



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

Wednesday, May 21, 2025 5:30 p.m.

The governing body met in regular session May 21, 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, City Attorney Justin Ferrell.

Visitors: Russell Gagnon, Melissa Swenson, Jason Johnson, Tim Beims, Brenda Gilliland, Trell Grinter, Nancy Collins, Ted Collins, Shelly Farha, Shelly Horkman, Jordan Budreau, Doug Hutchinson, Jesse Pounds, Chase Larson. Staff present: Bruno Rehbein, Building Inspector; Jeremy Arnold, Utilities Director; Brent Gering, Police Chief; Shane Kisby, Public Works Director; John Christensen, Fire Chief; Chris Atkins, Parks & Rec Director.

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

Amy Lange added an executive session for Non-Elected Personnel.

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

PUBLIC COMMENTS

None.

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, Tim Beims, Doug Hutchinson, and Jesse Pounds in attendance, and to reconvene in the city commission chamber at 5:45 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

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

Nay: None.

Time: 5:32 p.m.

The commission reconvened at 5:45 p.m.

Mayor Jackson announced there was no binding action taken.

Confidential Business Data (2)

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, and Chase Larson in attendance, and to reconvene in the city commission chamber at 6:02 p.m. Commissioner Wentz seconded. Motion carried by the following vote:

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

Nay: None.

Time: 5:46 p.m.

The commission reconvened at 6:02 p.m.

Mayor Jackson announced there was no binding action taken.

Relating to the first executive session, Commissioner Lambertz moved to accept the development agreement between the City of Concordia and TransEquity to support development of new housing in Concordia. Commissioner Hasch seconded. Motion carried.

Amy Lange explained TransEquity Group intends to develop housing which will require infrastructure including streets and utilities, so they will be using the RHID as a tool to accomplish this. The City will not be obligated with a cash contribution. TransEquity will utilize the incremental property tax revenue generated from the new housing.

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

Motorcycle Awareness Month Proclamation

The mayor read the proclamation and declared May as Motorcycle Awareness Month.

OCCK Budget Request

Trell Grinter of OCCK presented the request. She stressed the demand for transportation services in our community. Riders spoke on the importance of using this service. She provided data of ridership.

Last year's request was \$5,000.00. For the next budget year, she is requesting \$7,500.00.

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

Community Activities Center

Aspects of the updated projected plans were discussed. The current center is estimated at \$16 million.

Chris Atkins discussed the estimated annual cost to operate of \$178,000, including staffing.

Brenda Gilliland talked about grant possibilities. The Dept. of Commerce is granting \$2.5 million, with matching funds. The DOC has plans which must be used, but could be customized somewhat. If sales tax would be used as the match, the project must go before the electors this year. The hope is to receive private donations, as well as bonding. Several other grant opportunities were presented.

ACTION AGENDA (Action Expected)

Minutes of May 7, 2025 Meeting

Commissioner Hutchinson moved to approve the minutes of May 7, 2025. Commissioner Lambertz seconded. Motion carried.

Appropriation Ordinance #9

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

Sanitary Sewer Main Extension Project Bids

Jason Johnson presented the bids for the project. The tabulation was as follows:

Description	Quantity	Unit	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
			Engineer's Estimate		Hood Heating & Air		Smoky Hill Construction		Midlands Contracting, Inc	
Sanitary Sewer Infrastructure										
8" PVC (SDR 26) Sanitary Sewer Main Pipe	242	L.F.	\$100.00	\$24,200.00	\$322.657	\$78,083.00	\$120.00	\$29,040.00	\$50.00	\$12,100.00
8.0' Standard Height (4' Dia.) Concrete Manhole	1	EA.	\$8,500.00	\$8,500.00	\$28,000.00	\$28,000.00	\$9,750.00	\$9,750.00	\$6,690.00	\$6,690.00
Concrete Manhole Extensions	8	V.F.	\$460.00	\$3,450.00	\$0.00	\$0.00	\$180.00	\$1,350.00	\$448.00	\$3,360.00
Connection to Existing Concrete Manhole	1	EA.	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$1,035.00	\$1,035.00
4" PVC (Schedule 40) Sewer Service Line & Fittings	35	L.F.	\$50.00	\$1,750.00	\$210.77	\$7,377.00	\$80.00	\$2,800.00	\$71.00	\$2,485.00
			Sub Total	\$40,900.00	Sub Total	\$115,460.00	Sub Total	\$45,940.00	Sub Total	\$25,670.00
Miscellaneous										
Mobilization	1	L.S.	\$10,000.00	\$10,000.00	\$5,540.00	\$5,540.00	\$30,000.00	\$30,000.00	\$6,700.00	\$6,700.00
Construction Staking	1	L.S.	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	\$2,700.00	\$2,700.00	\$2,500.00	\$2,500.00
			Sub Total	\$12,500.00	Sub Total	\$9,540.00	Sub Total	\$32,700.00	Sub Total	\$9,200.00
Owner's Contingencies				\$5,000.00		\$5,000.00		\$5,000.00		\$5,000.00
Total (Includes Owner's Contingencies)				\$58,400.00		\$130,000.00		\$83,640.00		\$39,870.00
					Start	Finish	Start	Finish	Start	Finish
					7/1/2025	8/15/2025	7/14/2025	8/15/2025	5/26/2025	6/16/2025

Jason is confident the low bid is legitimate, and work will commence as soon as the contract is signed.

