

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

Wednesday, September 3, 2025

5:30 p.m.

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The governing body met in regular session September 3, 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, Aaron Wachsnicht, Bob Burns, Jason Johnson, Brenda Gilliland. Staff present: 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.

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

***Community Activities Center***

The commission has discussed various funding opportunities for the center in the past, including a Blueprint to Build (B2B). This grant has the potential of providing \$2.5 million for the project, with a local 50% match. Staff was led to believe that a sales tax could provide that local match.

Last week, it was learned from the Department of Commerce that funding for the entire project must be secured prior to submitting the final B2B application by November 14. The sales tax funds would not count, nor would pledges. Cash in hand must be secured.

The Strategic Doing committee does not recommend applying for this grant due to the stringent requirements. B2B requires Davis-Bacon wages as well as a dedicated grant administrator.

The commission agreed we should move forward without these possible grant funds, as there was little possibility of raising funds in such a short time.

**PUBLIC HEARING**

***Public Hearing for 2026 Budget and Exceeding Revenue Neutral Rate***

Mayor Jackson opened the public hearing.

Amber Farha stated the City hasn't increased the mill levy since 2018, and did not take the revenue neutral rate since its inception three years ago. The additional funds would allow increased transfers to the equipment reserve fund, a cost of living for employees, and a parttime animal control officer.

An unnamed concerned citizen spoke, noting the increased costs in his property taxes and mortgage due to appraised valuations.

Mayor Jackson closed the public hearing.

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

***Resolution 2025-2210 - Levy Property Tax Rate for Exceeding RNR***

There was presented to the City Commission a Resolution to levy a property tax rate exceeding the revenue neutral rate.

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. 2025-2210, was signed and approved by the Mayor and attested by the Clerk.

**Approval of 2026 Budget**

Commissioner Lambertz moved to approve the 2026 budget as presented. Commissioner Hasch seconded. Motion carried.

**Minutes of August 20, 2025 Meeting**

Commissioner Wentz moved to approve the minutes of August 20, 2025. Commissioner Hutchinson seconded. Motion carried.

**Appropriation Ordinance #16**

Commissioner Hutchinson moved to approve appropriation ordinance #16. Commissioner Lambertz seconded. Motion carried.

**NCRPC Professional Services Agreement – B2B Grant**

This agreement would be based upon moving forward with the B2B grant.

Commissioner Hutchinson moved to not approve the professional services agreement with NCRPC. Commissioner Wentz seconded. Motion carried.

**Campbell & Johnson Professional Services Agreement – Street Projects**

The City has plans for various upcoming street projects, which includes 7th St. from Matthew to the east side of the sports complex, Doster St. from 6th to 8th Streets, as well as the mill and overlay projects on 11th St. between Highland Drive and west city limits, and on Highland Drive between 11th St. and Sunflower Circle previously bid and rejected.

The work and payment schedules are as follows:

Estimated Schedule

Field Work and Preliminary Engineering	60 Calendar Days
Finalization of Plan and Specifications	30 Calendar Days
Construction Bid Letting	30 Calendar Days
Construction Observation	Complete at Contractor’s Schedule

Payment Schedule

7<sup>th</sup> Street- Matthew to East Side Sports Complex

Civil Engineering Design and Construction Bid Letting	\$25,000.00
Construction Observation	\$30,000.00

Doster Street- 6<sup>th</sup> Street to 8<sup>th</sup> Street

Civil Engineering Design and Construction Bid Letting	\$17,500.00
Construction Observation	\$17,500.00

11<sup>th</sup> Street and Highland Drive- Mill & Overlay

Construction Observation	\$12,000.00
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Total Cost

Total Cost for this Project	\$102,000.00
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Commissioner Hutchinson moved to approve the City Manager to sign the Agreement for Professional Services with Campbell and Johnson for street projects be paid through a combination of bonding and special highway funds. Commissioner Wentz seconded. Motion carried.

