



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

Wednesday, July 1, 2026 5:30 p.m.

The governing body met in regular session July 1, 2026, at 5:30 p.m. in the City Commission Room at City Hall, with the following members being present: Commissioners Hutchinson, Jackson, Lambertz, and Hasch. Commissioner Wentz attended via Zoom.

Absent: None.

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

Visitors: Russell Gagnon, Caleb Lausen, Michael Miller, David Saunders, Donna Saunders, Jason Johnson, Mary Thoman. Staff present: Brent Gering, Police Chief; John Christensen, Fire Chief; Shane Kisby, Public Works Director; Tim Jessup, Building Inspector.

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

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

APPROVAL OF AGENDA

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

PUBLIC COMMENTS

None.

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

Declaration of Independence 250th Anniversary Proclamation

Mary Thoman presented the proclamation on behalf of the local Daughters of the American Revolution chapter. The proclamation was read, and signed by the mayor.

PUBLIC HEARING

Condemnation of 424 E. 1st St.

Mayor Hutchinson opened the public hearing.

Tim Jessup stated the owner of 424 E. 1st has stalled on the cleanup process. He recommended 30 days to start the process of removal or repair with the application of a building or demo permit.

David Saunders spoke on behalf of the owner, and said there are no funds to remove the structure. He stated it could be repaired, but they will need time to continue the cleanup. The commission assured him if activity was seen regularly, no action would be taken.

Mayor Hutchinson closed the public hearing.

Condemnation of 321 E. 12th St.

Mayor Hutchinson opened the public hearing.

Tim Jessup stated the owner of 321 E. 12th has accepted a bid and the property is in the process of demolition. He recommended 30 days to start the process of removal or repair with the application of a building or demo permit.

Mayor Hutchinson closed the public hearing.

ACTION AGENDA *(Action Expected)*

Resolution 2026-2236 – Condemnation of 321 E. 12th St.

There was presented to the City Commission a Resolution determining the structure at 321 E. 12th St. to be unsafe and dangerous.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2026-2236, was signed and approved by the Mayor and attested by the Clerk.

Resolution 2026-2237 – Condemnation of 424 E. 1st St.

There was presented to the City Commission a Resolution determining the structure at 424 E. 1st St. to be unsafe and dangerous.

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

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

Nay: None.

Thereupon, the Mayor declared said Resolution passed and the Resolution was then duly numbered Resolution No. 2026-2237, was signed and approved by the Mayor and attested by the Clerk.

Minutes of June 17, 2026 Meeting

Commissioner Lambertz moved to approve the minutes of June 17, 2026. Commissioner Hasch seconded. Motion carried.

Appropriation Ordinance #12

Commissioner Wentz moved to approve appropriation ordinance #12. Commissioner Jackson seconded. Motion carried.

Bids for Replacement Fire Alarm Panel

The City Hall fire alarm panel is in need of replacement due to a trouble light that can't be repaired. John Christensen stated he had two companies troubleshoot with no success, and both recommended replacement. Bids were solicited, and were as follows:

Vendor	Base Bid	10% Contingency	Total Bid
Wilson Security Solutions, LLC	\$4,975.00	\$497.50	\$5,472.50
Wilson Security Solutions, LLC	\$17,825.00	\$1,782.50	\$19,607.50

Bid #1 is to replace just the alarm panel. Bid #2 is to replace the panel and all system components to a Smart system.

Staff recommends Bid #1.

Commissioner Lambertz moved to approve the bid from Wilson Security Solutions LLC to replace the fire alarm panel with a 10% contingency for \$5,472.50. Commissioner Hasch seconded. Motion carried.

Ambulance Billing Contract

Thea McMillan has been the ambulance biller for several years. The current contract is based on number of runs, with a base monthly amount of \$1,220 for under 1000 annual runs. The new contract suggests an increase in the base monthly contracted rate to \$1,600 a month, with an amount that increases incrementally like the current contract, beginning August 1.

John Christensen said the new contracted rate would still fall below local and national companies that he checked.

Commissioner Lambertz moved to authorize the city manager to sign the contract with Thea McMillan for ambulance billing services. Commissioner Hasch seconded. Motion carried, with Mayor Hutchinson abstaining.

Ordinance 2026-3245 – Regulating Operation of Electric Bicycles and Scooters

AN ORDINANCE REGULATING THE OPERATION OF ELECTRIC BICYCLE AND ELECTRIC SCOOTERS WITHIN THE CITY OF CONCORDIA, KANSAS; PROVIDING DEFINITIONS, OPERATIONAL REQUIREMENTS, SAFETY STANDARDS, LOCAL REGULATORY AUTHORITY, AND PENALTIES FOR VIOLATIONS.

Discussion included allowing for riding on sidewalks downtown under certain circumstances, and adding tricycles to the list of vehicles.

Commissioner Lambertz moved that the ordinance be passed as amended which includes rewording section 5 and adding tricycles. The motion was seconded by Commissioner Wentz. The ordinance was duly read and considered, and upon being put, the motion for the passage of the ordinance was carried by the vote of the governing body as follows:

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

Nay: None.

The Mayor declared the ordinance duly passed and the ordinance was duly numbered Ordinance No. 2026-3245, and signed by the Mayor and attested by the City Clerk, and was directed to be published one time in the official City newspaper.

Professional Services Agreement Concordia Industrial Park

The Concordia Industrial Park has been dormant for many years, with the most recent development completed in the early 1990s. Recent discussions with potential developers has shown the need to construct public infrastructure, including a new street, storm sewer improvements, water, and sanitary sewer main extension. Private utilities such as electric, telecommunications, and natural gas will also be necessary.

The City Commission recently approved a development agreement with the Cloud County Commission and Sunflower Electric to establish a new facility in the industrial park, establishing an immediate need for the necessary infrastructure.

The proposed contract with Campbell & Johnson is for \$98,500 to design, administer and observe the construction. Costs are estimated to be \$716,000. To keep costs down, the City and County have agreed to construct the street, storm sewer, improvements, and water main extension. The sanitary sewer main will need to be contracted out.

Commissioner Jackson moved to approve the agreement with Campbell & Johnson for new public infrastructure at the Concordia Industrial Park in the amount of \$98,500, to be paid from the water fund, wastewater fund, and reserves, with incremental reimbursement expected as lots are sold. Commissioner Hasch seconded. Motion carried.

REPORTS

Manager's Report

Amy Lange said there has been an offer made and accepted for a new city clerk.

Staff Reports

Jason Johnson gave an update on the 11th & Highland Dr, and 7th Street projects.

Shane Kisby said parts have been ordered for the traffic light on 6th and State.

Brent Gering reminded everyone the times for shooting fireworks is 7 a.m. to 11 p.m. except on the 4th, which is allowed until midnight.

Tim Jessup followed up on the questions at the last meeting about downtown improvement grants. He also said nuisances have been ramped up.

Mayor/Commissioner Comments & Reports

None.

ADJOURN

There being no further business, at 6:33 p.m. it was moved and seconded to adjourn to a study session, to discuss the police department wage study.

(Seal)



/s/ Stacey Smith
Interim City Clerk