

MINUTES
PARSONS CITY COMMISSION
MAY 4, 2020

The Parsons City Commission met in regular session at 6:00 p.m. in the Municipal Building Commission Room with Mayor, Jeff Perez presiding.

Present: Commissioner Cruse
Commissioner Shaw
Commissioner Bolinger
Absent: Commissioner Crooks

Commissioner Bolinger moved, Commissioner Cruse seconded that we approve the agenda with the addition of an addendum. Approved on roll call. Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the following meetings: April 16 and 20, 2020.

Accounts Payable Appropriation Ordinance No. 288

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$303,847.51.

Invoice No. 2 – Tri City Airport Runway Maintenance, AIP 3-20-0067-012

Approved and authorized payment to Burns & McDonnell Engineering in the amount of \$38,640.00 for design services through March 31, 2020. Funding is FAA 90%/City 10%.

Bid Date – Project No. 2020-03, Parsons Tri-City Airport Taxiway Construction, AIP No. 3-20-0067-012-2020

Set Thursday, June 4, 2020 at 2:00 p.m. as date and time to receive bids for Project 2020-03, parsons Tri-City Airport Taxiway construction.

Pay Request No. 2 – Project 2019-07, Swimming Pool Repairs

Approved and authorized payment to RenoSys Corporation in the amount of \$62,190.80 for work completed through April 30, 2020.

Hay Bids – 2020

Set Thursday, May 14, 2020 at 1:30 p.m. to receive bids on the sale of hay at Lake Parsons, Tri-City Airport, and County Line Industrial Park.

Commissioner Cruse moved, Commissioner Bolinger seconded that we approve the Consent Docket. Approved on roll call. Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

NEW BUSINESS

Request for D. V. Reed Trust Fund

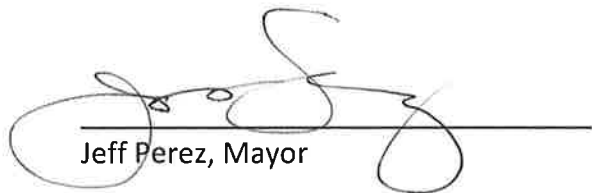
Commissioner Bolinger moved, Mayor Perez seconded to approve and authorize the submission of a request for \$35,000.00 for Labette County Emergency Assistance Center to the Labette County District Court for approval to help to continue assisting residents of Parsons in need. This amount is larger than the regular request by the Assistance Center. Staff made the recommendation to make a larger request due to the trying times that citizens are encountering at this time of the COVID-19 pandemic. Unemployment has unexpectedly struck a lot of families. The request would be used to assist with rent, food, prescriptions to individual who meet the requirements. The current balance of the fund is \$39,378.48. Past year distributions have been 2019 \$25,000.00, 2018 \$20,000.00 and 2017 \$15,000 .00. Approved on roll call. Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Ordinance No. 6465 – Fire Contract

Ordinance No. 6465 was introduced by Commissioner Shaw, seconded by Commissioner Cruse authorizing a contract for furnishing fire fighting services by the Parsons Fire Department to Richard and Judy French, 4501 W. Main Street, Parsons, Kansas, located not exceeding two miles outside the corporate limits of the City of Parsons, Kansas. Approved on roll call. Cruse – yes; Shaw – yes; Bolinger - yes; Perez - yes.

Comments were heard from City Staff and City Commissioners.

Commissioner Cruse moved, Commissioner Bolinger seconded that we adjourn at 6:23 p.m. Approved on roll call. Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.


Jeff Perez, Mayor

Attest:


Gabrielle Swanwick, City Clerk

MINUTES
PARSONS CITY COMMISSION
May 14, 2020

The Parsons City Commission met in a work session at 4:30 p.m. in the Municipal Building, Commission Room with Mayor, Jeff Perez presiding.

Present: Commissioner Crooks
Commissioner Cruse
Commissioner Shaw
Commissioner Bolinger

Commissioner Bolinger moved, Commissioner Cruse seconded that we approve the agenda as presented. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

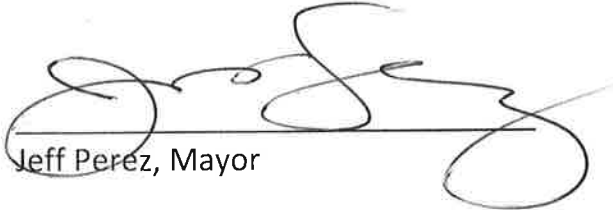
Public Hearing Date – CDBG-CV Funds through the Federal CARES Act

Commissioner Cruse moved, Commissioner Crooks seconded to set Tuesday, May 19, 2020, at 8:00 a.m. in the City Commission Room of the Municipal Building, located at 112 S. 17th Street, for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Community Development Block Grant-CV Funds provided through the Federal CARES Act. A specific project application to be discussed will be the request for \$300,000.00 to be distributed to qualifying businesses through the CDBG-CV program. Oral and written comments will be recorded and become a part of the City's CDBG Citizen Participation Plan. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

The commission reviewed the agenda for May 18, 2020.

Comments were heard from City Staff and City Commission.

Commissioner Bolinger moved, Commissioner Shaw seconded that we adjourn at 5:29 p.m. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.



Jeff Perez, Mayor

Attest:

May 14, 2019

A handwritten signature in blue ink, reading "Gabrielle Swanwick". The signature is written in a cursive style and is positioned above a horizontal line.

Gabrielle Swanwick, City Clerk

MINUTES
PARSONS CITY COMMISSION
MAY 18, 2020

The Parsons City Commission met in regular session at 6:00 p.m. in the Municipal Building Basement with Mayor, Jeff Perez presiding.

Present: Commissioner Crooks
 Commissioner Cruse
 Commissioner Shaw
 Commissioner Bolinger

Commissioner Cruse moved, Commissioner Bolinger seconded that we approve the agenda with the addition of an addendum. Approved on roll call. Crooks - yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Public Hearing – Economic Development Application

Mayor Perez opened the Public Hearing at 6:02 p.m. A Public Hearing for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Economic Development category. A specific project application to be discussed is Business Finance, at 2607 Jothi Ave, Parsons, Kansas. The funds will be used to purchase equipment and will create 22 jobs. The estimated project cost is \$2,500,000.00 of which \$750,000.00 will be request from the CDBG program. Other project proposals introduced at the hearing will be considered. Oral and written comments will be recorded and become a part of the City's CDBG Citizen Participation Plan. Public Comments were heard from Vicki Pribble. Mayor Perez closed the Public Hearing at 6:25 p.m.

Public Comments

Janet Goedeke – Park Improvement, low areas with water standing.
Chris Schultz, Allen Winters, and Justin Alvarez – Plumbing License Request, want rules for obtaining a plumbing license to be less strict in light of the fact that there is a shortage of plumbers in the are.

Consent Docket as follows:

City Commission Minutes

Approved and authorized City Commission Minutes for April 30 & May 4, 2020.

Accounts Payable Appropriation Ordinance No. 0289

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$431,933.44.

Pay Request No. 2 – CDBG Stormwater Improvements, Project No. 2020-05, Grant No. 20-PF-011

Approved and authorized a payment to BG Consultants, Inc. in the amount of \$6,715.00 for work completed through May 6, 2020. Engineering agreement included the following:

Engineering Design	\$56,900.00
Inspection Services	<u>\$11,100.00</u>
	\$68,000.00

Pay Request No. 11 – Influent Pump Station and Sludge Processing Evaluation

Approved and authorized payment to HDR Engineering in the amount of \$750.00 for work completed through April 25, 2020. Funding source – EPA Compliance Funds.

Pay Request No. 1, HDR Wastewater Treatment Plant Peak Flow Pump Station

Approved and authorized payment to HDR Engineering, Inc. in the amount of \$2,015.00 for work completed through April 25, 2020 for the design of the WWTP Peak Flow Pump Station.

Release Restrict Lake Funds – Tire Grant Match

Approved and authorized the release of \$6,592.50 from the Restricted Lake Account to pay the 50% match for a Waste Tire Grant for 15 picnic tables. The breakdown of the payments is as follows:

Grant Funds	\$ 6,592.50
Lake Restricted Account	<u>\$ 6,592.50</u>
Total	\$13,185.00

Award Bids – Hay 2020

Awarded Hay Bids as follows:

HAY BIDS - 2020

LOCATION	NAME	PER ACRE	
		2020	2019
Elks Shelter – 35 Acres	Giefer Brothers	\$ 52.00	\$ 52.00
N. of Kiwanis – 85 Acres	Roberts Farms	46.26	40.56
Below Dam – 12 Acres	Giefer Brothers	52.00	52.00
Lions Shelter – 35 Acres	Giefer Brothers	52.00	52.00
Camping Area – 30 Acres	Allen Baker	42.10	38.50
S. Galesburg – 5 Acres	Jim Gilpin	19.10	18.25
S. Lake Caretaker – 32 Acres	Jim Gilpin	42.75	52.00
Airport – Tract I – 45.62 Acres	Jeremy Caulkins	35.00	32.00
Airport – Tract II – 45.65 Acres	Jeremy Caulkins	35.00	32.00
Old Landfill - 15 acres	Took off this year		41.20
County Line Industrial - 15 acre	Jim Gilpin	44.15	41.20

Cereal Malt Beverage License

Approved and authorized the Mayor's signature on a Cereal Malt Beverage as follows:

Special Retailer

Shredders LLC – 3330 Main St

Commissioner Bolinger moved, Commissioner Shaw seconded that we approve the Consent Docket. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

NEW BUSINESS

McDonald's Truck Route

Discussed possible solutions to Semi-truck traffic parking and driving on Crawford Street in the 1500 Block.