**Updated Traffic Light – College Drive and Lincoln Street**

The traffic light at College Drive and Lincoln is in need of a newer two camera overhead detection system. The current camera system is down due to parts being obsolete. The work will be similar in nature to the camera system recently replaced at 6th and Lincoln.

Gades Sales submitted a quote for the parts for \$26,484.00. Two companies submitted quotes for installation of the camera and pedestrian crossing lights and buttons, as follows:

L&S Electric, Salina	\$12,395.00
Phillips Southern Electric Co., Wichita	\$11,500.00

Commissioner Hutchinson moved to approve the purchase of traffic signal equipment from Gades Sales Co. for \$26,484.00 and installation by Philips Southern Electric for \$11,500.00 to be paid out of CIP. Commissioner Lambertz seconded. Motion carried.

**Ambulance Change Orders**

John Christensen stated after looking at details of the ambulance specs, it was determined changes needed to be made. The first is the deletion of the Danhart HVAC system. Though beneficial, the system is costly and only lasts 2-3 years. This eliminated a \$6,000 cost.

Other changes included a larger bumper, better exterior mounted tow hooks, changes to cabinet layout, upgraded safety harnesses, upgraded siren control box to replace the air horn, and exterior decals improving night time light reflection.

Commissioner Lambertz moved to approve the ambulance change order from Osage Emergency Services Supply in the amount of \$4,680. Commissioner Wentz seconded. Motion carried.

***KDOT Community Charger Pilot Program***

In 2024, the City was awarded a grant to install electric vehicle charging stations in the Brown Grand new parking lot. The program is administered by KDOT. The amount awarded is \$175,782.40, with a local match of \$43,945.60.

The City entered into a lease agreement with Francis Energy, giving them rights to construct, operate, and maintain the stations. KDOT has initiated the Community Charger Pilot Program, whereby they would select the vendor for this project.

The commissioners discussed other EV stations now operating in town since this grant was awarded.

Commissioner Hutchinson moved to deny the grant agreement with KDOT for the Community Charger Pilot Program, and cease moving forward with the project. Commissioner Wentz seconded. Motion carried.

Commissioner Hutchinson moved to authorize the City Manager to give notice of termination of lease agreement with Francis Energy, LLC. Commissioner Lambertz seconded. Motion carried.

***Build Kansas Matching Grant Fund Agreements for Box Hangar***

The City received multiple grants in order to construct the new box hangar, to accommodate larger aircraft.

The City intends to apply for one additional Airport Infrastructure Grant via the FAA to cover 90% of the remaining construction costs, and is also eligible for and was awarded two Build Kansas matching grant funds to assist with the local portion. Each of these grants is in the amount of \$12,555.00.

Commissioner Hutchinson moved to authorize the City Manager to sign the Build Kansas Matching Grant Agreement 2024-008-NCRPC in the amount of \$12,555.00 associated with the FAA AIP Grant No. 3-20-0013-020-2024, and 2024-012-NCRPC in the amount of \$12,555.00 associated with FAA AIP Grant No. 3-20-0013-020-2025 for Blosser Municipal Airport. Commissioner Lambertz seconded. Motion carried.

**REPORTS**

***Manager's Report***

Amy Lange said the sidewalk program had a kickoff meeting. A potential start date of May 2027 was set. She stated Bruno Rehbein is currently presenting on our LOMR at the Kansas Association of Floodplain Management conference.

***Staff Reports***

Brent Gering announced this year's Cops and Cones to take place September 26, Homecoming weekend.

***Mayor/Commissioner Comments & Reports***

Commissioner Lambertz noted the vegetation growing in the streets and curbs.

Mayor Jackson stated there are weeds near the parking lot across from City Hall.

Commissioner Wentz discussed the disrepair of the old Sears building and the Sherwin Williams building.

**ADJOURN**

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



/s/ Stacey Smith  
City Clerk