

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

Wednesday, April 5, 2023

5:30 p.m.

The governing body met in regular session April 5, 2023, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Lambertz, Hutchinson, Jackson, Belden, and Wentz.

Absent: None.

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

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

Visitors: Toby Nosker, Russell Gagnon, Melissa Swenson, Nicole Reed, Deb Lange, Pam Campbell, Tom Tuggle, Brenda Gilliland, Dave Garnas. Staff present: Jeremy Arnold, Utilities Director; Fuller Bates, Public Works Director; Brent Gering, Police Chief; Eric Voss, Fire Chief; Bruno Rehbein, Building Inspector; Chris Atkins, Parks & Recreation Director.

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

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None.

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

National Donate Life Month Proclamation

Pam Campbell from North Central Kansas Medical Center presented the proclamation, recognizing the importance of organ donation.

The proclamation was read, and the mayor declared April as Donate Life Month.

CloudCorp Quarterly Report

Nicole Reed introduced Deb Lange as the new Broadway Plaza coordinator. She said the Get in the Cloud grant program was very successful.

Broadway Plaza Annual Report

It was announced there were 116 events last year. Several drew over 200 attendees. The Plaza continues to draw people to the downtown.

Brown Grand Theatre Annual Report

Melissa Swenson announced that a \$20,000 gift had been received to renovate the ladies' parlor. An original "Gone With The Wind" movie poster was donated and has been restored. Over \$32,000 work has been completed since her last report. The new roof project will start next week. There is \$1.5 million in grant requests still outstanding.

ACTION AGENDA *(Action Expected)*

Minutes of March 15, 2023 Meeting

Commissioner Jackson moved to approve the minutes of March 15, 2023. Commissioner Belden seconded. Motion carried.

Appropriation Ordinance #6

Commissioner Belden moved to approve appropriation ordinance #6. Commissioner Wentz seconded. Motion carried.

Planning Consultant for Comprehensive Plan

The City has begun the process of updating the comprehensive plan, put into place in 2011. Proposals were solicited for a consultant, and the following were submitted:

Vendor	Rubric Score	Base Fee	Proposed Start	Proposed Completion
Five Rural	3.84	\$44,000	April 2023	September 2024
PEC	4.20	\$25,000	April 2023	April 2024

Commissioner Hutchinson moved to approve PEC as the comprehensive plan consultant and authorize the city manager to sign the contract for \$25,000, to be paid from the CIP fund. Commissioner Belden seconded. Motion carried.

Acceptance of MIH Grant Agreement

The City was awarded a Moderate Income Housing (MIH) grant from the State Department of Commerce in an effort to address a shortage of moderate income homes in Concordia as described by the 2022 Concordia Housing Study and Market Analysis. Work is currently underway by both the City of Concordia and the Community Resource Committee of CloudCorp to advance this project, including plat and public infrastructure design for the new St. Joseph Subdivision, and property acquisition for the infill lots.

The MIH Grant Agreement outlines how this \$650,000 grant award will be used:

St. Joseph Subdivision	
Down payment assistance for 11 homes	11 homes x \$20,000 = \$220,000
Purchase of construction materials*	2 homes x \$100,000 = \$200,000
Infill Lots	
Property acquisition for 4 lots	\$ 50,000
Down payment assistance for 4 homes	4 homes x \$20,000 = \$ 80,000
Purchase of construction materials*	1 home x \$100,000 = \$100,000
TOTAL	\$650,000

Commissioner Wentz moved to authorize the city manager to sign the MIH grant agreement. Commissioner Hutchinson seconded. Motion carried.

Resolution 2023-2152 – Governor’s Hometown Signs

There was presented to the City Commission a Resolution requesting the installation of two Governor’s hometown signs, honoring Frank Carlson.

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

Yea: Commissioners Lambertz, Hutchinson, Jackson, Belden, and Wentz.

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2023-2152, was signed and approved by the Mayor and attested by the Clerk.