Commissioner Lambertz moved to award the contract for the sanitary sewer main extension project to Midlands Contracting for \$39,870.00. Commissioner Hasch seconded. Motion carried.

Property & Liability Insurance Quotes

Stacey Smith discussed the two companies whose representatives spoke at the last meeting. After weighing all the variables, staff recommended staying with MPR, as it has been a good relationship the past several years.

Commissioner Hutchinson moved to approve continuing with Midwest Public Risk for property and liability for 2025-2026. Commissioner Wentz seconded. Motion carried.

Resolution 2025-2202 – Adoption of FEMA Region F Hazard Mitigation Plan

There was presented to the City Commission a Resolution adopting the FEMA Region F Hazard Mitigation Plan.

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. 2025-2202, was signed and approved by the Mayor and attested by the Clerk.

Resolution 2025-2203 – Setting Public Hearing for 425 W. 9th St.

There was presented to the City Commission a setting a public hearing for condemnation of 425 W. 9th St.

Thereupon, on motion of Commissioner Hutchinson, seconded by Commissioner Wentz, 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. 2025-2203, was signed and approved by the Mayor and attested by the Clerk.

1915 Broadway Demo Program Application

The trailer house at this location is part of a trailer park being dismantled to make way for an RV park. The owner has already had one trailer on the demo program, but had plans to sell the others. No buyer was found for the trailer at 1915 Broadway.

Bids for removal included a low bid of \$7,000.00. The City will contribute half up to \$4,000.00 under this program.

Commissioner Hasch moved to approve the trailer house at 1915 Broadway into the demo program, and authorize the city manager to sign the contract with the owner based on the lowest bid of \$7,000.00. Commissioner Wentz seconded. Motion carried.

Board of Building Trades Appointments

Both James Reynolds and Luke Hood, currently serving on the board, wish to continue serving.

Commissioner Lambertz moved to reappoint James Reynolds and Luke Hood to the Board of Building Trades. Commissioner Hasch seconded. Motion carried.

Ordinance 2025-3235 – Public Vending

Thereupon, there was presented an Ordinance entitled:

AN ORDINANCE AMENDING LICENSING REQUIREMENTS FOR PUBLIC VENDORS; REPEALING ALL OF ARTICLE 5 OF CHAPTER XI; AND AMENDING THE CONCORDIA CODE, BY ADDING A NEW ARTICLE 5 OF CHAPTER XI.

After discussion, commissioners asked for free license fees, and to add “commercial” to food sales for sales, fairs, and charitable operations which would require a license to operate.

Thereupon, Commissioner Lambertz moved that said Ordinance be passed as amended. The motion was seconded by Commissioner Hutchinson. 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: 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. 2025-3235, 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.

Brown Grand Boiler/HVAC Solution

Repairs and replacement of boiler piping at the theatre have occurred during the last 2 years. The CIP for this year included replacement of piping likely original to the building. The City solicited bids last November for replacement of ductwork and boiler piping, but the Commission rejected the bids due to the high cost.

Since, staff has worked with Hood's for a more cost-effective solution. They have determined no leaks are present in the pipes. One solution is to install humidity sensors with an alarm system to alert staff of a leak, at a cost of \$13,300.00. Two new drives for the air handlers would cost \$4,250.00. These are likely temporary repairs.

Commissioner Hutchinson moved approve the quotes from Hood Heating & Air for humidity sensors for \$13,300.00, and for two new drives for the air handles for \$4,250.00, to be paid from CIP. Commissioner Lambertz seconded. Motion carried.

Federal Funds Exchange for 2025

The City's banked federal funds stand at \$72,156.02. By exchanging these funds at the state level, the City would receive \$64,940.42. Shane Kisby provided a list of projects for which the funds could be used.

Commissioner Hutchinson moved to authorize the mayor to sign the request for federal funds exchange in the amount of \$72,156.02, and to apply for reimbursement of \$64,940.42. Commissioner Wentz seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange gave an update on the St. Joseph subdivision, stating an open house was held at the first house built. She said we're in a water watch situation, so we plan to reduce hours at the splash pad this summer.

Staff Reports

Shane Kisby discussed a storm sewer being repaired.

Brent Gering said James Quillen, county emergency manager, has retired, and Brent is not the interim as stated in the newspaper.

Mayor/Commissioner Comments & Reports

Mayor Jackson suggested enhanced communication announcing deadlines for summer sports.

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, and Chase Larson in attendance, and to reconvene in the city commission chamber at 8:13 p.m. Commissioner Hasch seconded. Motion carried by the following vote:

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

Nay: None.

Time: 7:57 p.m.

The commission reconvened at 8:13 p.m.

Non-Elected Personnel

Commissioner Hutchinson 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 Amy Lange attendance, and to reconvene in the city commission chamber at 8:25 p.m. Commissioner Lambertz seconded. Motion carried by the following vote:

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

Nay: None.

Time 8:14 p.m.

The commission reconvened at 8:25 p.m.

ADJOURN

There being no further business, at 8:25 p.m. it was moved and seconded to adjourn.



/s/ Stacey Smith
City Clerk