

MINUTES
PARSONS CITY COMMISSION
NOVEMBER 2, 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 Crooks
 Commissioner Cruse
 Commissioner Shaw
 Commissioner Bolinger

Commissioner Bolinger moved, Commissioner Crooks seconded that we approve the agenda with no changes. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Consent Docket as follows:

City Commission Minutes

Approved and authorized City Commission Minutes for October 1, 5, and 15, 2020.

Accounts Payable Appropriation Ordinance No. 300

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$482,804.25.

Pay Request No. 8, Project 2019-03, KDOT Access Management US Highway 59 Improvements, Clark to Broadway

Approved and authorized payment to Heck & Wicker Construction, Inc. in the amount of \$27,830.99 for work completed from September 14 - 26, 2020.

Pay Request No. 4 – Project 2019-07, Swimming Pool Repairs

Approved and authorized payment to RenoSys Corporation in the amount of \$28,647.90 for work completed through October 16, 2020.

Pay Request No. 1 – Comprehensive Plan Update & Associated Services

Approved and authorized payment to Verdunity, Inc. in the amount of \$29,240.00 for work completed through October 23, 2020 for a consulting services agreement with the City to update the Comprehensive Plan and Zoning Regulations.

Award Bid – Project No. 2020-06 Peak Flow Pump Station & Force Main

Bids were received October 13, 2020 for Project 2020-06, Peak Flow Pump Station and Force Main. Three bids were received and publicly read aloud. Awarded bid to LaForge and Budd Construction Co., Inc. who submitted the lowest and best bid of \$578,000.00.

Award Proposal – Police Department Dispatch Center Remodel

Proposals were received on Wednesday, October 21, 2020 for a safety and upgrade to the existing police dispatch center. Invitations to submit proposals were sent to 17 vendors. There were two responses. One contained no bids and a request for an extension to bid. The other, from 911 Direct, Tallahassee, Florida, in the amount of \$94,384.00, included a complete turn-key project for Phases 1 – 3. Awarded proposal to 911 Direct.

Set Bid Date – Police/Fire Vehicles

Set Thursday, November 12, 2020 at 10:00 a.m. in the Municipal Building as a date and time to receive bids for new Police and Fire Vehicles.

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.

Health Insurance – 2021

Commissioner Cruse moved, Mayor Perez seconded to approve the City Manager’s signature on an agreement with Blue Cross/Blue Shield for employee Health Insurance for 2021. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Mayor Perez moved, Commissioner Cruse seconded to allow City Staff to move forward with a new website. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.

Fire Chief Kenny Ward gave a presentation on the United Way.

Comments were heard from City Staff and City Commissioners.

Commissioner Cruse moved, Commissioner Bolinger seconded that we adjourn at 6:42 p.m. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez - yes.


Jeff Perez, Mayor

Attest:


Gabrielle Evans, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 12, 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
Absent: 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; Perez – yes.

Melissa Johnston, New Executive Director of the Chamber of Commerce was introduced. She told the Commission about the Chamber's plans for a "Reverse" Christmas Parade. Floats and bands will park in Marvel Park and people will drive through to see them. It will be a Merry "Grinchmas" Theme. Entries for the parade will be accepted until November 24, 2020.

The commission reviewed the agenda for November 16, 2020.

Comments were heard from City Staff and Commissioners.

Commissioner Cruse moved, Commissioner Crooks seconded that we adjourn at 4:58 p.m. Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Perez – yes.

Attest:


Jeff Perez, Mayor


Gabrielle Evans, City Clerk

MINUTES
PARSONS CITY COMMISSION
NOVEMBER 16, 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 Crooks
 Commissioner Cruse
 Commissioner Shaw
 Commissioner Bolinger

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

Consent Docket as follows:

City Commission Minutes

Approved and authorized City Commission Minutes for October 19 & 29, 2020.

Accounts Payable Appropriation Ordinance No. 301

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$578,565.62.

Pay Request No. 8 – 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 \$8,425.00 for work completed through November 3, 2020.

Pay Request No. 6, HDR Wastewater Treatment Plant Peak Flow Pump Station

Approved and authorized payment to HDR Engineering, Inc. in the amount of \$3,462.00 for work completed through October 24, 2020 for the design of the WWTP Peak Flow Pump Station.

Pay Request No. 9 – Project 2019-03, KDOT Access Management US Hwy 59 Improvements, Clark to Broadway

Approved and authorized payment to Heck & Wicker Construction, Inc. in the amount of \$25,210.26 for work completed from October 27 to November 9, 2020.

Pay Request No. 1 – Project 2020-07, Concrete Resurfacing, 1400 Blk of Morgan

Approved and authorized payment to Greg Hinman Construction, Inc. in the amount of \$52,494.24 for work completed from October 19 to November 15, 2020.