DOJ Grant for Generator Bids

The Concordia Emergency Communications Project committee is wanting to replace and add Generators for the city and county radio repeater towers with money from the DOJ grant. Included in the locations for generators would be City Hall, transfer station, and the Miltonvale repeater. Other locations would have dedicated circuits for existing generators. Bids were received from one vendor, Hood Heating and Air, and were as follows:

Vendor	Base Bid	Add/Alternate #1	Add/Alternate #2	Add/Alternate #3
Hood Heating & A/C		Upsize Generator	Add Circuit/UPS to Existing Generators	Downsize Generator
Gen #1 – City Hall	\$17,341.00	\$15,872.00		
Gen #2 - Weather Station	\$9,679.00			
Gen #3 - Landfill	\$9,705.00			
Gen #4 - Glasco	\$10,322.00		-\$9,387.00	
Gen #5 - Miltonvale	\$13,124.00			-\$2,385.00
Gen #6 -Clyde	\$10,235.00		-\$9,323.00	
Gen #7 – Police Dept	\$29,932.00			
TOTAL BID	\$100,338.00	\$15,872.00	-\$18,710.00	-\$2,385.00

This purchase will nearly complete the grant, with about \$11,000 still left which will be held for now.

Commissioner Belden moved to approve the purchase of the generators from Hood Heating and Air with add alternates #1, #2 and #3 for a total purchase price of \$95,115.00 to be paid from the DOJ communication grant. Commissioner Wentz seconded. Motion carried.

Transfer of Real Estate to Concordia Land Bank

The City purchased property at 830 W. 11th St. with the intent of development for housing, since it adjoins the old hospital land designated for housing. The City intends to demolish the 3-story structure, and either

relocate or demolish the single-family home on the property. The property qualifies to be accepted into the Land Bank until lots can be sold for new single-family homes.

The contractor in town demolishing the old hospital will be providing a quote to do the work.

Commissioner Wentz moved to transfer 830 W. 11th St. from the City of Concordia to the Concordia Land Bank. Commissioner Jackson seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said citywide cleanup is scheduled for the week of April 17. She mentioned bats had been removed at the Brown Grand. She gave some legislative updates of concern to the City.

Staff Reports

Fuller Bates said the vehicles listed on Purple Wave Auction brought \$33,000, with just over \$2,800 for the seven impounded vehicles held at the city shop.

Jeremy Arnold announced 700 surveys were returned for the lead pipe water survey. He drew names for the three prizes awarded.

Chris Atkins said he would be bringing bids for a mower replacement. He also said he had attended Career Day today.

Brent Gering stated he'd also attended Career Day, and reminded those in attendance that the Kansas Supreme Court would be in town next week to hear two cases.

Stacey Smith gave an update on the housing grant received by the Housing Authority. Three projects have been bid out, with two to be awarded next week.

Amber Farha proposed budget dates of July 17 and July 19 at 3:00 p.m.

Justin Ferrell thanked Megan Murdock and all who helped in the process to offer the impounded vehicles for sale.

Mayor/Commissioner Comments & Reports

Commissioner Hutchinson thanked staff who helped with Career Day.

Commissioner Wentz questioned whether the racetrack pays for EMS staff. Eric Voss answered yes.

Mayor Lambertz said he'd spoken with a citizen who was pleased with the utilities staff who visited their home for the water survey. He asked that citizens mind the speed limit around parks, now that the weather is warming up and people are out.

EXECUTIVE SESSION

Attorney-Client Privilege (1)

Commissioner Hutchinson 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 and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 6:45 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Lambertz, Hutchinson, Jackson, Belden, and Wentz.

Nay: None.

Time: 6:26 p.m.

The commission reconvened at 6:45 p.m.

Mayor Lambertz announced there was no binding action taken.

Attorney-Client Privilege (2)

Commissioner Hutchinson 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 and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 7:05 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

Aye: Commissioners Lambertz, Hutchinson, Jackson, Belden, and Wentz.

Nay: None.

Time: 6:45 p.m.

The commission reconvened at 7:05 p.m.

Mayor Lambertz announced there was no binding action taken.

Attorney-Client Privilege (3)

Commissioner Wentz 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 and Justin Ferrell in attendance, and to reconvene in the city commission chamber at 7:16 p.m. Commissioner Hutchinson seconded. Motion carried by the following vote:

Aye: Commissioners Lambertz, Hutchinson, Jackson, Belden, and Wentz.

Nay: None.

Time: 7:06 p.m.

The commission reconvened at 7:16 p.m.

Mayor Lambertz announced there was no binding action taken.

ADJOURN

There being no further business, at 7:17 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk