing body met in regular session on March 18, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Dwight Whitead, Denise de Rochefort-Reynolds, Kim Sprague, Kim Reynolds, Sabrina Scott, Dorothy Breault, Penny May. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange removed the recognition of police officer, and added an ordinance under the action items on annual appropriations.

Commissioner Lambertz moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

Denise de Rochefort-Reynolds, Frank Carlson Library director, updated the commission on the library's response to the CoronaVirus situation. The library's closure was directed by the American Library Association. The board is actively doing what it can to keep people informed.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Youth Art Month Proclamation

Kim Sprague, elementary art teacher, presented the proclamation. She stated the community is fortunate to have art education.

The proclamation was read, and the mayor declared March to be Youth Art Month.

ACTION AGENDA *(Action Expected)*

Approval of March 4, 2020 Minutes

Commissioner Hasch moved to approve the minutes from March 4, 2020. Commissioner Wentz seconded. Motion carried.

Approval of Appropriation Ordinance #5

Commissioner Wentz moved to approve appropriation ordinance #5. Commissioner Snavelly seconded. Motion carried.

Downtown Improvement Program Grant Request

Kim Reynolds stated the funds have not been utilized for several years. The property at 219 W. 6th is owned by Darren Hill, and the grant would be used for soffit, fascia, and paint on the front. The owner has received a quote of \$3118.50 for this work, which would preserve the original architecture. Ms. Reynolds encouraged the commissioners to consider adding more funds to this program.

Commissioner Snavelly moved to approve the downtown improvement grant for Darren Hill in the amount of \$3118.50. Commissioner Lambertz seconded. Motion carried.

Frank Carlson Library Appointment

Jane Jewell has declined a second term. John Van Meter has expressed interest.

Commissioner Wentz moved to appoint John Van Meter to the library board for a four-year term. Commissioner Hasch seconded. Motion carried.

Zoning Change Ordinance – 2118 Republican

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF CERTAIN SPECIFICALLY DESCRIBED PROPERTY IN THE CITY OF CONCORDIA, KANSAS, AND ORDERING THE OFFICIAL CITY ZONING DISTRICT MAP TO BE CHANGED TO REFLECT SUCH AMENDMENTS.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Snavelly. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3158, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Planning Commission & Board of Building Trades Appointment

Steven Conner has expressed an interest in both boards, and would serve in the general public at large position. The Board of Building Trades is a vacated position and the term would expire in May. The planning commission's position is also a vacated position, and the term would expire in November of 2022.

Commissioner Snavelly moved to appoint Steven Conner to the planning commission and Board of Building Trades. Commissioner Lambertz seconded. Motion carried.

Rec. 2020-2095 and Commission Policy 2020-1

There was presented to the City Commission a Resolution setting a policy for utility bill accounts.

Thereupon, on motion of Commissioner Lambertz, seconded by Commissioner Wentz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Snavelly, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2095 was signed and approved by the Mayor and attested by the Clerk.

Public Works Half Ton Pickup Purchase

Two bids were received for the half ton pickup, as follows:

Farm Country Ford	\$27,761.28
Concordia Chevy/Buick	\$28,164.50

Farm Country did not meet all the required specs. Staff recommended the purchase from Concordia Chevy. This vehicle also includes several other options, including backup camera.

Commissioner Wentz moved to approve the purchase of the half ton truck from Concordia Chevy/Buick for \$28,164.50. Commissioner Hasch seconded. Motion carried.

Public Works Mower Purchase

Two bids were received for the riding mower for the parks and sports complex, as follows:

Krier Mower and Electric	\$15,662.10	Grasshopper
Prairieland Partners	\$15,300.00	John Deere

Ron Copple said the Grasshopper is a zero turn, with an electric deck, which makes the work much easier.

Commissioner Lambertz moved to approve the purchase of the Grasshopper riding mower for the parks department from Krier Mower & Electric for \$15,662.10. Commissioner Snavelly seconded. Motion carried.

Sports Complex Mower Purchase

Commissioner Lambertz moved to approve the purchase of the Grasshopper riding mower for the sports complex from Krier Mower & Electric for \$15,662.10. Commissioner Snavelly seconded. Motion carried.

Deed of Lot 1, Block 199 to Kansas Dept. of Transportation

With the widening of the highway at 1st & Lincoln, KDOT has a portion of the property for their signage, storm drainage, and lighting. Because of this, we have been informed we can't sell the property at any time in the future. Staff agreed it would be best to deed the property to KDOT out of the land bank.

Commissioner Hasch moved to approve the quitclaim deed of Lot 1, Block 199, to the Kansas Dept. of Transportation. Commissioner Wentz seconded. Motion carried.

Ordinance 2020-3159 Annual Appropriations

AN ORDINANCE APPROPRIATING THE AMOUNTS SET UP IN EACH FUND IN THE BUDGET FOR THE REMAINDER OF CALENDAR YEAR 2020, PROVIDING FOR THE PAYMENT OF ALL CLAIMS AND CHARGES AGAINST THE ACCOUNTS PROVIDED FOR THEREIN.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Snively. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3159, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Addendum to Business Continuity Plan – Public Health Emergency

The emergency operations plan was drafted in 2013. There is nothing noted within this document about public health emergencies. The updated plan would be vital for receiving reimbursements from FEMA. It covers a watch and a warning situation. We are currently in a watch with the CoronaVirus, due to no confirmed cases in Cloud or adjacent counties. Amy Lange walked the commissioners through each section of the plan, which includes both internal and external protocols for communication, personnel, operational, and financial considerations.

The plan allows for the city manager to limit meetings and the closing of certain city properties, and when non-essential personnel should be sent home.

Commissioner Lambertz suggested including counties further out, and after discussion, it was decided to name a radius of 100 miles.

Commissioner Lambertz moved to approve the addendum to the emergency operations plan, with the change. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said employees had recently donated 3250 items to the resource center, plus \$520 cash for perishable items. She said the city is working collaboratively with other organizations in town during this pandemic. At this point, the City Hall lobby is still open, with touch points minimized. Plaza events through April 13 have been canceled. She asked that the commission recess this meeting to 5:30 p.m. tomorrow, after the county meets, for any unexpected business.

Staff Reports

Eric Voss discussed the recent fight for air climb in Kansas City, where several employees participated. Once again, Levi Whitley won the event with the fastest time.

Ron Copple said the concrete has been poured at 1st & Lincoln, and hopefully the project would be completed by the end of next week.

Mayor/Commissioner Comments & Reports

All commissioners commended city employees for the extra work during this time.

ADJOURN

There being no further business, at 6:51 p.m. it was moved and seconded to recess to March 19 at 5:30 p.m. at City Hall. Meeting will once again be via remote access.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Thursday, March 19, 2020

5:30 p.m.

The governing body met in recessed session on March 19, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Dwight Whitead, Brian Marks, Devin Anderson. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

ACTION AGENDA *(Action Expected)*

Addendum to Business Continuity Plan – Public Health Emergency

At last night's meeting, commissioners approved the addendum to business continuity plan in order to deal with public health emergencies. That addendum listed all counties within 100 miles of Cloud County. The county board of health recommended adopting a 50 miles radius instead.

Commissioner Snavelly moved to approve addendum 1 to the business continuity plan. Commissioner Wentz seconded. Motion carried.

Resolution 2020-2096 Supporting President's COVID-19 Guidelines

There was presented to the City Commission a Resolution supporting the president's COVID-19 Guidelines.

Thereupon, on motion of Commissioner Wentz, seconded by Commissioner Snavelly, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Snavelly, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2096 was signed and approved by the Mayor and attested by the Clerk.

ADJOURN

There being no further business, at 5:40 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk



**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, April 1, 2020

5:30 p.m.

The governing body met in regular session on April 1, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Mary Jo Thummel, James Quillen, Kim Reynolds, Sabrina Scott, Sarah Unruh. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added another emergency revolving loan for El Puerto Mexican Restaurant.

Commissioner Snively moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA *(Action Expected)*

Approval of March 18 & 19, 2020 Minutes

Commissioner Wentz moved to approve the minutes from March 18 & 19, 2020. Commissioner Hasch seconded. Motion carried.

Approval of Appropriation Ordinance #6

Commissioner Snively moved to approve appropriation ordinance #6. Commissioner Hasch seconded. Motion carried.

Wastewater Treatment Plant Phase 2 Improvements

Jeremy Arnold presented the supplemental agreement for engineering and design work for phase 2 of the treatment plant project, based on the commission's direction from a study session late last year. The supplemental agreement modifies the original contract by adding an extension to the filter building and installing equipment to bring us up to a class A biosolids. Also, PEC Engineering will study options for grit removal.

Commissioner Lambertz moved to authorize the city manager to sign the contract with PEC for Phase 2 of the treatment plant upgrades in the amount of \$235,100.00. Commissioner Wentz seconded. Motion carried.

Emergency Revolving Loan for Easy G Sports Bar

Kim Reynolds of CloudCorp explained that with the ongoing CoronaVirus pandemic, the Kansas Dept. of Commerce has instructed cities with a revolving loan fund to disperse the funds to help local businesses. The City has nearly \$500,000 in this fund, and staff intended to disperse approximately \$300,000 of it, but the KDOC has encouraged the use of all the funds.

With the exceptional circumstances, certain parts of the process have been relaxed, including waiving fees. The business must prove that COVID-19 has hurt the business, with the possibility of closing.

The committee agreed on a \$25,000 max loan, in order to help as many businesses as possible. The loans will be dispersed immediately, without the usual public hearing, and are offered at 0% interest, three years to repay, and no payment due for six months. The committee's recommendation is to disperse half up front. After the business has supplied proof that the funds have been used for operating capital including payroll, the second half will be made available.

Businesses are still encouraged to apply for SBA loans with the state, of which repayment of the first \$10,000 can be waived.

Ms. Reynolds said the loan will help retain eight jobs.

Commissioner Snavelly moved to approve the Easy G Sports Bar revolving loan for \$25,000.00. Commissioner Hasch seconded. Motion carried.

Emergency Revolving Loan for El Puerto Mexican Restaurant

As with Easy G, sales have plummeted recently, and employees have been laid off. The funds will retain nine jobs.

Commissioner Lambertz moved to approve the El Puerto Mexican Restaurant revolving loan for \$25,000.00. Commissioner Wentz seconded. Motion carried.

Demolition Program Application 2118 Republican

The owner of 2118 Republican has asked to be accepted into the demo program, to remove the house and garage. The property has been vacant many years, and is blighted.

Commissioner Lambertz suggested reevaluating this program, to discuss whether those with resources should be awarded funds for projects.

Commissioner Hasch moved to accept 2118 Republican into the demo program based on the low bid from Snavelly Excavation of \$7,250.00. Commissioner Snavelly seconded. Motion carried.

Rec. 2020-2097 Adopting Hazard Mitigation Plan

There was presented to the City Commission a Resolution adopting the hazard mitigation plan.

To be eligible for FEMA funds this plan must be adopted.

Thereupon, on motion of Commissioner Wentz, seconded by Commissioner Snavelly, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Snavelly, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2097 was signed and approved by the Mayor and attested by the Clerk.

REPORTS

Manager's Report

Amy Lange said with the governor's recent order, all City workers are considered essential. After discussion with the department heads, it was decided to bring staff back half time starting April 6, for at least two weeks. The citywide cleanup scheduled for later in the month has been cancelled. Dog tags will remain free through April. She said we will wait until May 1 to make a decision about summer recreation, including the opening of the pool.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

The commissioners thanked the city manager and staff, as well as the community, for stepping up during this time.

Mayor Matthew said the City's public service announcements have made an impact.

ADJOURN

There being no further business, at 6:24 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, April 15, 2020

5:30 p.m.

The governing body met in regular session on April 15, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Mary Jo Thummel, Kim Reynolds, Sabrina Scott. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange said four revolving loan items have been added since the packet came out - for Jitters Coffee House, ServiceMaster, Taco Grande, and Urban Couture Salon and Spa.

Commissioner Snavelly moved to approve the agenda as amended. Commissioner Hasch seconded. Motion carried.

PUBLIC COMMENTS

Sabrina Scott asked if there were plans to continue streaming the commission meetings after the pandemic has passed, and if there is a plan for notifications of city items if the Blade stops publishing.

ACTION AGENDA (*Action Expected*)

Approval of April 1, 2020 Minutes

Commissioner Lambertz moved to approve the minutes from April 1, 2020. Commissioner Wentz seconded. Motion carried.

Approval of Appropriation Ordinance #7

Commissioner Snavelly moved to approve appropriation ordinance #7. Commissioner Wentz seconded. Motion carried.

Emergency Revolving Loan for Britt's Fountain and Gifts

Kim Reynolds of CloudCorp explained that with the ongoing CoronaVirus pandemic, the Kansas Dept. of Commerce has instructed cities with a revolving loan fund to disperse the funds to help local businesses.

Businesses need to show low to moderate income jobs saved. Britt's has requested \$12,000, of which only half will be dispersed until the owner submits invoices, payroll, and other expenses. The revolving loans are 0% interest, with the first payment deferred for six months. Ms. Reynolds stated Britt's will retain .75 fulltime equivalency jobs, which is three part time positions, not counting the owner.

Commissioner Lambertz moved to approve the Britt's Fountain and Gifts revolving loan for \$12,000.00. Commissioner Wentz seconded. Motion carried.

Emergency Revolving Loan for Jitters Coffee House and Lounge

Jitters has applied for the full \$25,000. One fulltime equivalency position will be retained, which includes four part time positions, not counting the owner.

Commissioner Wentz moved to approve the Jitters Coffee House and Lounge revolving loan for \$25,000.00. Commissioner Lambertz seconded. Motion carried.