Audit Services for 2020

Jarred, Gilmore, Phillips has submitted a proposal for audit services for the year ending December 31, 2020. The amount will not exceed \$14,000.00, which includes travel and out of pocket expenses. If a Single Audit is required for Federal Funding it will be an additional \$1,900.00. Approved and authorized the Mayor's signature on the agreement for Audit Services.

Christmas Parade 2020

Parsons Chamber of Commerce Christmas Parade will be held on Thursday, December 3, 2020 at 7:00 p.m. The theme will be "Parsons Merry Grinchmas Parade". It will be a reverse parade and will be held in Marvel Park. The floats, bands, and other entries will be lined on each side of the roads in Marvel Park. Vehicles will enter at the west entrance of Marvel Park and exit at the east entrance. The Chamber will be working with the Police Department to work the final details in the next week. Approved the use of Marvel Park and the closure of the low water bridge on Thursday, December 3, 2020 from noon to 10:00 p.m.

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

OLD BUSINESS

Mask Ordinance Extension

On September 21, 2020 the City Commission adopted Ordinance No. 6478 extending the requirement to wear face masks in certain locations in the City of Parsons. The extension is in effect until 11:59 P.M. on December 7, 2020. This ordinance also allows the City Commission to extend this requirement by Resolution. City Commission agreed to vote on the extension at the meeting on December 7, 2020.

NEW BUSINESS

Award Bids – Police Vehicles

Proposals for new Police and Fire Vehicles were received Thursday, November 12, 2020 at 10:00 a.m. in the Municipal Building, City Clerk's office. Bid Packets were sent to 17 vendors. A total of 4 bid proposals were received from vendors for police vehicles. Only one vendor, SERV (Superior Emergency Response Vehicles) in Andover, Kansas, could provide delivery within 60 days, with December 31, 2020 being their delivery date. SERV has previously provided fully equipped vehicles to the police department. Commissioner Bolinger moved, Commissioner Crooks seconded to award the bid to SERV. Funding – Public Safety Sales Tax Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

Appointment to Comprehensive Plan Update and Zoning Regulations Advisory Committee

Verdunity has begun work on the Comprehensive Plan Update and Zoning Regulations. One of the first steps is to establish an advisory committee. This will be a nine member advisory committee, which will include 2 members of the Planning Commission and one City Commissioner. Commissioner Leland Crooks volunteered to represent the Commission on the Committee. Commissioner Bolinger moved, Commissioner Cruse seconded to nominate Commissioner Crooks to serve on the Committee. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

Placement of Lights in Forest Park

A citizen has requested additional lighting in the southeast area of Forest Park. Staff has looked at the area in the evening hours and agree that there needs to be additional lighting. The following plan has been outlined:

1. Two (2) additional lights – decorative poles at a cost of \$5,200.00 each, including the underground wiring, pole, LED fixture, and labor.
2. Additional light fixtures to existing poles directed into the park.
3. Additional light fixtures on a pole at the tennis court pointing into the park area.

This work will be completed and evaluated. A decision will then be made to determine if any other additional lighting will be necessary. Commissioner Bolinger moved, Commissioner Shaw seconded to approve the recommended plan. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

Ordinance No. 6481 – General Obligation Bonds, Main Trafficway Improvements

Ordinance No. 6481 was introduced by Commissioner Cruse, seconded by Commissioner Bolinger authorizing the City to make Main Trafficway Improvements; authorizing the City to issue General Obligation Bonds in an approximate principal amount of \$1,430,000.00 to pay the costs of the Main Trafficway Improvements. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

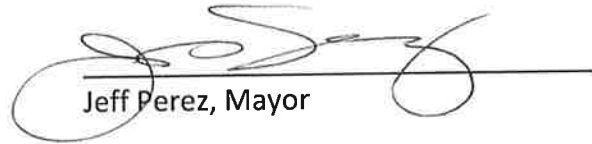
Resolution No. 3413 – Bond Offering, Main Trafficway Improvements

Resolution No. 3413 was introduced by Commissioner Cruse, seconded by Commissioner Bolinger declaring it necessary and advisable to authorize and provide for the underwriting and offering for sale of the City's General Obligation Refunding and Improvement Bonds, Series 2021 in the approximate principal amount of \$3,900,000.00. Approved on roll call. Crooks – yes; Cruse – yes; Shaw - yes; Bolinger – yes; Perez – yes.

Public Comments were heard from Ryan Robertson.

Comments were heard from City Staff and City Commissioners.

Commissioner Cruse moved, Commissioner Bolinger seconded that we adjourn at 7:14 p.m.
Approved on roll call. Crooks – yes; Cruse – yes; Shaw – yes; Bolinger – yes; Perez – yes.



Jeff Perez, Mayor

Attest:



Gabrielle Evans, City Clerk