



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

Wednesday, January 15, 2025

5:30 p.m.

The governing body met in regular session January 15, 2025 at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Jackson, Hutchinson, Lambertz, and Wentz.

Absent: Commissioner Hasch.

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

Visitors: Russell Gagnon, Olivia Bergmeier, Susie Haver, Mark Crist, Jim & Michelle Metro, David Kadavy, Kurt Kocher, JP Metzler, Jason Johnson. Staff present: Bruno Rehbein, Building Inspector; Jeremy Arnold, Utilities Director; Brent Gering, Police Chief; Chris Atkins, Parks & Recreation Director; John Christensen, Fire Chief.

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

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

APPROVAL OF AGENDA

An item to accept a gift to the O'Connor Animal Shelter was added.

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

PUBLIC COMMENTS

None.

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

Recognition of Jim Metro

Shane Kisby recognized Jim Metro for his 29 years of service with the City, and wished him well in his retirement. He was presented with a plaque, a key to the city, and a gift basket.

ACTION AGENDA (*Action Expected*)

Professional Services Agreement 19th St. Utilities Extension

A development agreement with LeDuc Properties was approved at the last meeting. The new development will require 220 feet of sanitary sewer main in the Kansas Street right-of-way between 18th & 19th Streets. Campbell & Johnson intends to design the project, administer bids for construction, and observe construction at a cost of \$12,000.

Commissioner Lambertz moved to approve the agreement with Campbell & Johnson for the extension of the sanitary sewer main in the Kansas Street right-of-way between 18th & 19th Streets, to be paid from CIP. Commissioner Wentz seconded. Motion carried.

Grant Easement – Rural Water District #1

In the past, Rural Water District #1 had three locations for purchasing water from the City. The locations were abandoned after improvements by the district were made. Since, the decision was made to use the location at Airport Park in case of emergencies, and the easement would provide the necessary component for the installation of a new water main by the district.

Commissioner Hutchinson moved to approve the grant of easement for Rural Water District #1. Commissioner Wentz seconded. Motion carried.

CCLIP Agreement with KDOT

The KDOT project would replace broken concrete at both sides of the viaduct. The City has been awarded \$400,000 for the project, which is 90% of the estimated construction costs. Campbell & Johnson was already awarded the inspection. The project will be bid in August of this year.

Commissioner Lambertz moved to authorize the mayor to sign the agreement with KDOT for the CCLIP resurfacing project to take place in 2026. Commissioner Hutchinson seconded. Motion carried.

RMA Engineering Contract for Jet-A Fuel

The City has seen a sharp decrease in Jet-A fuel sales at the airport. The supplier has alerted Shane Kisby that their new minimum delivery will be far greater than what the City can sell in a short time. RMA Engineering has agreed to take delivery of the fuel, by being allowed to use the pumps at no cost, and the City will reap the revenue of the sales.

Commissioner Hutchinson moved to approve the contract with RMA Engineering to supply Blosser Municipal Airport with Jet-A fuel, and to authorize the mayor to sign the contract. Commissioner Lambertz seconded. Motion carried.

Minutes of January 2, 2025 Meeting

Commissioner Hutchinson moved to approve the minutes of January 2, 2025. Commissioner Wentz seconded. Motion carried.

Appropriation Ordinance #1

Commissioner Hutchinson moved to approve appropriation ordinance #1. Commissioner Wentz seconded. Motion carried.

2024 Write-Offs

The write-offs include those who have passed away, deeming the accounts uncollectible, and those whose social security number was not submitted to collections. This year, ambulance write-offs have been included.

Commissioner Lambertz moved to approve the list of utility billing accounts for write off, for \$243.56, and ambulance accounts for \$13,286.80. Commissioner Hutchinson seconded. Motion carried.

Resolution 2025-2183 – Waiver of GAAP

There was presented to the City Commission a Resolution waiving generally accepted accounting principles for 2024.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2025-2183 was signed and approved by the Mayor and attested by the Clerk.

Acceptance of Gift from Estate for O'Connor Animal Shelter

The City was recently notified that a gift of land was bequeathed to the O'Connor Animal Shelter by the estate of a resident of Belleville. The gift is 38.9 acres of farmland in Republic County. The attorney for the estate has said that likely the land in the estate will be sold and the money dispersed to the various benefactors. A Voluntary Entry of Appearance and Waiver of Notice form was sent for signature by the mayor.

Commissioner Hutchinson moved to accept the gift to the O'Connor Animal Shelter and authorize the mayor to sign the required paperwork. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange recognized staff with the recent snow removal. The new flooring project at City Hall will begin this weekend. Proposals for design will soon be due for the safe routes project. Local Government Day will be next week in Topeka.

Staff Reports

Brent Gering said Officer Sanders will be graduating from the academy this week. The new patrol vehicle is ready to be picked up.

Shane Kisby said 341 loads of snow were removed from the streets downtown. He thanked the parks and utility crews for helping.

Mayor/Commissioner Comments & Reports

Commissioner Hutchinson said based on comparison with other cities recently, our community does a good job clearing snow on sidewalks.

Commissioner Lambertz said he appreciated the teamwork during the snowstorm.

Commissioner Wentz agreed with the previous comments.

ADJOURN

There being no further business, at 6:15 p.m. it was moved and seconded to adjourn to a study session to discuss commission property maintenance.



/s/ Stacey Smith
City Clerk