Emergency Revolving Loan for ServiceMaster

ServiceMaster has applied for the full \$25,000, which retains three fulltime positions, for a total of seven employees, including the two owners. The positions are 100% LMI.

Commissioner Snavelly moved to approve the ServiceMaster revolving loan for \$25,000.00. Commissioner Hasch seconded. Motion carried.

Emergency Revolving Loan for Taco Grande

Taco Grande has applied for the full \$25,000, which retains seven fulltime positions, for a total of fifteen employees. The positions are 100% LMI.

Commissioner Hasch moved to approve the Taco Grande revolving loan for \$25,000.00. Commissioner Snavelly seconded. Motion carried.

Emergency Revolving Loan for Urban Couture Salon and Spa

Ms. Reynolds said salons are in a different situation than the other requests for funds, in that they had to fully close due to the governor's orders. The owner has stated with the requested \$25,000, .75 fulltime equivalency positions will be retain, which comprises four employees not including the owner. The positions are 67% LMI.

Commissioner Lambertz moved to approve the Urban Couture Salon and Spa revolving loan for \$25,000.00. Commissioner Snavelly seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said all employees will be brought back to fulltime starting next week. However, lobbies at City Hall and the police department will be closed until May 3 as per the governor's guidelines. She said the runway bid letting is on track. Phase 3 pool equipment has been ordered and will be installed soon. It is yet to be decided if the pool and summer rec programs will take place this summer. Staff will make a decision by May 1.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Mayor Matthew said Sen. Jerry Moran's office had contacted him to set up a conference call to check on the status of Cloud County.

Commissioner Hasch said she'd heard good things about a recent ambulance run by EMS staff.

All commissioners thanked the public and asked them to continue following the guidelines.

ADJOURN

There being no further business, at 5:56 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, May 6, 2020

5:30 p.m.

The governing body met in regular session on May 6, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Kim Reynolds, Dwight Whitead, Dustin Bender, Brad Waller, Devin Anderson, Kristi Beneshek, phone caller. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange said the discussion items would be switched around. Two items are added under Action – revolving loan under Super 8 Motel, and approval of #5 and #6 work authorizations from Benesch.

Commissioner Hasch moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Financial Quarterly Report

Amber Farha said that property tax, sales tax and franchise fees are on target for the year, but ambulance revenues are down slightly. General Fund expenses are up compared to prior year, but this is due to \$126,610 in airport expense that is pending FAA reimbursement. All other funds are in line with budget expectations.

Impact of COVID-19 on City Operations and Programming *(Memo attached)*

Amy Lange discussed several items affected by the current virus pandemic. The budget has been monitored closely. The bulk of revenue is property and sales taxes and franchise fees. It has been estimated we can expect a 25% decrease in sales tax, due to things such as declining business sales and loss of jobs. Sales tax comprises about 40% of the city's general fund revenue. Staff believes that percentage in our area is a high estimate.

We are looking at a possible \$450,000 reduction in revenue. Non-personnel operating budgets are being cut 10%. We have made the decision to cut summer temporary staff. Equipment transfers could be reduced if necessary.

Ms. Lange discussed the delinquent utility accounts, which have increased tremendously due to the governor's orders not to shut off utilities.

City Hall and police lobbies are still closed, but will be open in phase 2 of the governor's plan. Court should reopen on June 1.

The plan is to train lifeguards at the first of June, and to open the pool on June 8 during phase 3, which allows 90 to gather. Extensive sanitizing and cleaning will be done. The new equipment will be installed in May.

Summer recreation programs should take place, though in a limited fashion. No sports can take place in phase 1, but can resume in phase 2 with practice, and games in phase 3. Restrooms will be cleaned and sanitized regularly.

Playground will not be held this year due to staffing challenges and the nature of activities which normally take place during each day.

The new runway will continue, as well as the downtown alley and sewer replacement project, and the south Highway 81 replacement. The treatment plant phase 2 is continuing as well. Commissioners agreed all projects needed to take place, as most are happening due to grants and matching funds.

ACTION AGENDA *(Action Expected)*

Minutes of April 15, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from April 15, 2020. Commissioner Snavelly seconded. Motion carried.

Appropriation Ordinance #8

Commissioner Wentz moved to approve appropriation ordinance #8. Commissioner Snavelly seconded. Motion carried.

Emergency Revolving Loan for Cozy Corner Learning Center

Kim Reynolds of CloudCorp explained that with the ongoing CoronaVirus pandemic, the Kansas Dept. of Commerce has instructed cities with a revolving loan fund to disperse the funds to help local businesses.

Businesses need to show low to moderate income jobs saved. Cozy Corner has requested \$25,000, of which only half will be dispersed until the owner submits invoices, payroll, and other expenses. The revolving loans are 0% interest, with the first payment deferred for six months. Ms. Reynolds stated Cozy Corner will retain 5.25 fulltime equivalency jobs, or 7 employees, at 100% LMI.

Commissioner Hasch moved to approve the Cozy Corner Learning Center revolving loan for \$25,000.00. Commissioner Snavelly seconded. Motion carried.

Emergency Revolving Loan for PRP LLC, DBA Super 8 Motel

Super 8 has applied for the full \$25,000. It will retain 4.75 fulltime equivalency positions, for 7 employees, at 58% LMI.

Commissioner Lambertz moved to approve the PRP LLC, DBA Super 8 Motel revolving loan for \$25,000.00. Commissioner Wentz seconded. Motion carried.

Bid for Construction of Airport Runway 18/36

Brad Waller of Benesch discussed the runway project, of which the City has received a grant for \$6,950,000. Last week bids were opened, of which we received six. Two were higher than the engineer’s estimate. The project needed to fall under \$5.9 million. They were as follows:

Contractor	Base Bid	Add Alt #1	Add Alt #2	Total
Vogts-Parga Construction, LLC	\$4,810,486.71	\$217,331.60	\$177,490.35	\$5,205,308.66
Koss Construction Co.	\$5,045,050.31	\$161,771.93	\$166,403.50	\$5,373,225.74
Smoky Hill, LLC	\$5,234,170.35	\$180,384.90	\$177,478.00	\$5,592,033.25
MJE, LLC	\$5,496,815.49	\$229,676.50	\$173,677.33	\$5,900,169.32
Sporer Land Development, Inc.	\$5,827,842.50	\$172,993.25	\$166,403.50	\$6,167,239.25
Emery Sapp & Sons, Inc.	\$6,647,979.37	\$263,958.05	\$175,937.81	\$7,087,875.23
Engineer’s Opinion of Probable Cost:	\$5,713,678.50	\$185,700.00	\$193,324.00	\$6,092,702.50

The engineer recommends the low bidder of Vogts-Parga Construction. Start date of August 31 has been set, which would be the dirt work portion, east of the existing runway. This will keep the airport open. The following spring and summer, the runway will be totally built and paved. The existing runway will be reduced at that point, creating a taxiway.

Commissioner Lambertz moved to approve the bid of Vogts-Parga for the Base Bid and Add / Alternate #1 and Add / Alternate #2 in the amount of \$5,205,308.66, and authorize the City Manager to enter into a contract with Vogts-Parga for construction of Runway 18/36, contingent on approval by the FAA. Commissioner Snavelly seconded. Motion carried.

Approve Work Authorization #5 with Benesch for Construction Services For the Airport Runway

Work authorization #5 and #6 are for construction phase services and NEPA re-evaluation not to exceed \$723,770 for #5 and \$14,000 for #6. Both will be covered under the nearly \$7 million grant award.

Commissioner Snavelly moved to approve Work Authorization #5 with Benesch in the amount of \$723,770 to perform Construction Services for Airport Runway 18/36, contingent on approval by the FAA, and authorize the City Manager to sign the agreement. Commissioner Wentz seconded. Motion carried.

Approve Work Authorization #6 with Benesch for Construction Services For the Airport Runway

Commissioner Hasch moved to approve Work Authorization #6 with Benesch in the amount of \$14,000 to perform a NEPA Re-Evaluation for Airport Runway 18/36, contingent on approval by the FAA, and authorize the City Manager to sign the agreement. Commissioner Snavelly seconded. Motion carried.

Authorize Signing of FAA CARES Act Grant Agreement for Airport Funding

The City was awarded a \$30,000 grant through the CARES Act, grant funding made available for airport operations during the COVID-19 crisis. The funds can only be used for purposes directed related to the airport, and are disbursed on a reimbursement basis.

Commissioner Lambertz moved to authorize the city manager to sign the CARES Act grant agreement for Blosser Municipal Airport in the amount of \$30,000. Commissioner Snavelly seconded. Motion carried.

Demo Program Application for 707 E. 6th St.

The building, owned by the Victory Faith Church, sits close to the street, on Hwy. 9, and is out of compliance with today's setback requirements. Its location is no longer practical for current purposes, and has been blighted for many years.

Commissioner Hasch moved to accept 707 E. 6th St. into the demo program based on the low bid of \$7,680.00 from Snavelly Construction. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said brochures were delivered to several businesses today that sell above ground swimming pools and/or supplies. Due to building codes adopted which affects home swimming pools, the City is getting the word out. We've started enforcing nuisances this week, and she reminded citizens to keep their yards mowed and free from trash.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Wentz thanked the city for putting out the flower pots again this spring. The downtown beautification committee will be starting soon to replace those pots to permanent ones, which won't have to be moved every winter.

Commissioner Lambertz thanked staff for continued efforts.

Mayor Matthew echoed that, noting the work behind the scenes. He said he is glad to see reopenings, and hopes to see things better than ever.

Commissioner Hasch was thankful to hear much of summer activities will take place, giving our citizens some sense of normalcy.

ADJOURN

There being no further business, at 6:53 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, May 20, 2020

5:30 p.m.

The governing body met in regular session on May 20, 2020, at 5:30 p.m. via remote access, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Neil Phillips, Rick Barrett, Dustin Avey. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Emergency Medical Services Week Proclamation

Eric Voss presented the proclamation. He discussed the number of calls over the years, and how the department is able to handle so many more, and more efficiently. The mayor read the proclamation, and proclaimed May 17-23 as Emergency Medical Services Week.

ACTION AGENDA *(Action Expected)*

Minutes of May 6, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from May 6, 2020. Commissioner Snavelly seconded. Motion carried.

Appropriation Ordinance #9

Commissioner Snavelly moved to approve appropriation ordinance #9. Commissioner Wentz seconded. Motion carried.

2019 Audit Presentation

Neil Phillips of Jarred, Gilmore & Phillips said that with the pandemic, the entire audit was done remotely. Reserves increased over the previous year. No violations were found. Mr. Phillips went over the audit in detail.

Commissioner Hasch moved to accept the audit and to authorize the mayor to sign the management representation letter. Commissioner Wentz seconded. Motion carried.

Board of Building Trades Appointment

Bruno Rehbein stated that both Cheryl Lanoue and Steven Conner's terms are expiring, and both have agreed to continue to serve.

Commissioner Lambertz moved to reappoint Cheryl Lanoue and Steven Conner to the Board of Building Trades for three-year terms. Commissioner Wentz seconded. Motion carried.

Financial Services Agreement with Piper Sandler for WWTP Phase 2

Piper Sandler has been selected to administer financial services for phase 2 of the project. Dustin Avey explained that with the COVID issue, the bond market has shown very low interest rates for 20-year financing. We hope to be able to authorize the financing process to start in July. The bond sale could possibly happen in September.

Commissioners asked if he knew how the market would be later in the summer. Mr. Avey said we could push for a quicker process, and possibly finance the project based on budget estimates rather than waiting on the bids. He hopes the low rates continue.

Commissioner Snavelly moved to authorize the finance director to sign the financial services agreement with Piper Sandler for services associated with the issuance of general obligation bonds for the treatment plant phase 2 project for \$40,000. Commissioner Hasch seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange discussed the COVID testing numbers. The legislature will be meeting tomorrow to discuss the phases for reopening, as well as bills including a tax bill. She said that we want to see what happens with tomorrow's legislative discussion to figure out the opening of the pool this summer. There is currently a 45 count limit for gathering by the pool opening date. The new equipment has been delayed until June for delivery. The baby pool slide will be removed due to damage over the winter, and repairs most likely will take several weeks.

Staff Reports

Chris Atkins shared his ideas for activity via social media during this time.

Amber Farha presented budget dates for this year's budget discussions.

Mayor/Commissioner Comments & Reports

Commissioners thanked staff during this time.

Mayor Matthew said he was looking forward to opening back up.

Commissioner Lambertz stressed the importance of local rule during times like this, where local leaders know the pulse of the community.

Commissioner Wentz thanked EMS, as well as the auditor. She thanked Chris for the ideas he presented.

ADJOURN

There being no further business, at 6:32 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, June 3, 2020

5:30 p.m.

The governing body met in regular session on June 3, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Amber Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Monte Wentz, Charlene Trost, Jay Trost, Kim Reynolds. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Chris Atkins, Recreation Director; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added a second executive session for confidential business data.

Commissioner Hasch moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Brown Grand Theatre Seating

Monte Wentz was on hand to give an update on the replacement seating project of the theatre. He said of the \$233,000 total project cost, \$216,966 has been raised, with \$16,218 remaining. The seats have been ordered. The floors will be refinished before the seats are installed, which should be in September.

The old seats are being sold for the final fundraiser, as well as a Go Fund Me page for donations.

ACTION AGENDA (*Action Expected*)

Minutes of May 20, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from May 20, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #10

Commissioner Wentz moved to approve appropriation ordinance #10. Commissioner Snavelly seconded. Motion carried.