Resolution No. 3403 – 2020 Small Cities Community Development Block Grant Program

Resolution No. 3403 was presented by Commissioner Cruse, seconded by Commissioner Bolinger certifying legal authority to apply for the 2020 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the Mayor to sign and submit such an application. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – no; Perez – yes.

Commissioner Shaw moved, Commissioner Cruse seconded to receive and file Monthly Departmental Reports for April, 2020. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

Public Comments were heard from Vicki Pribble.

Comments were heard from City Staff:

- A. Sullivan Building – Jim Zaleski, Economic Development Director

Comments were heard from City Commissioners.

Mayor Perez moved, Commissioner Bolinger seconded that we recess to Executive Session to discuss litigation, as allowed to discuss deemed privileged in the attorney-client relationship to KSA 75-4319(b)(2) with City Commissioners, City Manager, City Attorney, and Police Chief in attendance. Open meeting to resume at 8:11 p.m. in the City Commission Room. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.


Returned to open meeting at 8:11 p.m. with no action taken.

Commissioner Cruse moved, Commissioner Crooks seconded that we adjourn at 8:12 p.m. Approved on roll call. Crooks - yes; Cruse – yes; Shaw – yes; Bolinger - yes; Perez - yes.



Jeff Perez, Mayor

Attest:



Gabrielle Swanwick, City Clerk

MINUTES
PARSONS CITY COMMISSION
May 19, 2020

The Parsons City Commission met in a special session at 8:00 a.m. in the Municipal Building, Commission Room with Mayor, Jeff Perez presiding.

Present: Commissioner Crooks
Commissioner Cruse
Commissioner Shaw
Commissioner Bolinger

Commissioner Crooks moved, Commissioner Shaw seconded that we approve the agenda as presented. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

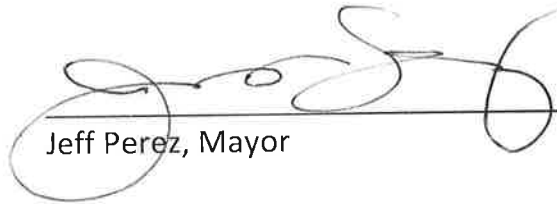
Public Hearing – CDBG-CV Funds through the Federal CARES Act

Mayor Perez opened the Public Hearing Tuesday, May 19, 2020, at 8:02 a.m. in the City Commission Room of the Municipal Building, located at 112 S. 17th Street, for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Community Development Block Grant-CV Funds provided through the Federal CARES Act. A specific project application to be discussed will be the request for \$300,000.00 to be distributed to qualifying businesses through the CDBG-CV program. Oral and written comments were recorded and became a part of the City's CDBG Citizen Participation Plan. Public Comments were heard from Dr. Eva Dudek, Parsons Pet Hospital. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

Resolution No. 3404 – Federal CARES Act CDBG-CV Funds

Resolution No. 3404 was introduced by Commissioner Cruse, seconded by Mayor Perez certifying legal authority and authorization to apply for assistance from the CARES Act under the COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CDBG-CV from the Kansas Department of Commerce.

Commissioner Bolinger moved, Commissioner Cruse seconded that we adjourn at 8:11 a.m. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.



Jeff Perez, Mayor

Attest:



Gabrielle Swanwick, City Clerk

MINUTES
PARSONS CITY COMMISSION
May 28, 2020

The Parsons City Commission met in a work session at 4:30 p.m. in the Municipal Building, Commission Room with Mayor, Jeff Perez presiding.

Present: Commissioner Crooks
Commissioner Cruse
Commissioner Shaw
Commissioner Bolinger

Commissioner Cruse moved, Commissioner Crooks seconded that we approve the agenda as presented. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

The commission reviewed the agenda for June 4, 2020.

Comments were heard from City Staff and Commission.

Mayor Perez moved, Commissioner Cruse seconded that we recess to Executive Session to discuss an unforeseen circumstance, as allowed to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships pursuant to KSA 75-4319(b)(4) with City Commissioners; City Manager; City Attorney; Directors of Utilities, Public Works, and Economic Development in attendance. Open meeting to resume at 5:36 p.m. in the City Commission Room. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

Returned to open meeting at 5:36 p.m. with no action taken.

Mayor Perez moved, Commissioner Cruse seconded that we recess back in to Executive Session to discuss an unforeseen circumstance, as allowed to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships pursuant to KSA 75-4319(b)(4) with City Commissioners; City Manager; City Attorney; Directors of Utilities, Public Works, and Economic Development in attendance. Open meeting to resume at 5:43 p.m. in the City Commission Room. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.

Returned to open meeting at 5:43 p.m. with no action taken.

Commissioner Cruse moved, Commissioner Bolinger seconded that we adjourn at 5:44 p.m. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.



Jeff Perez, Mayor

Attest:



Gabrielle Evans, City Clerk