

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

Wednesday, November 19, 2025      5:30 p.m.

The governing body met in regular session November 19, 2025, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Jackson, Hutchinson, Lambertz, Hasch, and Wentz.

Absent: None.

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

Visitors: Russell Gagnon, Caleb Lausen, Marylu Fellows, Deborah Peltier-Laman, Jodi Baker, Jeff Baker, Trent Baker, Brenda Gilliland, Guy Steier, Tim Beims, Ron Harrington, Tim Jessup. Staff present: Bruno Rehbein, Building Inspector; Chris Atkins, Parks & Recreation Director; Brent Gering, Police Chief; Shane Kisby, Public Works 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**

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

**PUBLIC COMMENTS**

None.

**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	25
Jeff Roberts	Well Operator	25
Jodi Baker	Animal Control Officer	10
Bill Brown	Parks Operator	10

Amy Lange recognized Bruno Rehbein, and Brent Gering recognized Jodi Baker. Jeff Roberts and Bill Brown were not in attendance.

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

***Community Activities Center***

The purpose of the discussion was to determine whether the City should continue pursuing an activities center after the sales tax vote failed. Amy Lange discussed a few reasons given by the public why it was unsuccessful. Commissioners agreed the project is viable, but could utilize collaboration with the college and high school, as well as considering the public's wishes.

**ACTION AGENDA** (*Action Expected*)

***Minutes of November 5, 2025 Meeting***

Commissioner Hutchinson moved to approve the minutes of November 5, 2025. Commissioner Lambertz seconded. Motion carried.

***Appropriation Ordinance #21***

Commissioner Hutchinson moved to approve appropriation ordinance #21. Commissioner Wentz seconded. Motion carried.

***Audit Engagement Letter***

The letter engages the auditor to complete the 2025 audit. The price has increased \$1,000 to \$14,000, though the City has rarely been charged the full amount of the agreement. Staff is happy with Neil Phillips as auditor, and recommends continuing the association.

Commissioner Lambertz moved to authorize the mayor to sign the audit engagement letter with Jarred, Gilmore & Phillips for the year ending December 31, 2025 in the amount of \$14,000. Commissioner Hasch seconded. Motion carried.

**Resolution 2025-2213 - Employee Handbook**

There was presented to the City Commission a Resolution updating the employee handbook.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2025-2213, was signed and approved by the Mayor and attested by the Clerk.

**Resolution 2025-2214 - Open Records Policy**

There was presented to the City Commission a Resolution updating the commission policy statement for open records.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2025-2214, was signed and approved by the Mayor and attested by the Clerk.

**Ordinance 2025-3240 - Repealing Open Records**

Thereupon, there was presented an Ordinance entitled:

**AN ORDINANCE REPEALING SECTION 2-103 OF THE CONCORDIA CODE.**

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:

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

Nay: None.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly numbered Ordinance No. 2025-3240, 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.

**Quotes for Replacement Floor Covering at Police Department**

The carpet currently at the police department was installed in 1999, except for the dispatch center and lobby which were replaced in 2024. Replacement has been budgeted in the CIP. Quotes were collected, with the following received:

<b>Bidder</b>	<b>Base Bid</b>
Legacy Finishes (Concordia)	\$17,457.37 (Legacy moves furniture)
Legacy Finishes (Concordia)	\$16,707.37 (PD moves furniture)
Wall-to-Wall Carpet & Interior (Concordia/Beloit)	\$16,131.38 (PD moves furniture)

Staff recommended the bid from Wall-to-Wall, plus a 10% contingency for any unforeseen conditions that may arise during the installation.

Commissioner Hutchinson moved to accept the bid from Wall-to-Wall Carpet & Interior in the amount of \$16,131.38 plus 10% contingency, to be paid from CIP. Commissioner Hasch seconded. Motion carried.

**Resolution 2025-2215 - Naming Rights Policy**

There was presented to the City Commission a Resolution establishing a commission policy statement for naming rights of City property.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2025-2215, was signed and approved by the Mayor and attested by the Clerk.

**Appointment of Municipal Court Judge**

After nearly 30 years of service, Scott Condray has tendered his resignation with the City as municipal court judge, effective December 31, 2025.

The City advertised the position, and Guy R. Steier was selected to be appointed. Judge Steier introduced himself and spoke of his years of service.

Commissioner Lambertz moved to approve the appointment of Guy R. Steier to municipal court judge and authorize the mayor to sign the contract. Commissioner Wentz seconded. Motion carried.

**Resolution 2025-2216 – Classified and Non-Classified Pay Scales**

There was presented to the City Commission a Resolution adjusting the classified and non-classified pay scales due to a cost-of-living increase for 2026.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2025-2216, was signed and approved by the Mayor and attested by the Clerk.

**REPORTS**

**Manager’s Report**

Amy Lange said she visited with a mayor from Finland who was in the area for a visit. The county commission will soon be proposing changes for the Neighborhood Revitalization Program. The current program expires in 2025. City Hall will be closed November 27 & 28 for Thanksgiving.

**Staff Reports**

Shane Kisby updated the commission on the viaduct project.

Chris Atkins reported that the crew installed the Christmas tree and Santa’s mailbox at the plaza. Tomorrow the Lions Club will be planting trees at Hood Park and the sports complex.

Stacey Smith announced her resignation, which will be effective January 16.

**Mayor/Commissioner Comments & Reports**

Mayor Jackson noticed a page on the website that needed updated.

Commissioner Hasch said she attended the Brown Grand Players performance last weekend and enjoyed it.

Commissioner Wentz congratulated Bruno Rehbein.

**EXECUTIVE SESSION**

**Confidential Business Data**

Commissioner Hutchinson 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, Tim Beims, Brad DeBauche, and Traci DeBauche in attendance, and to reconvene in the city commission chamber at 6:33 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

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

Nay: None.

Time 6:23 p.m.

The commission reconvened at 6:33 p.m.

Mayor Jackson announced there was no binding action taken.

Commissioner Lambertz moved to authorize the mayor to sign the development agreement for Lot 10, Block B at the St. Joseph Subdivision. Commissioner Hasch seconded. Motion carried.

**Non-Elected Personnel (1)**

Commissioner Lambertz moved that the City Commission recess into executive session to discuss employment/personnel issues pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with the city commission only in attendance, and to reconvene in the city commission chamber at 6:55 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

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

Nay: None.

Time 6:35 p.m.

The commission reconvened at 6:55 p.m.

Mayor Jackson announced there was no binding action taken.

***Non-Elected Personnel (2)***

Commissioner Lambertz moved that the City Commission recess into executive session to discuss employment/personnel issues pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with the city commission only in attendance, and to reconvene in the city commission chamber at 7:05 p.m. Commissioner Hutchinson seconded. Motion carried by the following vote:

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

Nay: None.

Time 6:56 p.m.

The commission reconvened at 7:05 p.m.

Mayor Jackson announced there was no binding action taken.

**ADJOURN**

There being no further business, at 7:06 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith  
City Clerk