Board of Zoning Appeals Appointment

Two positions expired several months ago. Both Tammy Britt and Cami Thurner have agreed to be reappointed. Ms. Thurner was unable to return the expression of interest in time to make the packet.

Commissioner Snavelly moved to reappoint Tammy Britt to the board of zoning appeals. Commissioner Wentz seconded. Motion carried.

Airport Advisory Board Appointment

Steve Richard, member since 2008, and Jason Rourke, member since 2016, have expressed interest to be reappointed.

Commissioner Lambertz moved to reappoint Steve Richard and Jason Rourke to four-year terms on the airport advisory board. Commissioner Wentz seconded. Motion carried.

Wastewater Treatment Plant HVAC Bids

An AC unit quit last summer. Jeremy Arnold stated he was waiting to see what the phase 2 plan called for, to avoid repurchasing if the new unit wasn't sufficient. The new plan shouldn't affect it. Both units in the bids have a five-year warranty. Callebresi's quote came with a one-year parts and labor replacement.

Two bids were received, and were as follows:

Hood's Heating and Air	\$6,818.00
Callebresi Heating and Air	\$9,440.00

Commissioner Lambertz moved to approve the purchase of the HVAC system for the wastewater treatment plant based on the low bid from Hood Heating and Air for \$6,818.00. Commissioner Hasch seconded. Motion carried.

Resolution 2020-2098 - Civil Rights Policy

There was presented to the City Commission a Resolution adopting a civil rights policy.

Justin Ferrell suggested adding the City Hall address in the policy statement.

Commissioner Wentz moved to approve Res. 2020-2098 as amended. Commissioner Snively seconded. Motion carried.

Development Agreement for Nextlink

The agreement is between the City, Cloud County, CloudCorp, and Nextlink Internet. The company will be erecting a new facility in the north development. The company will be providing rural internet, and will be based out of Concordia.

They will be submitting an annual report to each entity.

Commissioner Snively moved to authorize the mayor to sign the development agreement with Nextlink Internet. Commissioner Hasch seconded. Motion carried.

Ms. Reynolds stated Cloud County has received \$132,000 in CDBG funds from the state to award grants for businesses affected by the pandemic.

REPORTS

Manager's Report

Amy Lange said team practices have started, and lifeguards are now training.

Staff Reports

Amber Farha presented the new budget dates, changed from the last meeting. They will be July 15, 20, and 23. She also said we are in fairly good shape with March's sales tax, up from last year. It is anticipated we might see a drop in April.

Ric Fredrickson presented numbers of tickets from the recent Ticket or Click It program. Three drug arrests were made due to these stops.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz said he felt fortunate to live in our small community, as the recent pandemic and civil unrest have not affected our community like the larger ones.

Mayor Matthew said people had brought to his attention the uneven spots in the new tennis courts. The contractor is aware, stating we need to go through some extreme temperatures. He echoed Commissioner Lambertz's comments.

Commissioner Hasch said she was encouraged that things are moving forward, such as the filling of the pool.

EXECUTIVE SESSION

Confidential Business Data (1)

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange, Justin Ferrell, and Jay Trost in attendance, and to reconvene in the city commission chamber at 6:15 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

Time: 6:04 p.m.

The commission returned to amend the motion to invite Charlene Trost. Commissioner Lambertz made the motion. Commissioner Wentz seconded. Motion carried.

The commission reconvened at 6:15 p.m.

Mayor Matthew announced there was no binding action taken.

Confidential Business Data (2)

Commissioner Hasch moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange, Justin Ferrell, Jay Trost, and Charlene Trost in attendance, and to reconvene in the city commission chamber at 6:25 p.m.

Commissioner Lambertz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:15 p.m.

The commission reconvened at 6:25 p.m.

Mayor Matthew announced there was no binding action taken.

Commissioner Snavelly moved to approve the development agreement between the City and 4 Kids Properties, LLC for a proposed convenience store and fueling station as presented with an estimated and probable cash and in-kind contribution by the City of \$15,000. Commissioner Wentz seconded. Motion carried.

Confidential Business Data

Commissioner Hasch moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:45 p.m. Commissioner Lambertz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:27 p.m.

The commission reconvened at 6:45 p.m.

Mayor Matthew announced there was no binding action taken.

ADJOURN

There being no further business, at 6:46 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, June 17, 2020

5:30 p.m.

The governing body met in regular session on June 17, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Tonya Merrill, Jim Jackson, Denise de Rochefort-Reynolds, Creighton Remus, Sheila Jackson, Robert Frasier, Arlene Clayton, Angela Eck, John Van Meter, Terry Koch, Rosella Hubert, Kim Reynolds, Sue Gustafson, Shane Haug. Staff present: Ron Copple, Public Works Director; Jeremy Arnold, Utilities Director; Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Lambertz moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

Arlene Clayton had comments.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Housing Authority Budget Request

Sheila Jackson, property manager of Cloud Village, requested the same as last year, \$6,200. She said the board had been able to renovate five apartments over the last two years, and listed other improvements, such as bedroom windows and doors. The board is actively bringing the facility up to current standards.

Frank Carlson Library Budget Request

Denise de Rochefort-Reynolds, librarian, presented the library's budget for 2021. She said the board expected increased funding from other sources, and was able to hold the operating budget to 2020 numbers, though they have asked for an increase in the benefit fund line. Insurance continues to be a big part of the budget, and the board is making an attempt to find less expensive alternatives.

Senior Center Budget Request

The new director of the center, Angela Eck, was on hand for the center's request. She said there would be no increase from the requested amount of \$10,000 in 2020. What they receive from the city goes towards staff. Numbers on meals was presented, similar in previous years, which is about 11,000.

CloudCorp Annual Report and Budget Request

The annual report was given by Kim Reynolds, executive director of CloudCorp. She discussed projects over the last year, including the Get in the Cloud grant. Concordia Technologies expanded, among others. Nextlink will be coming to town with a new building in the north development. She said there are several things in the works for Concordia. CloudCorp worked with several businesses for revolving loan fund loans during the pandemic. They were granted \$132,000 in grant dollars from the state for those in need due to the events of the last several months. The neighborhood revitalization program will be changed from three years to five years on projects. CloudCorp was responsible for receiving several grants for projects around town.

CloudCorp is requesting the same as the last several years, which is \$55,000, as well as \$3,000 for the Small Business Center. She said the board was in agreement that this year's request would be decreased from \$55,000 to \$50,000 due to a possible decrease in revenues by the City.

Resource Center Budget Request

Tonya Merrill said the center has made the same request of \$20,000 as last year. She said 118 boxes for the mobile pantry were dispersed. The plan is to send out another 118 boxes. Thirty-five percent of folks she has seen in the last 60 days are people who have never needed the center. School bags will be packed this year again.

ACTION AGENDA *(Action Expected)*

Minutes of June 3, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from June 3, 2020. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #11

Commissioner Snavelly moved to approve appropriation ordinance #11. Commissioner Hasch seconded. Motion carried.

Water Tower Maintenance Contract

The City has been under contract with Suez Utility Service since 2016 for maintenance on both water towers. Jeremy Arnold stated the contract needed to be terminated, and a new contract will be put in place. Maintenance includes painting of the east water tower, which was to happen this year. With the new runway, it will need to be painted checkered with FAA-approved orange and white paint. The cost of this specific paint job has increased the contract, by around \$20,000.

Commissioner Lambertz moved to authorize the mayor and two commissioners to sign the termination agreement with Suez Utility Service Co., effective today. Commissioner Hasch seconded. Motion carried.

Commissioner Snavelly moved to approve the tower maintenance contract with Suez Utility Service Co., effective tomorrow. Commissioner Wentz seconded. Motion carried.

Incode Financial Software Purchase

Stacey Smith explained that the current software, Fund Balance, plans to phase out as aging tech support staff retire. She said within 5-7 years the City would be forced to find other software. She asked Incode for a quote, as our current new court software is Incode, and all applications would interface. Two other quotes from companies were received, but neither met our needs. The TIF district expires this year, leaving funds which can be used for projects. She said the \$83,959 purchase price, which includes training and data conversion, could be paid from these funds. Amber Farha estimates that there will still be over \$100,000 to be used elsewhere.

Commissioner Lambertz moved to approve the purchase of the Incode software from Tyler Technologies for a contract fee of no more than \$83,959, and authorize the city manager to sign the contract. Commissioner Snavelly seconded. Motion carried.

Res. 2020-2099 Request to County for Annexation

There was presented to the City Commission a Resolution requesting that the county approve the annexation of property owned by 4 Kids Properties LLC.

This property will house a truck stop in the north development.

Commissioner Lambertz moved to approve Res. 2020-2099. Commissioner Hasch seconded. Motion carried.

Addendum 2 to Nex-Tech Wireless Tower Space Lease Agreement

The addendum allows Nex-Tech to change the towers on the east water tower, due to newer cellular technology.

Commissioner Snavelly moved to approve addendum 2 to the Nex-Tech Wireless tower space lease agreement for the east water tower. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said she attended a tax sale this week at the courthouse. Four properties were being sold that the City had special assessments against. Only one was sold, and \$1200 is owed against it over the last year. Over \$33,000 was lost, as older special assessments cannot be recouped. She discussed the upcoming TIF projects, one for a downtown alley, and one for a parking lot for the Brown Grand Theatre. She said mass gatherings would be relaxed next Monday, and asked the commission if they wished to move back to the dais. The consensus is to return to normal setup.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz said he was thankful to live in this community with the current unrest around the country.

Mayor Matthew said he supported our law enforcement and EMS, and asked people to support the upcoming Battle of the Badges softball game.

ADJOURN

There being no further business, at 7:09 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, July 1, 2020

5:30 p.m.

The governing body met in regular session on July 1, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Lambertz, and Wentz. Commissioner Snavelly attended remotely.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Jim Lowell, Toby Nosker, Robert Frazier, Gary Caspers, RJ Robinson. Staff present: Bruno Rehbein, Building Inspector; Ric Fredrickson, Police Chief; Eric Voss, Fire Chief; Jeremy Arnold, Utilities Director; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Wentz moved to approve the agenda. Commissioner Hasch seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA (*Action Expected*)

Minutes of June 17, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from June 17, 2020. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #12

Commissioner Snavelly moved to approve appropriation ordinance #12. Commissioner Hasch seconded. Motion carried.

Ord. 2020-3160 Annexation of 4 Kids Properties

AN ORDINANCE OF THE CITY OF CONCORDIA, KANSAS, ANNEXING PROPERTY INTO THE CITY OF CONCORDIA, KANSAS, PURSUANT TO K.S.A. 12-519 ET SEQ.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Lambertz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3160, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Res. 2020-2100 TIF Redevelopment Plan Alley/Sewer Project

There was presented to the City Commission a Resolution with intent to undertake an alley/sewer tax increment financing project.

The resolution sets the public hearing date for the project. The alley/sewer project is funded partially by a community development block grant. Both projects address blight.

Thereupon, on motion of Commissioner Hasch, seconded by Commissioner Snavelly, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

The Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2100, and was signed and approved by the Mayor and attested by the Clerk.

Res. 2020-2101 TIF Redevelopment Plan 6th Street Parking Lot Project

There was presented to the City Commission a Resolution with intent to undertake a 6th Street Parking lot tax increment financing project.

The city owns one house by the Brown Grand Theatre and is in the process of purchasing the one directly next door to the east. At that point, both can be demolished and the parking lot at the theatre will be enlarged.

Thereupon, on motion of Commissioner Lambertz, seconded by Commissioner Wentz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Snaveley, Lambertz, and Wentz.

Nay: None.

The Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2101, and was signed and approved by the Mayor and attested by the Clerk.

Fireworks Rain Date

The fireworks location this year will be in the city limits at the fairground. Eric Voss said Friday's forecast calls for rain. He suggested July 5 for an alternate date.

Commissioner Hasch moved to set July 5 as a rain date. Commissioner Wentz seconded. Motion carried.

Approval to Authorize and Sign CDBG Requests

The form names the City's current check signers as authorized signers for CDBG requests, and is required for the grant for the downtown alley and sewer project.

Commissioner Hasch moved to allow the authorized signers to approve the requests for payments as needed, and to allow the Clerk or others if the Clerk is unavailable to write CDBG payment checks within the three-day allowable time period. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said the County is receiving \$1.7 million COVID funds from the state. She is working on a plan for allowable expenses which would cover the City's portion we may receive. She discussed the governor's recent executive order, which mandates face masks for all in a public setting. Details will be given at tomorrow's press conference. This could affect the pool reopening and sports complex activities after all employees are out of quarantine. The county commission meets Monday morning and can overturn the executive order.

Staff Reports

Bruno Rehbein provided a list of blighted properties, and has sent letters to property owners to see if they would be interested in removing the properties under a CDBG. We will be applying for this grant for next year.

Ric Fredrickson introduced RJ Robinson, our newest police officer, who will start the academy Monday.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz wished everyone a safe holiday.

Mayor Matthew asked that all be sensitive to veterans and those with pets, concerning fireworks this weekend.

Commissioner Hasch stated the use of face masks was important and should be followed.

ADJOURN

There being no further business, at 5:59 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk



**MINUTES
CITY COMMISSION SPECIAL MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, July 15, 2020

3:00 p.m.

The governing body met in special session on July 15, 2020, at 3:00 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Also Present: Amy Lange, Stacey Smith, Amber Farha, Bruno Rehbein, Ron Copple, Eric Voss, Ric Fredrickson, Chris Atkins, Toby Nosker.

**CALL FOR SPECIAL CITY COMMISSION MEETING
CITY OF CONCORDIA, KANSAS**

TO THE BOARD OF CITY COMMISSIONERS:

Special meeting of the Board of Commissioners is hereby called to be held as follows:

Place: City Hall, Concordia, Kansas
Date: July 15, 2020
Time: 3:00 o'clock P.M

The object of said meeting will be as follows:

1. Call to Order
2. 2021 Budget
3. Adjourn

MARSHA WENTZ
COMMISSIONER

S. CHRISTY HASCH
COMMISSIONER

KEATON SNAVELY
COMMISSIONER

CHARLES P. LAMBERTZ
COMMISSIONER

MARK R. MATTHEW
COMMISSIONER

RETURN OF SERVICE

The undersigned received the notice of Special City Commission meeting via email, of which the foregoing is a copy, at 10:00 o'clock a.m., July 14, 2020.

Served the same personally on Mark Matthew. /s/ Stacey Smith.

Served the same personally on Christy Hasch. /s/ Stacey Smith.

Served the same personally on Keaton Snavelly. /s/ Stacey Smith.

Served the same personally on Chuck Lambertz. /s/ Stacey Smith.

Served the same personally on Marsha Wentz. /s/ Stacey Smith.

2021 BUDGET

Amber Farha presented the budget, detailing the high points. She stated the value of our mill will increase from \$23,920 to \$28,824 with the completion of the TIF district this year, resulting in approximately \$230,000 additional funds. She recommended no mill increase for next year.

Transfers will be increased to the capital improvement fund, and she highlighted the projects recommended by staff. There will be about \$510,000 available to use. Some debt service will drop off, creating more cash balances in the general fund, allowing for more projects. Equipment reserve transfers will be maintained at current levels.

The TIF fund currently has \$350,000 remaining, the balance to be used for the downtown alley/sewer project and the new Brown Grand parking lot.

Ms. Farha stated the City is in good financial shape.

Health care and the wastewater treatment plant upgrades will be discussed at next week's budget meeting.

ADJOURN

There being no further business, at 4:04 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, July 15, 2020

5:30 p.m.

The governing body met in regular session on July 15, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, and City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, Jake Lauer, Kim Reynolds, Dwight Whitead. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Eric Voss, Fire Chief.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Wentz moved to approve the agenda. Commissioner Hasch seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Public Hearing for Neighborhood Revitalization Plan

Mayor Matthew opened the public hearing.

The plan provides for a property tax break for those who apply. Kim Reynolds said 98 projects have been applied for over the years, with only one being rejected. In the past, the tax break was for three years, but is being increased to five years. The rebate is 95% the first year, 70% the second, 60% the third, 50% the fourth, and 25% on the fifth year. The program is for residential, farm, commercial, and agricultural. Ms. Reynolds explained that one portion of the county must be excluded. Up until now, the TIF district was the exclusion, but with its conclusion this year, the Jamestown Wildlife area is now named.

The program has increased property values in the county by \$12 million. She vowed to market the program better than has been done in the past.

Mayor Matthew closed the public hearing.

ACTION AGENDA (*Action Expected*)

Ord. 2020-3161 Neighborhood Revitalization Plan

AN ORDINANCE OF THE CITY OF CONCORDIA, KANSAS, ADOPTING THE "NEIGHBORHOOD REVITALIZATION PLAN FOR CLOUD COUNTY, KANSAS, 2021" AND AUTHORIZING ENTERING INTO AN INTERLOCAL AGREEMENT FOR THE ADMINISTRATION OF THAT PLAN.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Hasch. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3161, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Minutes of July 1, 2020 Meeting

Commissioner Hasch moved to approve the minutes from July 1, 2020. Commissioner Snavelly seconded. Motion carried.

Appropriation Ordinance #13

Commissioner Wentz moved to approve appropriation ordinance #13. Commissioner Snavelly seconded. Motion carried.

Onyx Mastic Surface Seal Approval

Ron Copple said Hall Brothers from Marysville had introduced this surface seal which helps with the oxidizing of the pavement, and he wanted to try it out on Republican Street from 11th to 18th to see how well it works. The City could do more streets in the future if we are happy with it. The company said it has proven to still seal after five years.

Commissioner Snavelly moved to authorize the city manager to sign the proposal from Hall Brothers, Inc. in the amount of \$14,452.42. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said she met today with the County about the CARES funds, of which the county will receive \$1.748 million from the State. The County is dispersing these funds, and the City will receive \$293,000 for allowable expenses.

Staff Reports

Ric Fredrickson gave an update on the recent animal shelter upgrades, which includes flooring, painting, and new bathroom fixtures.

Mayor/Commissioner Comments & Reports

Commissioner Wentz thanked those who donate funds to the shelter.

Commissioner Lambertz said he had been approached by those wondering if the city commission would mandate mask wearing. He said he didn't feel it was government's job to legislate morality, but urged people to do the right thing.

Mayor Matthew got an update on the building to be removed at 6th & Valley, which has been covered with graffiti recently. He also discussed some downtown storefronts which need beautification. He echoed Commissioner Lambertz's comments.

EXECUTIVE SESSION

Confidential Business Data (1)

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:35 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:12 p.m.

The commission reconvened at 6:35 p.m.

Mayor Matthew announced there was no binding action taken.

Confidential Business Data (2)

Commissioner Lambertz moved that the city commission recess into executive session to discuss confidential business data or trade secrets of a business, K.S.A. 75-4319 (b)(4) with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:50 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:36 p.m.

The commission reconvened at 6:50 p.m.

Mayor Matthew announced there was no binding action taken.

ADJOURN

There being no further business, at 6:51 p.m. it was moved and seconded to recess to the budget meeting of July 20 at 3:00 p.m. at City Hall.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Monday, July 20, 2020

3:00 p.m.

The governing body met in recessed session on July 20, 2020, at 3:00 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, and Finance Director Farha.

There being a quorum present, Mayor Matthew called the meeting to order.

Also Present: Toby Nosker. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

2021 BUDGET

Amber Farha stated the balance for the wastewater treatment upgrades is \$642,000. If bids for phase 2 improvements come in under budget, we could possibly increase the fee on utility bills by \$3 rather than \$4 per month. The project estimate is \$4.413 million, and we will bond about \$4 million, with a very favorable interest rate.

Stacey Smith discussed health insurance. We have been notified the premium will increase 3.6% for 2021, resulting in a \$26,000 change. Ms. Farha presented a spreadsheet showing the City taking the entire increase, as well as a portion being passed on to employees. Due to the increased costs, Ms. Smith asked Alisha Bond at HUB, our benefits broker, to provide alternatives. Blue Cross provided a breakdown of costs of self-funding, and for a small change in prescription coverage. Self-funding would result in higher premiums than current. Ms. Smith recommended the Results RX package, which would decrease our substantial prescription drug usage to encourage the purchase of more generics, keeping costs down. This change would drop premiums .5% from the current year, or about \$3,000. The commission requested more information, including how many employees would be affected by the increased costs of specialty drugs.

Ms. Farha stated since everything had been discussed in these two budget meetings, the next scheduled meeting for Wednesday, July 22, would not be needed.

ADJOURN

There being no further business, at 3:36 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, August 5, 2020

5:30 p.m.

The governing body met in regular session on August 5, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Absent: Commissioner Snavelly.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Also Present: Toby Nosker, Jim Lowell, Dwight Whitead, Kim Reynolds. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Public Hearing for TIF Redevelopment Project Plans

Mayor Matthew opened the public hearing.

A community development block grant was received for the downtown alley and sewer project, in the amount of \$566,660.00. The project will be completed with CIP, water funds, and \$100,000.00 from the TIF fund, for a total estimated cost of \$1,032,685.00. The 6th Street parking lot, which will be constructed after two houses are demolished to the west of the Brown Grand Theatre, will be paid for entirely with TIF funds, at an estimated cost of \$265,100.00.

Both projects address blight. The TIF district, established in 2000, expires this month. Since its inception, twenty-six projects have been completed, at a cost of \$9 million. These would be the final projects, and should use nearly all the remaining balance.

A letter of support from Chaput-Buoy Funeral Home was read.

Mayor Matthew closed the public hearing.

ACTION AGENDA *(Action Expected)*

Ord. 2020-3162 TIF Redevelopment Plan Alley/Sewer Project

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF CONCORDIA, KANSAS ADOPTING A REDEVELOPMENT PROJECT PLAN FOR THE DOWNTOWN ALLEY/SEWER PROJECT, FOR USE IN CONJUNCTION WITH A PREVIOUSLY ESTABLISHED REDEVELOPMENT DISTRICT, AND MAKING CERTAIN FINDINGS IN CONJUNCTION THEREWITH.

Thereupon, Commissioner Lambertz moved that said Ordinance be passed. The motion was seconded by Commissioner Hasch. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3162, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Ord. 2020-3163 TIF Redevelopment Plan 6th Street Parking Lot Project

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF CONCORDIA, KANSAS ADOPTING A REDEVELOPMENT PROJECT PLAN FOR 6TH STREET PARKING LOT PROJECT, FOR USE IN CONJUNCTION WITH A PREVIOUSLY ESTABLISHED REDEVELOPMENT DISTRICT, AND MAKING CERTAIN FINDINGS IN CONJUNCTION THEREWITH.

Thereupon, Commissioner Lambertz moved that said Ordinance be passed. The motion was seconded by Commissioner Wentz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3163, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Public Hearing and Approval of 2021 Budget

Mayor Matthew opened the public hearing.

There will be no mill levy increase. Transfers to the equipment replacement fund and capital improvement projects have been increased. A COLA of 1.8% is included. Operating expenses were held constant. We should have at least \$800,000 in reserves at the end of 2021.

Mayor Matthew closed the public hearing.

Commissioner Hasch moved to accept the 2021 budget as presented. Commissioner Wentz seconded. Motion carried.

Concordia Revolving Loan Fund Conversion and Grant

Kim Reynolds discussed the status of the revolving loan fund. At the beginning of the pandemic, the commission agreed to loan funds to businesses needing help. A total of nine no-interest loans were awarded:

Easy G Sports Grill	\$25,000
El Puerto Mexican Restaurant	\$12,500
Britt's Fountain and Gifts	\$12,000
Taco Grande	\$25,000
Jitters Coffee House and Lounge	\$25,000
Servicemaster	\$25,000
Urban Couture Salon and Spa	\$25,000
Cozy Corner Learning Center	\$25,000
Super 8 Motel	\$25,000

The loans fell under the LMI guidelines, and all reimbursable expenses needed to be proven. Recently, Concordia businesses were unable to qualify for Cloud County COVID grant funds due to the balance in the CRLF. The Department of Commerce has alluded to the possibility of taking back the funds, resulting in losing the ability to help local businesses.

Ms. Reynolds suggested forgiving the recent loans, calling them grants, and putting out a Round 2 to award more grants up to \$15,000. All would still be subject to the current guidelines.

After discussion, commission consensus was to make Round 2 grants up to \$25,000, to match the loan amounts earlier this year. The deadline will be November 1, and the progress will be discussed at the November 4 commission meeting.

Commissioner Wentz moved to approve to grant the CRL funds in Round 1 to the nine applicants, and to continue the grant funding with Round 2 of up to \$25,000, with a deadline of November 1. Commissioner Hasch seconded. Motion carried.

Minutes of July 15 special meeting, July 15, and July 20, 2020 Meeting

Commissioner Lambertz moved to approve the minutes of the July 15 special meeting, July 15, and July 20, 2020. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #14

Commissioner Wentz moved to approve appropriation ordinance #14. Commissioner Lambertz seconded. Motion carried.

MOU for Acceptance of Coronavirus Relief Funds

Coronavirus relief funds of \$1.7 million is being dispersed to Cloud County. Of that amount, \$293,065.74 will be given to the City, provided we have eligible expenses. Amy Lange listed several things which we could purchase with these funds, including picnic tables, bleachers, video equipment for the commission room, digital tickets for police officers, ventilators for ambulances, and software for online registrations and permits.

Commissioner Hasch moved to approve the MOU between the City of Concordia and Cloud County to accept Coronavirus Relief Funds, and authorize the mayor to sign the MOU. Commissioner Lambertz seconded. Motion carried.

Ord. 2020-3164 Zoning Change 4 Kids Properties LLC
AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF CERTAIN SPECIFICALLY DESCRIBED PROPERTY IN THE CITY OF CONCORDIA, KANSAS, AND ORDERING THE OFFICIAL CITY ZONING DISTRICT MAP TO BE CHANGED TO REFLECT SUCH AMENDMENTS.

Thereupon, Commissioner Lambertz moved that said Ordinance be passed. The motion was seconded by Commissioner Wentz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.
Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3164, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

O'Connor Animal Shelter HVAC System
The shelter has aging air conditioners, including window units. They have reached beyond their life span. The City received two quotes:

Callabresi Heating	\$7,651.98	60,000 BTU
Hood Heating and Air	\$7,178.00	90,000 BTU

Staff recommended the low quote.
Commissioner Wentz moved to approve the purchase of the HVAC system as presented from Hood Heating and Air for \$7,178.00. Commissioner Hasch seconded. Motion carried.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Health Insurance Renewal
Stacey Smith said Blue Cross had given us a proposal to switch to the Results RX plan in order to save .5% over current rates. We had received a 3.6% increase for the next plan year, keeping all coverages the same. Blue Cross provided a breakdown of those who would be most affected by the change. It would mostly affect five different prescriptions, but each one listed was shown to have an alternative which would be covered under the \$15 copay. Nearly 400 prescriptions would not be affected. The one notable change over the current coverage is only a 30-day supply could be obtained with the copay, rather than a 100-day supply. It was recommended to switch, saving us approximately \$30,000 for the 2020-2021 plan year. The commissioners agreed, hoping our costs would start coming down.

Financial Quarterly Report
Amber Farha presented the financial report. She was able to show that sales tax, an earlier concern due to the pandemic, is slightly ahead of last year's collections. Property taxes are down, though not significantly. She expressed no concern in the general fund, and said we are in good shape considering earlier reports that government entities could see significant losses in revenue.

REPORTS

Manager's Report
None.

Staff Reports
Bruno Rehbein said the building at 6th & Valley has been demolished.

Mayor/Commissioner Comments & Reports
Commissioners congratulated Ron Copple on last night's win in the primaries for county commissioner.

Commissioner Wentz gave an update on the Brown Grand Theatre renovation project.
Commissioner Lambertz said he felt fortunate to work with staff and commissioners who are efficient with and make the best use of the funds.

Mayor Matthew said he'd had calls about all the mosquitoes. Ron Copple stated the sprayer runs almost every night.

ADJOURN

There being no further business, at 6:38 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, August 19, 2020

5:30 p.m.

The governing body met in regular session on August 19, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, and Lambertz.

Absent: Commissioner Wentz.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Also Present: Toby Nosker, Jim Lowell, Dwight Whitead, Dustin Avey. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Lambertz moved to approve the agenda. Commissioner Snavelly seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA (*Action Expected*)

Minutes of August 5, 2020 Meeting

Commissioner Snavelly moved to approve the minutes from August 5, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #15

Commissioner Lambertz moved to approve appropriation ordinance #15. Commissioner Snavelly seconded. Motion carried.

OCCK Bike Share Program

Last year OCCK partnered with Zagster and installed bicycles for rent in two locations; downtown and at the college. Zagster has gone out of business, and Tandem Mobility has agreed to take over. The City has an agreement with OCCK since one location is on City property across from City Hall.

Commissioner Lambertz moved to approve to the license agreement with OCCK to place and maintain rentable bicycles and related equipment located within the City-owned parking lot at 7th & Washington. Commissioner Hasch seconded. Motion carried.

Res. 2020-2102 Authorizing Improvements to Wastewater Disposal Works

Thereupon, there was presented a Resolution entitled:

A RESOLUTION OF THE CITY OF CONCORDIA, KANSAS, AUTHORIZING IMPROVEMENTS TO THE CITY'S WASTEWATER DISPOSAL WORKS; AND PROVIDING FOR THE PAYMENT OF THE COSTS THEREOF.

Thereupon, Commissioner Snavelly moved that said Resolution be adopted. The motion was seconded by Commissioner Hasch. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: Commissioners Matthew, Hasch, Snavelly, and Lambertz.

Nay: None.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2020-2102 and was signed by the Mayor and attested by the Clerk.

Res. 2020-2103 Authorizing Offering Bonds for Sale

The matter of providing for the offering for sale of General Obligation Bonds, Series 2020, came on for consideration and was discussed.

Commissioner Hasch presented and moved the adoption of a Resolution entitled:

A RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF CONCORDIA, KANSAS.

Commissioner Lambertz seconded the motion to adopt the Resolution. Thereupon, the Resolution was read and considered, and, the question being put to a roll call vote, the vote thereon was as follows:

Aye: Commissioners Matthew, Hasch, Snively, and Lambertz.

Nay: None.

The Mayor declared the Resolution duly adopted by the Governing Body and the Clerk designated the same Resolution No. 2020-2103.

Certificate Deeming Preliminary Official Statement Final

Dustin Ivey, bond counsel, said the official statement is given to investors in order to make a determination to bid. He is hopeful of favorable rates of around 2%, and said the market is really strong.

Commissioner Snively moved to authorize the mayor to sign the Certificate Deeming Preliminary Official Statement Final. Commissioner Lambertz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said there would be a tour of the treatment plant and the animal shelter on October 21 before the regular meeting, to see the upgrades. She said the 150th celebration planning is in final planning stages, with merchandise and events chosen. Events have been scaled back due to the pandemic.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz said it was exciting to be moving forward on the treatment plant project.

Mayor Matthew said we have been fortunate with our sales tax collections. We need to encourage citizens to participate in the Census.

Commissioner Hasch asked about this year's pool attendance. Stacey Smith said she didn't have numbers in front of her, but had done a daily average, and this year was much better attended than recent years.

ADJOURN

There being no further business, at 5:47 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, September 2, 2020

5:30 p.m.

The governing body met in regular session on September 2, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Absent: Commissioner Snavelly.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Also Present: Toby Nosker, Jim Lowell, Kim Reynolds, Rick Barrett. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

ACTION AGENDA (Action Expected)

Minutes of August 19, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from August 19, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #16

Commissioner Wentz moved to approve appropriation ordinance #16. Commissioner Hasch seconded. Motion carried.

Dumbbells Revolving Loan Fund Disaster Relief Grant

Kim Reynolds reminded the commission that at the August 5 meeting, they had voted to forgive the nine revolving fund loans taken out during the pandemic, and had set up a plan for grants of up to \$25,000 for qualifying businesses. Dumbbells Fitness has provided the necessary paperwork, and qualifies for around \$10,000 according to receipts thus far. The owner will have until December 15 to submit the remainder of the paperwork in order to receive the full amount. The grant allows Dumbbells to retain 1.25 fulltime LMI positions.

Commissioner Hasch moved to approve a grant up to \$25,000 for Dumbbells Fitness contingent on Dumbbells Fitness submitting working capital invoices and receipts for approval by CloudCorp on or before December 15, 2020. Commissioner Wentz seconded. Motion carried.

Approval of Coronavirus Relief Fund Direct Aid Purchases

Recently, the County received \$1.7 million in relief funds from the State. Of that, the City was granted \$293,000 to spend on qualifying purchases related to the pandemic. Amy Lange said most items are over \$5,000, therefore requiring commission approval. The funds must be spent before we will receive reimbursement. The following are items slated to purchase:

<u>Item Description</u>	<u>Quoted Price</u>
City Commission Meeting Room Furniture	\$16,781.70
Digiticket Software System	\$31,025.00
Legal Services	\$ 570.00
Video Conference Equipment	\$ 5,596.44
Transport Ventilator for Ambulance	\$12,711.75
Defibrillator/Monitor Zoll-X for Ambulance (x2)	\$68,490.50
Backseat Covers for Patrol Vehicles	\$ 3,540.36
Picnic Tables & Benches	\$51,232.00
Bleachers & Benches	\$29,800.00

Thermometers and face masks for employees have already been purchased.

Commissioner Lambertz moved to approve the purchases as presented contingent upon approval by the State Office of Recovery. Commissioner Wentz seconded. Motion carried.

East Water Tower Maintenance Contract Addendum

Earlier in the year, we were notified our east water tower would need to be painted orange and white checkered, due to being close to the airport. An addendum to our maintenance contract was approved by the commission, at an added cost for the special paint. Recently, it was determined that this paint scheme will not be required. This addendum adjusts for regular maintenance. The city logo will be added, as well as new lighting.

Commissioner Lambertz moved to approve the amended contract with Suez Utility Service Co. Commissioner Hasch seconded. Motion carried.

Charter Ord. No. 27 – Naming City Website as Official Publication Site

A CHARTER ORDINANCE EXEMPTING THE CITY OF CONCORDIA, KANSAS FROM THE PROVISIONS OF K.S.A. 12-1651, ET. SEQ. AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS WHICH RELATE TO THE NAMING OF AN OFFICIAL CITY NEWSPAPER, AND REPEALING ANY ORDINANCE IN CONFLICT THEREWITH.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Hasch. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed by two-thirds of the governing body, and the Ordinance was then duly numbered Charter Ordinance No. 27, was signed by the Mayor and attested by the Clerk and was directed to be published two times in the official newspaper of the City.

Resolution 2020-2104 Deposits and Investment Policy

There was presented to the City Commission a Resolution approving Commission Policy Statement 2020-3.

Thereupon, on motion of Commissioner Lambertz, seconded by Commissioner Wentz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2104 was signed and approved by the Mayor and attested by the Clerk.

Resolution 2020-2105 Debt Management Policy

There was presented to the City Commission a Resolution approving Commission Policy Statement 2020-4.

Thereupon, on motion of Commissioner Lambertz, seconded by Commissioner Wentz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2105 was signed and approved by the Mayor and attested by the Clerk.

REPORTS

Manager's Report

Amy Lange discussed the League committees of which she is a part. She said the airport groundbreaking will be September 11, with a ribbon cutting as well for the new runway, which will soon be constructed.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

None.

ADJOURN

There being no further business, at 5:57 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, September 16, 2020

5:30 p.m.

The governing body met in regular session on September 16, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Also Present: Toby Nosker, Jim Lowell, Robert Hamilton, Monte Wentz, Bob Frasier, Kim Reynolds, Emily Benedick. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added an action item to approve a revolving loan fund grant for Taco Johns.

Commissioner Hasch moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

Monte Wentz updated the commission on the seating project at the Brown Grand Theatre. He stated they had met their fundraising goal. The floor has been painted, and the seats are now being installed.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

KDOT Triple A Awards

Bob Hamilton from KDOT was on hand to present a AAA Kansas Community Traffic Safety Award to Ric Fredrickson. Mr. Hamilton said we were one of 38 police departments in the state that received the award, earned by addressing local traffic issues.

Public Hearing for Application for Community Block Development Grant

Mayor Matthew opened the public hearing.

There were no public comments.

Mayor Matthew closed the public hearing.

ACTION AGENDA *(Action Expected)*

North Central Regional Planning Commission Administration Agreement

North Central Regional Planning Commission Inspection Services Agreement

Emily Benedick of NCRPC discussed the CDBG program for demolition, stating if awarded, we should receive funds to demo ten houses. The City has already heard from several property owners anxious to take part in this program. There is an October 30 deadline for the application, and we will know by mid-January if we receive the grant.

Commissioner Lambertz moved to approve the administration and inspection services agreements with NCRPC. Commissioner Snavelly seconded. Motion carried.

Resolution 2020-2106 Certifying Legal Authority to Apply for CDBG Program

Thereupon, there was presented a Resolution entitled:

A RESOLUTION CERTIFYING LEGAL AUTHORITY TO APPLY FOR THE 2021 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FROM THE KANSAS DEPARTMENT OF COMMERCE AND AUTHORIZING THE MAYOR TO SIGN AND SUBMIT SUCH AN APPLICATION.

Thereupon, Commissioner Hasch moved that said Resolution be adopted. The motion was seconded by Commissioner Lambertz. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2020-2106 and was signed by the Mayor and attested by the Clerk.

Resolution 2020-2107 Assuring KDOC of Guaranteed Funds for CDBG

Thereupon, there was presented a Resolution entitled:

A RESOLUTION ASSURING THE KANSAS DEPARTMENT OF COMMERCE THAT FUNDS WILL BE CONTINUALLY PROVIDED FOR THE OPERATION AND MAINTENANCE OF IMPROVEMENTS TO THE HOUSING SYSTEM TO BE FINANCED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

Thereupon, Commissioner Wentz moved that said Resolution be adopted. The motion was seconded by Commissioner Snively. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2020-2107 and was signed by the Mayor and attested by the Clerk.

Bond Sale Bids for Wastewater Treatment Plant Improvements

The Clerk reported that pursuant to the Notice of Bond Sale heretofore duly given, bids for the purchase of General Obligation Bonds, Series 2020, dated October 8, 2020, of the City had been received. A tabulation of said bids is set forth as EXHIBIT A hereto.

The Governing Body reviewed and considered the bids and it was found and determined that the bid of FIRST BANKERS' BANC SECURITIES, INC., ST. LOUIS, MISSOURI, was the best bid for the Bonds, a copy of which is attached hereto as EXHIBIT B.

Bond counsel had projected a rate of 2.08%, but the City received a very favorable rate of 1.61%, and received nine bids, which is higher than normal.

Commissioner Lambertz moved that the bid be accepted and that the Mayor and Clerk be authorized and directed to execute the bid form selling the Bonds to the best bidder on the basis of the bid and the terms specified in the Notice of Bond Sale. The motion was seconded by Commissioner Wentz. The motion was carried by a vote of the Governing Body as follows:

Yea: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

Ordinance 2020-3165 Issuance of GO Bonds for Wastewater Treatment Plant Improvements

There was presented an Ordinance entitled:

AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF CONCORDIA, KANSAS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO.

Commissioner Snively moved that the Ordinance be passed. The motion was seconded by Commissioner Hasch. The Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the Governing Body as follows:

Yea: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Nay: None.

The Mayor declared the Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3165, was signed and approved by the Mayor and attested by the Clerk and the Ordinance or a summary thereof was directed to be published one time in the official newspaper of the City.

Resolution 2020-2108 Authorizing Sale of GO Bonds for Wastewater Treatment Plant improvements

There was presented a Resolution entitled:

A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES 2020, OF THE CITY OF CONCORDIA, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 2020-3165 OF THE ISSUER; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH.

Commissioner Hasch moved that the Resolution be adopted. The motion was seconded by Commissioner Snavelly. The Resolution was duly read and considered, and upon being put, the motion for the adoption of the Resolution was carried by the vote of the Governing Body as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

The Mayor declared the Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2020-2108, and was signed by the Mayor and attested by the Clerk.

Minutes of September 2, 2020 Meeting

Commissioner Lambertz moved to approve the minutes from September 2, 2020. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #17

Commissioner Wentz moved to approve appropriation ordinance #17. Commissioner Snavelly seconded. Motion carried.

Resolution 2020-2109 Public Hearing for 1909 Lincoln

There was presented to the City Commission a Resolution setting the public hearing for 1909 Lincoln.

Thereupon, Commissioner Snavelly moved that said Resolution be adopted. The motion was seconded by Commissioner Hasch. Said Resolution was duly read and considered, and upon being put, the motion for the adoption of said Resolution was carried by the vote of the governing body, the vote being as follows:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution duly adopted and the Resolution was then duly numbered Resolution No. 2020-2109 and was signed by the Mayor and attested by the Clerk.

MOA for Acceptance of Coronavirus Relief Funds

The MOA is similar to the MOU approved by the commission last month, accepting funds for relief during the pandemic. Changes have been made since the MOU with the County.

Commissioner Snavelly moved to approve the MOA between the City of Concordia and Cloud County to accept coronavirus relief funds, and authorize the mayor to sign the MOA. Commissioner Wentz seconded. Motion carried.

Taco Johns Revolving Loan Fund Disaster Relief Grant

Kim Reynolds said she has received all paperwork from the owners of Taco Johns, requesting the relief. Business has been down substantially, and though now open, the dining room has seen a big drop in traffic. With the grant, they will retain 13 fulltime equivalency jobs, at 83% LMI.

Commissioner Lambertz moved to approve the grant of \$25,000 for Concordia Hospitality DBA Taco Johns. Commissioner Snavelly seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said the groundbreaking for the airport runway last week was successful.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Mayor Matthew commended fire and police for their work during the bowling alley fire last week. He also discussed the accomplishment of the Brown Grand and Monte Wentz to raise money for seating,

Commissioner Hasch thanked Ron and staff for the condition of the cemetery this summer.

Commissioner Lambertz added comments about Mr. Wentz, and the things he has accomplished in downtown Concordia.

Commissioner Wentz commended the police department on tonight's award.

EXECUTIVE SESSION

Attorney-Client Privilege

Commissioner Lambertz moved that the city commission recess into executive session for consultation with an attorney for information deemed privileged in the attorney-client relationship exception, K.S.A. 75-4319 (b)(2) with Amy Lange, Justin Ferrell, Eric Voss, and Ric Fredrickson in attendance, and to reconvene in the city commission chamber at 6:20 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:04 p.m.

The commission reconvened at 6:20 p.m.

Mayor Matthew announced there was no binding action taken.

ADJOURN

There being no further business, at 6:21 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, October 7, 2020

5:30 p.m.

The governing body met in regular session on October 7, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, Snively, Lambertz, and Wentz.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, Ashley Hutchinson, Marian Condray, Lorene Steimel, Robert Steimel, Susie Haver, Rick Barrett, Theresa Bonebrake, Paul Nelson. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added an executive session for preliminary discussion of acquisition of real estate.

Commissioner Lambertz moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Rotary International Proclamation

Theresa Bonebrake, Paul Nelson, and Amy Lange from the local Rotary chapter spoke on the role of Rotary and its goal to eradicate polio.

The mayor read the proclamation, and declared October 24 as World Polio Day.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Animal Control Ordinance Update

Justin Ferrell expressed concerns about current enforcement of animal ordinances after the breed specific ordinance was passed. Dog bites have increased, and the animal is allowed to quarantine at home rather than the shelter. It was discussed what criteria would send an animal into quarantine.

With animal fostering, there is no oversight. Large numbers of dogs are in confined spaces, with fecal matter piling up and neglect of the animals. Mr. Ferrell suggested licensing for fostering.

It was decided to bring this back to a study session for further discussion.

ACTION AGENDA *(Action Expected)*

150th Celebration Committee Purchases Approval

Amy Lange discussed the activities planned by the committee for next year's festivities, including August 14 when the time capsule will be opened. The committee plans to have fundraising in the form of selling merchandise. A barrel of Jack Daniels whiskey could be purchased, with special commemorative bottles. T-shirts and Christmas ornaments have been selected. Ms. Lange stated the City may need to spend up to \$15,000 for merchandise, but fully expects the money will be recouped, with the profits earmarked for the special events planned.

Commissioner Hasch moved to approve the fundraisers presented for the City's Sesquicentennial Celebration and authorize related necessary expenditures from the general fund not to exceed a total of

\$15,000 with the understanding that all expenses for the 150th Celebration will ultimately be supported by fundraising activities. Commissioner Snavelly seconded. Motion carried.

Minutes of September 16, 2020 Meeting

Commissioner Lambertz moved to approve the minutes of September 16, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #18

Commissioner Wentz moved to approve appropriation ordinance #18. Commissioner Snavelly seconded. Motion carried.

Planning Commission Appointments

The terms for LaDonna Peltier and Troy LeDuc will be expiring in November. Ms. Peltier has chosen to step down. Bruno Rehbein said she has served for around 25 years. R. Kent Anderson has expressed interest in serving.

Commissioner Lambertz moved to approve Troy LeDuc and R. Kent Anderson to the planning commission. Commissioner Snavelly seconded. Motion carried.

Board of Zoning Appeals Appointments

Tammy Britt expressed interest in continuing to serve on the board. R. Kent Anderson would serve an unexpired term. Bruno Rehbein said there is still one open position on the board.

Commissioner Snavelly moved to approve Tammy Britt for another term, and R. Kent Anderson to fill the vacated position on the board of zoning appeals. Commissioner Wentz seconded. Motion carried.

Audit Engagement Letter

Amber Farha said the auditor's letter shows \$13,000 for services, the same as last year. She stated we have never paid the full contract price with this auditor since engaging Jarred, Gilmore & Phillips. This year, due to not attending personally, the City only paid \$11,000 for services. Ms. Farha stated she is satisfied with the auditor's services.

Commissioner Lambertz moved to authorize the mayor to sign the audit engagement letter with Jarred, Gilmore & Phillips for the year ending December 31, 2020 in the amount of \$13,000. Commissioner Snavelly seconded. Motion carried.

Ordinance 2020-3166 Utility Fees

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE PROVIDING FOR AN ADJUSTMENT OF THE WASTEWATER TREATMENT PLANT IMPROVEMENT SEWER SERVICE CHARGE AND TO ADD A SECTION FOR CHARGING A FEE FOR WATER METER REPORTS; REPEALING SECTION 20-202(H) OF THE CONCORDIA CODE; AND AMENDING THE CONCORDIA CODE, BY ADDING NEW SECTIONS 20-202(H) AND 20-209.

The ordinance adds an additional \$3.00 to the treatment plant fee, and adds a fee for non-emergency meter reads requested by the property owner.

Thereupon, Commissioner Wentz moved that said Ordinance be passed. The motion was seconded by Commissioner Hasch. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3166, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Ordinance 2020-3167 Snow Routes

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE AMENDING THE SNOW ROUTE ORDINANCE OF THE CITY OF CONCORDIA; REPEALING CONCORDIA CODE SECTION 19-308; AND AMENDING THE CONCORDIA CODE, BY ADDING NEW SECTION 19-308.

Due to the location on College Drive of the new hospital, a new street has been added to the emergency snow routes.

Thereupon, Commissioner Lambertz moved that said Ordinance be passed. The motion was seconded by Commissioner Snavelly. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3167, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Ordinance 2020-3168 Uniform Public Offense Code

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF CONCORDIA, KANSAS; INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, EDITION OF 2020, WITH CERTAIN OMISSIONS, AMENDMENTS AND ADDITIONAL PROVISIONS; PROVIDING CERTAIN PENALTIES; REPEALING EXISTING SECTION 14-101 OF THE CONCORDIA CODE; AND AMENDING THE CONCORDIA CODE, BY ADDING A SECTION NUMBERED 14-101.

Thereupon, Commissioner Snavelly moved that said Ordinance be passed. The motion was seconded by Commissioner Lambertz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3168, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Approval of Commission Room Furniture Donation

A portion of the CARES funds were designated for new furniture in the commission room. With the recent move of the Chamber of Commerce from the CloudCorp building, each has a need for tables and chairs. Amy Lange asked that the commission consider donating our current furniture to each of these entities.

Commissioner Hasch moved to authorize the donation of furniture to CloudCorp and the Chamber of Commerce as presented. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said the runway project began last week. She noted she has submitted the first report for the CARES money, of \$111,000, and we should be reimbursed that soon. The League annual conference begins next week, totally virtual. The Brown Grand held their open house last weekend to showcase the new seating.

Staff Reports

Ron Copple gave an update on the runway project. They have begun removing topsoil and filling in the low spots.

Mayor/Commissioner Comments & Reports

None.

EXECUTIVE SESSION

Preliminary Discussion of Acquisition of Real Estate

Commissioner Lambertz moved that the city commission recess into executive session for the preliminary discussion of acquisition of real estate exception, K.S.A. 75-4319 (b)(6), with Amy Lange and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 7:10 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:45 p.m.

The commission reconvened at 7:10 p.m.

Mayor Matthew announced there was no binding action taken.

ADJOURN

There being no further business, at 7:10 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, October 21, 2020

4:00 p.m.

The governing body met in regular session on October 21, 2020, at 4:00 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Hasch, Snavely, Lambertz, and Wentz.

Absent: Commissioner Matthew.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Pro-Tem Lambertz called the meeting to order.

The meeting was adjourned to the animal shelter and wastewater treatment plant to tour the improvements.

The meeting reconvened at 5:30 p.m.

Visitors: Toby Nosker, Jim Lowell, Ashley Hutchinson, Regina Belden, Creighton Remus. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Eric Voss, Fire Chief; Chris Atkins, Recreation Director.

There was no invocation. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Amy Lange added a discussion item on eminent domain for 326 W. 6th St., and a tower lease agreement for Nex-Tech for approval.

Commissioner Snavely moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Resolution 2020-2110 Eminent Domain – 326 W. 6th St.

There was presented to the City Commission a Resolution starting the eminent domain process for 326 W. 6th St.

Justin Ferrell said the City has been attempting to acquire the 326 W. 6th St. property for several years. The house would be torn down, as well as the house the City owns to the west, with the creation of a parking lot directly west of the Brown Grand Theatre using remaining TIF funds. After making a verbal commitment with the city manager, the owner has demanded more money, much more than the property is worth. Communications with the owner have broken down. As the project will be for public purpose, the city attorney stated that eminent domain would be the next step, and he explained the process.

Mr. Ferrell said the City would not be bound by the original dollar amount, but would pay appraised value. There will be fees to proceed with eminent domain. If the commissioners wished at any time to stop the process, it could be done.

Thereupon, on motion of Commissioner Snavely, seconded by Commissioner Hasch, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Hasch, Lambertz, Snavely, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2110 was signed and approved by the Mayor and attested by the Clerk.

ACTION AGENDA *(Action Expected)*

Minutes of October 7, 2020 Meeting

Commissioner Wentz moved to approve the minutes of October 7, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #19

Commissioner Snively moved to approve appropriation ordinance #19. Commissioner Wentz seconded. Motion carried.

Resolution 2020-2111 Employee Handbook Changes

There was presented to the City Commission a Resolution adopting the latest employee handbook changes.

Thereupon, on motion of Commissioner Hasch, seconded by Commissioner Snively, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Hasch, Lambertz, Snively, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2111 was signed and approved by the Mayor and attested by the Clerk.

Addendum 3 to the Nex-Tech Water Tower Lease Agreement

Creighton Remus of Nex-Tech explained that with the upcoming painting on the east water tower, considerable cost was going to be expected of Nex-Tech, during the removal and replacement of the cell equipment. Nex-Tech has asked for a reduced lease payment to help offset the costs. Eliminating a lease payment for 48 months of \$750.00 a month would cover about half the costs associated with the updates.

Commissioner Snively moved to approve the Addendum 3 to the Nex-Tech Water Tower Lease Agreement. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said she received a thank you from the chamber for the donation of the commission room tables. She said the next project with SPARK funds would be the police department lobby.

Staff Reports

Ric Fredrickson said the police department would be holding the drug take-back program at Wal-Mart this weekend.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz said he appreciated staff and the passion for the jobs.

ADJOURN

There being no further business, at 6:03 p.m. it was moved and seconded to adjourn to a study session to discuss the animal control ordinance.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, November 4, 2020

5:30 p.m.

The governing body met in regular session on November 4, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, and Wentz. Commissioners Snavelly and Lambertz were in attendance via Zoom.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, Brandi Bray, Kim Reynolds, Dwight Housch, Sandy Housch, Denise Baumann, Tom Tuggle, and Ashley Hutchinson. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Jeremy Arnold, Utilities Director; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange said the county health department would have a report, and the 4 Kids CMB license needed to be removed due to not getting the background check returned.

Commissioner Wentz moved to approve the agenda as amended. Commissioner Hasch seconded. Motion carried.

PUBLIC COMMENTS

Tom Tuggle spoke on the City being more diligent about abandoned vehicles, and cited one that has been parked at 10th & Lincoln for many years.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Great American Smoke Out Day Proclamation

Denise Baumann read the proclamation, and the mayor declared November 19, 2020 as Great American Smoke Out Day.

Cloud County Health Department Report

Brandi Bray, county health department administrator, spoke on the recent spike in COVID cases. She encouraged the commission to encourage mask wearing. She said cases are surging in the health care field. The majority of cases in the county have come predominantly from Concordia and Clyde. Commissioners discussed whether a mandate should come from local government, with the majority not in favor. It was decided to do public service announcements in support.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Revolving Loan Fund Disaster Relief Grant Program

Kim Reynolds said on August 5 the commission approved the forgiveness of RLF relief loans, making them grants instead. The application process remained open, with each new grant capping at \$15,000. At that time, the commission recommended discussing this in November to see if the grants should continue. Ms. Reynolds stated no new applications for the funds have been received other than one she is currently working on, and she recommended funneling any interested parties to the county SPARK funds.

Financial Quarterly Report

Amber Farha stated everything is as expected. Property taxes are in line with budgeted amounts. We are ahead \$30,000 on sales tax. The alcohol tax is down due to shuttering restaurants early in the pandemic. Expenses are as budgeted as well.

Public Hearing – 1909 Lincoln

Mayor Matthew opened the public hearing.

Bruno Rehbein stated that since the resolution setting the public hearing was passed on September 16, the owners of the bowling alley had actively been working to remove the structure. The City has not received any insurance proceeds. However, Mr. Rehbein was confident the cleanup would meet City approval.

Mayor Matthew closed the public hearing.

ACTION AGENDA (*Action Expected*)

Resolution 2020-2112 Condemnation of 1909 Lincoln

There was presented to the City Commission a Resolution declaring 1909 Lincoln unsafe and dangerous.

Thereupon, on motion of Commissioner Wentz, seconded by Commissioner Hasch, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, Snavelly, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2112 was signed and approved by the Mayor and attested by the Clerk.

Minutes of October 21, 2020 Meeting

Commissioner Hasch moved to approve the minutes of October 21, 2020. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #20

Commissioner Wentz moved to approve appropriation ordinance #20. Commissioner Snavelly seconded. Motion carried.

Meter Reading Equipment Purchase

The City has had the remote meter read system for almost 10 years. The meters currently in use are discontinued. New meters cannot be read by our system. The new software and equipment will allow the new meters to be read remotely, as well as the old meters.

Commissioner Hasch moved to approve the purchase of the meter reading equipment and software in the amount of \$6,300.00 from Mueller Systems. Commissioner Wentz seconded. Motion carried.

Ordinance 2020-3169 Eminent Domain 326 W. 6th St.

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE OF THE CITY OF CONCORDIA, KANSAS, ORDERING THROUGH THE EXERCISE OF EMINENT DOMAIN THE CONDEMNATION AND APPROPRIATION OF CERTAIN INTERESTS IN CERTAIN REAL ESTATE IN CLOUD COUNTY, KANSAS, FOR THE IMPROVEMENT AND EXPANSION TO DOWNTOWN PARKING FOR CITIZENS AND BUSINESSES, ADDITIONAL PARKING, INSTALLATION OF CAR CHARGING STATION, AND EFFICIENT SNOW REMOVAL IN THE CITY OF CONCORDIA, ALL PURSUANT TO K.S.A. 26-201.

Thereupon, Commissioner Hasch moved that said Ordinance be passed. The motion was seconded by Commissioner Snavelly. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3169, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Supplemental Agreement South Highway 81 Project

The Kansas Department of Transportation has made some minor changes to the agreement with the City for the south Highway 81 project.

Commissioner Hasch moved to approve the mayor to sign the KDOT supplemental agreement No. 1. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said she has submitted another round of purchases for reimbursement of the COVID funds.

Staff Reports

Chris Atkins stated new software has been purchased for recreational activities and registrations.

Ric Fredrickson said 45 lb. had been taken during the drug take back program.

Ron Copple gave an update on the airport runway project, saying the storm sewer pipe has been installed.

Mayor/Commissioner Comments & Reports

Mayor Matthew said the commission room remodel looks great. He reiterated his position on supporting mask wearing, but not approving making wearing them mandatory.

Commissioner Hasch congratulated Ron Copple on his winning the election for county commissioner, and Ashley Hutchinson for winning the election for city commissioner.

Commissioner Lambertz also congratulated Ron, Ashley, and Ragena Belden, for their elected seats. He discussed his family's current situation with COVID, and thanked Brandi Bray for what she does.

ADJOURN

There being no further business, at 6:45 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk



**MINUTES
CITY COMMISSION SPECIAL MEETING
CITY HALL, 701 WASHINGTON ST.**

Tuesday, November 10, 2020

5:30 p.m.

The governing body met in special session on November 10, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Hasch, and Wentz. Commissioners Lambertz and Snavely were in attendance via Zoom.

Absent: None.

Also Present: Amy Lange, Stacey Smith, Amber Farha, Bruno Rehbein, Ron Copple, Eric Voss, Ric Fredrickson, Jeremy Arnold, Chris Atkins, Toby Nosker, Paula Roegge, Lisa Valcoure, David Garnas, Justin Poore, Carmen Brady, Andy Myers, Brandi Bray, Dwight Whitehead, Dorothy Breault, Harvey Jones, Conner Thrash, Longfellow.

**CALL FOR SPECIAL CITY COMMISSION MEETING
CITY OF CONCORDIA, KANSAS**

TO THE BOARD OF CITY COMMISSIONERS:

Special meeting of the Board of Commissioners is hereby called to be held as follows:

Place: City Hall, Concordia, Kansas
Date: November 10, 2020
Time: 5:30 o'clock P.M

The object of said meeting will be as follows:

1. Call to Order
2. Resolution in support of Public health efforts
3. Adjourn

MARSHA WENTZ
COMMISSIONER

S. CHRISTY HASCH
COMMISSIONER

KEATON SNAVELY
COMMISSIONER

CHARLES P. LAMBERTZ
COMMISSIONER

MARK R. MATTHEW
COMMISSIONER

RETURN OF SERVICE

The undersigned received the notice of Special City Commission meeting via email, of which the foregoing is a copy, at 4:15 o'clock p.m., November 6, 2020.

Served the same via email on Mark Matthew. /s/ Megan Murdock.

Served the same via email on Christy Hasch. /s/ Megan Murdock.

Served the same via email on Keaton Snavely. /s/ Megan Murdock.

Served the same via email on Chuck Lambertz. /s/ Megan Murdock.

Served the same via email on Marsha Wentz. /s/ Megan Murdock.

APPROVAL OF AGENDA

Amy Lange suggested presentation of Resolution 2020-2113 be added to the agenda as well as public comments.

Commissioner Hasch moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Presentation of Resolution 2020-2113

Amy Lange explained the resolution as supporting public health efforts to mitigate disease spread within the community. She noted that this is not a mask mandate, rather it explains the importance of all aspects of slowing the spread of COVID-19 including staying home when sick, washing hands properly, social distancing and also wearing masks.

PUBLIC COMMENTS

Several individuals spoke on the importance of wearing masks to slow the spread of COVID-19.

ACTION AGENDA *(Action Expected)*

Resolution 2020-2113 Support of Public Health Efforts

There was presented to the City Commission a Resolution supporting public health efforts to mitigate disease spread within our community.

Commissioner Lambertz stated that he is generally against legislating morality, but that he supports this resolution for supporting those efforts to control the spread by following CDC protocols. He also said that in this case, he would consider a mask mandate if we were to discuss it at the next regularly scheduled commission meeting.

Commissioner Snavely stated that he would be against a mask mandate and government telling people what to do, but was in favor of the resolution.

Commissioner Hasch stated she wanted to seriously consider a mask mandate. She felt that this resolution was too little too late.

Commissioner Wentz agreed with Commissioner Hasch and stated that it was time for the Commission to step up and pass a mask mandate.

Mayor Matthew said that he does not favor a mask mandate with the government telling people what to do. Instead he felt that people need to take responsibility on their own and stay home if not feeling well. He stated he would be willing to discuss a mask mandate further at the next commission meeting.

Thereupon, on motion of Commissioner Lambertz, seconded by Commissioner Hasch, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, Snavely, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2113 was signed and approved by the Mayor and attested by the Clerk.

ADJOURN

There being no further business, at 6:25 p.m. it was moved and seconded to adjourn.



/s/ Amber Farha
Deputy City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, November 18, 2020

5:30 p.m.

The governing body met in regular session on November 18, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Hasch, Snavelly, Lambertz, and Wentz. Commissioner Matthew was in attendance via Zoom.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Pro-Tem Lambertz called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, Dwight Whitead, Ken Johnson, Dorothy Breault, Andy Myers, Carmen Brody, Della Strait, Harvey Jones, Ashley Hutchinson, Bill White, Justin Poore, Dave Garnas, Brad Swihart, John Christensen, Jodi Rehbein, Kaleb Trembly, Britni Trembly, David Metz. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Eric Voss, Fire Chief; Jeremy Arnold, Utilities Director; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Amy Lange added an award presentation for Officer Primeaux.

Commissioner Snavelly moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

Employee Service Awards

This year, the following employees were recognized:

Name	Position/Title	Years of Service
Bruno Rehbein	Building Inspector	20
Jeff Roberts	Well Operator	20
Bill White	Dispatcher	20
David Gilkeson	Mechanic	15
Brad Swihart	Detective Corporal	15
John Christensen	Firefighter/Paramedic	10

Awards were given by the supervisors of Bruno Rehbein, Bill White, Brad Swihart, and John Christensen. Jeff Roberts and David Gilkeson were not in attendance.

Award Presentation – Officer Primeaux

Ric Fredrickson honored Officer John Primeaux with the Distinguished Service Award. The award stems from a February 11, 2020 event where Officer Primeaux was able to talk down a person threatening to harm himself and was also known to have a negative opinion of law enforcement. Because of Officer Primeaux' actions, the person was able to get help at the local hospital, and is now on friendly terms with the police department.

PUBLIC COMMENTS

Several public comments were given on the mask mandate, most in favor of it.

EXECUTIVE SESSION

Attorney-Client Privilege (2)

Mayor Matthew moved that the city commission recess into executive session for consultation with an attorney for information deemed privileged in the attorney-client relationship exception, K.S.A. 75-4319 (b)(2) with Amy Lange, Justin Ferrell, and Ric Fredrickson in attendance, and to reconvene in the city

commission chamber at 6:20 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 5:58 p.m.

The commission reconvened at 6:20 p.m.

Mayor Pro-Tem Lambertz announced there was no binding action taken.

Attorney-Client Privilege (2)

Commissioner Lambertz moved that the city commission recess into executive session for consultation with an attorney for information deemed privileged in the attorney-client relationship exception, K.S.A. 75-4319 (b)(2) with Amy Lange, Justin Ferrell, and Ric Fredrickson in attendance, and to reconvene in the city commission chamber 6:30 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

Aye: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Time: 6:20 p.m.

The commission reconvened at 6:30 p.m.

Mayor Pro-Tem Lambertz announced there was no binding action taken.

ACTION AGENDA (*Action Expected*)

Ordinance 2020-3170 – Masks in Public Spaces and Enforcement of Quarantine Orders

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE OF THE CITY OF CONCORDIA, KANSAS, REQUIRING THE WEARING OF MASKS OR OTHER FACE COVERINGS IN PUBLIC SPACES AND ENFORCEMENT OF ISOLATION AND QUARANTINE ORDERS WITHIN THE CITY LIMITS OF CONCORDIA, BY AMENDING THE CONCORDIA CODE BY ADDING NEW SECTION CHAPTER XIV, ARTICLE 3.

The ordinance was drafted after commissioners requested something that would allow for some method of punishment for violation of mask wearing and of quarantine orders.

All commissioners gave their thoughts on the subject, with Commissioners Lambertz, Hasch, and Wentz in favor of the ordinance, and Commissioners Matthew and Snavelly against.

Thereupon, Commissioner Hasch moved that said Ordinance be passed. The motion was seconded by Commissioner Wentz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Hasch, Lambertz, and Wentz.

Nay: Commissioners Matthew and Snavelly.

Thereupon, the Mayor Pro-Tem declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3170, was signed by the Mayor Pro-Tem and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

Minutes of November 4, 2020 Meeting

Commissioner Snavelly moved to approve the minutes of November 4, 2020. Commissioner Hasch seconded. Motion carried.

Minutes of November 10, 2020 Special Meeting

Commissioner Hasch moved to approve the minutes of November 10, 2020 Special Meeting. Commissioner Matthew seconded. Motion carried.

Appropriation Ordinance #21

Commissioner Wentz moved to approve appropriation ordinance #21. Commissioner Hasch seconded. Motion carried.

4 Kids Fuel & More CMB License

The new truck stop in the north development will be offering beer for sale in the store. The owner stated though they won't be open this year, they need the license for setting up accounts with beer distributors. The business will also be approved next month with the 2021 licenses.

Commissioner Snavelly moved to approve the 4 Kids Fuel & More CMB license for 2020. Commissioner Matthew seconded. Motion carried.

Resolution 2020-2114 Defining the Corporate Limits of the City

There was presented to the City Commission a Resolution defining the new city limits after annexing the truck stop in the north development.

Thereupon, on motion of Commissioner Snavelly, seconded by Commissioner Hasch, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, Snavelly, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2114 was signed and approved by the Mayor and attested by the Clerk.

Resolution 2020-2115 Designating Official News Outlet

There was presented to the City Commission a Resolution designating the City website as the official news outlet, as a follow up to the charter ordinance which passed in September and has taken effect after the 60 day protest period.

Thereupon, on motion of Commissioner Wentz, seconded by Commissioner Snavelly, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, Snavelly, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2115 was signed and approved by the Mayor and attested by the Clerk.

Campbell & Johnson Engineering Services Agreement for Mill & Overlay

Ron Copple said the project was in the street master plan, and had been budgeted for 2021. Campbell & Johnson's professional services agreement was for a cost of \$15,275.00.

Commissioner Snavelly moved to approve the Campbell & Johnson engineering services agreement for mill & overlay on 9th Street between Lincoln and Matthew. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said it was time for the annual city manager evaluation. She said she hoped to finalize the SPARK fund purchases next month.

Staff Reports

None.

Mayor/Commissioner Comments & Reports

Commissioner Wentz thanked everyone for the completion of the ordinance, passed earlier.

Commissioner Hasch echoed those comments.

Mayor Matthew stated he hoped we'd soon be able to gauge whether the mandate was effective.

Commissioner Lambertz stated he hoped everyone would treat their neighbors with respect and kindness.

ADJOURN

There being no further business, at 7:19 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, December 2, 2020

5:30 p.m.

The governing body met in regular session on December 2, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Lambertz, and Wentz. Commissioners Hasch and Snavelly were in attendance via Zoom.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, David Garnas, Ragen Belden, Kim Reynolds, Ashley Hutchinson, Dorothy Breault. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Eric Voss, Fire Chief; Jeremy Arnold, Utilities Director; Chris Atkins, Recreation Director.

There was no invocation. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Amy Lange added a discussion item to revisit the mask mandate ordinance.

Commissioner Lambertz moved to approve the agenda as amended. Commissioner Wentz seconded. Motion carried.

PUBLIC COMMENTS

None.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Review of Ordinance 2020-3170

Amy Lange provided a chart of cases since the first of October, showing a trend of moving back down from a high the second week of November.

Dave Garnas, CEO of the hospital, discussed the status of the hospital and current testing percentage. Thirty-three cases were recognized today. He recommended continuing the mask mandate for at least another two weeks.

The commissioners agreed it was too early to get solid numbers on the trends.

ACTION AGENDA *(Action Expected)*

Minutes of November 18, 2020 Meeting

Commissioner Snavelly moved to approve the minutes of November 18, 2020. Commissioner Lambertz seconded. Motion carried.

Appropriation Ordinance #22

Commissioner Lambertz moved to approve appropriation ordinance #22. Commissioner Wentz seconded. Motion carried.

CloudCorp 2021 Professional Services Agreement

Kim Reynolds gave the quarterly report. She discussed several grants the organization administers, and their success. She said she should hear by December 31 on the \$750,000 housing grant. She also discussed this year's census process.

The 2021 agreement has no changes from this year's, for \$58,000.

Commissioner Lambertz moved to approve the CloudCorp 2021 Professional Services Agreement. Commissioner Snavelly seconded. Motion carried, with Commissioner Wentz abstaining.

2021 CMB Licenses

All ten applicants have been checked out by the KBI, with no issues.

Commissioner Lambertz moved to approve the 2021 CMB license. Commissioner Wentz seconded. Motion carried.

Affirmation of Exempt Property Status for IRB Certification

Every year, businesses that have received industrial revenue bonds from the City and are required to certify to the City annually that they still have property exempt from taxation. This is the last year for tax exemption for the former Concordia Tractor.

Commissioner Wentz moved to affirm the exempt property status for IRB certification for PrairieLand Partners LLC. Commissioner Lambertz seconded. Motion carried.

Resolution 2020-2116 Classified and Non-Classified Pay Scales

There was presented to the City Commission a Resolution approving the cost of living increase in the employee pay scales.

The COLA presented was 1.8%. Amy Lange said staff intended to bring back a scale increasing wages for classified employees, after comparing area cities.

Thereupon, on motion of Commissioner Snavelly, seconded by Commissioner Lambertz, the Resolution was adopted by the following roll call vote:

Yea: Commissioners Matthew, Hasch, Lambertz, Snavelly, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2020-2116 was signed and approved by the Mayor and attested by the Clerk.

Ordinance 2020-3171 Animal Control Ordinance

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE PROVIDING FOR PENALTIES FOR ANIMALS CONCERNING DOG BITES AND OTHER PENALTIES; REPEALING SECTIONS 4-413 AND 4-414 OF THE CONCORDIA CODE; AND AMENDING THE CONCORDIA CODE, BY ADDING NEW SECTIONS 4-413 THROUGH 4-418.

A question was raised if puppies increased the allowable number of dogs over the limit of four. Justin Ferrell said he would amend the ordinance to include language giving owners a certain time in which to dispose of the puppies. Recommended was twelve weeks, at which point the City requires licensing.

Thereupon, Commissioner Wentz moved that said Ordinance be passed as amended. The motion was seconded by Commissioner Lambertz. Said Ordinance was duly read and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote of the governing body, the vote being as follows:

Yea: Commissioners Matthew, Hasch, Snavelly, Lambertz, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2020-3171, was signed by the Mayor and attested by the Clerk and was directed to be published one time in the official newspaper of the City.

REPORTS

Manager's Report

None.

Staff Reports

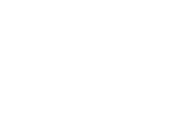
None.

Mayor/Commissioner Comments & Reports

Commissioner Lambertz noted the generosity of people in the community.

Mayor Matthew discussed a letter from a concerned citizen on the auditing of money given for COVID grants. He said he would sit down with CloudCorp to discuss the issue. He noted that the CDC had announced scaling back the number of days people could be quarantined. He encouraged people to self-quarantine if traveling places that have numerous active cases.

Commissioner Hasch thanked the community for following the mask mandate.



ADJOURN

There being no further business, at 6:13 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk

**MINUTES
CITY COMMISSION MEETING
CITY HALL, 701 WASHINGTON ST.**

Wednesday, December 16, 2020

5:30 p.m.

The governing body met in regular session on December 16, 2020, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Matthew, Lambertz, Wentz, Hasch and Snavelly.

Absent: None.

Other Officers: City Manager Amy Lange, City Clerk Stacey Smith, Finance Director Farha, City Attorney Justin Ferrell.

There being a quorum present, Mayor Matthew called the meeting to order.

Visitors: Toby Nosker, Jim Lowell, Ragenia Belden, Sarah Unruh, Robert Frasier, Pat Macfarlane, Brad Waller, Ashley Hutchinson, Brandt Hutchinson, Dave Garnas, Ken Johnson, Whitney Snavelly, Ken Johnson, Dave Garnas, Brad Waller. Staff present: Bruno Rehbein, Building Inspector; Ron Copple, Public Works Director; Ric Fredrickson, Police Chief; Eric Voss, Fire Chief; Jeremy Arnold, Utilities Director; Chris Atkins, Recreation Director.

The invocation was followed by the reciting of the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Hasch moved to approve the agenda. Commissioner Snavelly seconded. Motion carried.

PUBLIC COMMENTS

None.

PROCLAMATIONS/RECOGNITIONS/PRESENTATIONS/ITEMS SCHEDULED AT A CERTAIN TIME

COMMISSION REORGANIZATION:

Election Results

Stacey Smith read the report from the Cloud County Clerk and Election Officer Shella Thoman, certifying the results for the City Commission of Concordia held November 3, 2020, to be as follows:

Ragenia Belden	1270	Ashley Hutchinson	1670
Christy Hasch	2	Clifford Petry	1
Gary Jeardoe Jr.	1	Gary Strait	1
Greg Hattan	1	James Key	1
Jesse Pounds	2	Keaton Snavelly	1
Kenneth Rahbein	1	Kent Anderson	1
Lyle Pounds	2	Matthew Whitley	1
Michael Loring	1	Paul Detrixe	1
Ron Copple	1	Ronnie Lagasse	1
Samantha Goff	1	Taylor Solt	1
Toby Nosker	6	Other (non person, blank)	10

Following the reading of the results, the City Clerk named Ragenia Belden and Ashley Hutchinson to the Office of City Commissioner for three-year terms.

Oath of Office

City Ordinance prescribes that elected officials take the Oath of Office before entering into the duties of his/her office. Stacey Smith administered the Oath of Office to Ragenia Belden and Ashley Hutchinson for three-year terms.

Amy Lange presented outgoing commissioners Matthew and Snavelly with plaques and thanked them for their service.

Annual Commission Reorganization

City Ordinance requires that the Commission annually elect one of its members to serve as mayor and preside at commission meetings and perform as official head of the City on formal occasions. Commissioner Wentz moved to appoint Commissioner Lambertz as mayor. Commissioner Hasch seconded. Commissioner Lambertz moved to appoint Commissioner Hasch as mayor pro tem. Commissioner Belden seconded. Commissioner Hasch moved that nominations cease. Commissioner Hutchinson seconded. Motion carried.

Designation of City Commissioner to the Frank Carlson Library Board

Commissioner Hasch moved to appoint Commissioner Lambertz to the Frank Carlson library board. Commissioner Wentz seconded. Motion carried.

Designation of City Commissioner to the CloudCorp Board of Directors

Commissioner Wentz moved to appoint Commissioner Hutchinson to the CloudCorp Board of Directors. Commissioner Hasch seconded. Motion carried.

The meeting broke for a small reception.

DISCUSSION AGENDA *(Items Deserving of Brief Discussion, Action may be taken)*

Review of Ordinance 2020-3170

Dave Garnas, CEO of the hospital, was on hand to discuss the most recent news with COVID. He said drive through swab numbers are down. The positive cases are inching down, but the death toll is rising. He feels masking is helping somewhat. A large percentage of cases are staff. Vaccines have now been distributed to Kansas. There are 123,000 healthcare workers, who will receive the vaccine first.

Commission consensus is to continue the mask mandate to at least get through the holidays. The County Commission will be discussing the county’s mask ordinance on Monday morning.

ACTION AGENDA *(Action Expected)*

Minutes of December 2, 2020 Meeting

Commissioner Wentz moved to approve the minutes of December 2, 2020. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #23

Commissioner Wentz moved to approve appropriation ordinance #23. Commissioner Hutchinson seconded. Motion carried.

Bids for Wastewater Treatment Plant Phase 2

Two bids were received for the next phase of the treatment plant.

Bidder	Amount
BRB Contractors, Inc.	\$3,162,000.00
Walters-Morgan Construction, Inc.	\$3,038,064.00
Engineer’s Estimate	\$3,473,289.00

Project Manager, Sarah Unruh, said the project construction time is anticipated at about a year. Both bidders are qualified for the project, so she recommended the low bid from Walters-Morgan.

Commissioner Hasch moved to approve the bid from Walters-Morgan Construction in the amount of \$3,038,064.00, and to authorize the city manager to sign the notice of award. Commissioner Wentz seconded. Motion carried.

Design and Construction Inspection Taxiway Sealing

The sealing is being done in conjunction with the runway project. It will be funded with FAA dollars and a 10% match by the City. The runway project is now halted for the winter. Dirt work is done. The existing runway will become a taxiway, and will need to be resealed to protect the base.

Commissioner Hasch moved to authorize the city manager to sign work authorization No. 6 with Benesch for the taxiway pavement maintenance project for \$30,433.00, plus a time and material fee not to exceed \$14,431.00. Commissioner Wentz seconded. Motion carried.

Campbell & Johnson 2021 Professional Services Agreement Addendum

Campbell & Johnson presented its addendum to the 2020 agreement, with no changes. The costs will be the same, at \$1,450.00 per month.

Commissioner Hutchinson moved to authorize the city manager to sign the addendum for the Campbell & Johnson 2021 professional services agreement. Commissioner Hasch seconded. Motion carried.

Housing Authority Board Appointments

The terms of Kim Wiesner, Vickie Conn, and Julie Willoughby will be expiring this month. All have expressed interest in continuing on the board. Another expression of interest from Michelle Hardacre was also

received. Earlier this year, a board member had given her resignation. To continue the board with six members, all could be appointed.

Stacey Smith suggested appointing one to a one-year term, one to a two-year term, and the remaining two to three-year terms, in order to get the appointments spaced more evenly. The board secretary and property manager, Sheila Jackson, did not wish to recommend, but rather to let the commission decide on the terms.

Mayor Lambertz suggested the board should make that decision at its next regular board meeting.

Commissioner Hutchinson moved to appoint all four interested candidates to the housing authority board. Commissioner Wentz seconded. Motion carried.

Encumbrances

The encumbrance is necessary due to it being a deductible for a claim at the swimming pool. The total cost of a damaged light pole is \$3,959.00, of which \$2,500.00 is the deductible. This will not be reimbursed until 2021.

Commissioner Wentz moved to approve the encumbrance for 2020 in the amount of \$2,500.00. Commissioner Hasch seconded. Motion carried.

Consideration of Downtown Beautification Committee Funding Request

The committee has researched new flower pots for downtown, to replace those purchased in 2012. They are prone to cracking with the freezing and expanding of the soil. They also require moving each fall to the shop. The new pots can be left in place year-round. The committee has obtained a \$5,000 grant, and has asked the City to cover the \$10,000 still needed to purchase the pots. The commissioners spoke highly of how much the pots spruce up the downtown area.

When asked how this could be paid for, Amy Lange said the COVID relief money has paid for some things such as bleachers which were in the CIP, so funds could be made available.

Commissioner Hutchinson moved to authorize spending \$10,000 from the CIP for the replacement flower pots. Commissioner Hasch seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said nearly all the COVID relief funds of \$297,000 have been spent on items to mitigate the spread. The \$11,000 not spent will go back to the County. Such things as online registration for recreation programs and commission room updates were able to be purchased.

Staff Reports

Ric Fredrickson announced that RJ Robinson has graduated from Academy.

Bruno Rehbein said a public hearing notice will be run for the general contractor licensing. He will be bringing an ordinance to the commission in January.

Chris Atkins said the online recreation software is operational. He is doing drawings to get people to register accounts.

Mayor/Commissioner Comments & Reports

Commissioner Wentz congratulated Officer Robinson.

Commissioner Hasch thanked staff for once again installing the snowflakes, making it look like Christmas around town.

Commissioner Hutchinson said she was excited to serve. She encouraged children to write letters to Santa, where a drop-off box has been installed at the Broadway Plaza.

Commissioner Belden congratulated the new officer, and said she was happy to be on the commission.

Mayor Lambertz said it was an honor to lead the commission and he was humbled by the opportunity.

ADJOURN

There being no further business, 6:42 p.m. it was moved and seconded to adjourn to a study session to discuss the employee pay scale.



/s/ Stacey Smith
City Clerk