

MINUTES  
PARSONS CITY COMMISSION  
February 2, 2023

The Parsons City Commission met in a work session at 4:30 p.m. in the Municipal Building, Commission Room with President of the Board Eric Strait presiding.

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

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

Presentation

Chief Spinks and Hector Soliman – FLOCK Automatic License Plate Readers

Purchase of Tandem Axle Mobile skid mounted Powerwasher Trailer

Commissioner Strait moved, Commissioner Bolinger seconded to approve the purchase of Tandem Axle Mobile Skid mounted Power washer Trailer. Model 5355J Skid Mounted Hot Pressure washer mounted on a tandem axle Kodiak Trailer and Mobile Powerwash equipment for a total of \$20,750.00 from Hy-Flo Equipment. The installation package includes all tanks hoses and plumbing, labor and 14' heavy duty tandem axle Kodiak Trailer (14' x 76'). Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes.

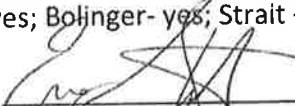
The commission reviewed the agenda for February 6, 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff.

Comments were heard from City Commissioners.

Commissioner Bolinger moved; Commissioner Crooks seconded that we adjourn at 5:53 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger- yes; Strait – yes.

  
Eric Strait, President of the Board

Attest:

  
Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
February 6, 2023

The Parsons City Commission met in regular session at 6:00 p.m. in the Municipal Building Commission Room with President of the Board Eric Strait presiding.

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

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

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the January 17, 2023 and February 2, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 353

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$837,143.65.

Cereal Malt Beverage License Renewals for 2023

Approved and authorized the President of the Board's signature on the Cereal Malt Beverage License for February 7, 2023 to December 31, 2023:

Limited Retailer

Family Dollar #20888 – 200 S. 21<sup>st</sup> Street

Tolen Creek Trail

Authorized the City and TranSystems Agreement for Tolen Creek Project. This project is for the engineering design for the Tolen Creek Trail. The City has applied for and received a KDOT TA Grant. Design services shall be performed for a not to exceed amount of \$82,000.00, including all reimbursables.

Tax Abatements

In accordance with the requirements of K.S.A. 79-210, and the annual review and consideration of the above-referenced matter by the City of Parsons, Kansas (the "City"), the undersigned hereby certifies that the property previously exempted by the above-referenced Order(s) of the Kansas Board of Tax Appeals continues to meet all the terms and conditions by the City as a condition of granting the exemption.

February 6, 2023

Parsons Hospitality Holding, LLC  
Tax Abatement Docket No. 2020-792-IRBX  
Ducommun Aerostructures, Inc.  
Tax Abatement Docket No. 2017-5507-IRBX  
Tax Abatement Docket No. 2018-1923-IRBX  
Tax Abatement Docket No. 2019-697-IRBX  
Grandview Products Co., Inc.  
Tax Abatement Docket No. 2015-733-EDX

Request for 2023 dates to use Tolen Creek Park for a 3-D Archery Shoot, approving a permit under Sec. 450.5 Parsons Recreational Weapons Code for the Labette County Archery Club

Approved a permit under Sec. 450.5 Parsons Recreational Weapons Code for the Labette County Archery Club to hold their 3-D shoots in 2023 and be provided a key to the gates and bollards for access to the back of the trail. The Labette County Archery Club would like to hold four prescheduled 3-D archery shoots at Tolen Creek. The location has been a great success and the club would like to continue to utilize the facility through 2023 on the following dates – April 2, May 7, June 4 and Sept. 3, 2023 from 8:00 a.m. – 4:00 p.m.

They are requesting a permit under Sec. 450.5 Parsons Recreational Weapons Code for the 3-D shoot. They are well aware of the insurance and safety requirements of an event of this nature. This request also carries with it a request for a key to the gates and bollards that prohibit vehicles from crossing the bridges in Tolen Creek.

Appropriate signage will be placed at the entrances to the walking trail for safety. Walkers that day will still be able to use the trail section north of 400 highway.

Street Closure – Relay for Life

Approved use of Forest Park and Road Closures for the Relay for Life of Labette County. Relay for Life of Labette County would like to hold the event Saturday, September 9, 2023 from 4:00 p.m. to 10:00 p.m. in Forest Park.

Our Relay would be using the Seaton Family Pavilion (along with rooms/storage area within the pavilion), Kiwanis Shelter and some sidewalks with Forest Park. We will need electricity to the Seaton Family Pavilion, outlets within the park, the restrooms unlocked, extra trash cans and have access to the electrical panel that is at the north side of the park area. The entertainment we have scheduled for the evening will require some lights to be shut off within the northwest side of the park for about a 10-15 minute window. Full lights will be turned back on after the entertainment is completed.

We would like the street blocked off on Broadway from South 13<sup>th</sup> Street to Heacock. See map attached. Our intention is having food trucks set up on the street. With the road closure that will provide extra safety measurers for participants and guests.

Pay Request No. 3, Project 2020-06, Peak Flow Pump Station and Force Main

Approved and authorized payment to LaForge and Budd Construction Co. for Pay Request No. 3 for work accomplished through January 30, 2023 for Project 2020-06, Peak Flow Pump Station and Force Main in the amount of \$56,070.00. Funding is from KDHE Revolving Loan Funds.

Set Date to Receive Bids for 2023 Sanitation Refuse Truck

Set Bid Date for 2023 Sanitation Refuse Truck to March 1, 2023 at 1:30 p.m. in the Commission Room on the first floor of the City Municipal Building.

Kansas Department of Wildlife, Parks & Tourism – 2023 Annual Operation and Maintenance Assurance Statement

Approved and authorized the President of the Board's signature on the Kansas Department of Wildlife, Parks & Tourism – 2023 Annual Operation and Maintenance Assurance Statement for the following:

| <u>NPS Project No.</u> | <u>Project Title</u>                       |
|------------------------|--|
| 20-00200               | Marvel Park Project                        |
| 20-00239               | Forest Park Improvements                   |
| 20-00355               | Forest Park Improvements and Swimming Pool |

Parsons Elk Lodge #527 5<sup>th</sup> Annual St. Patrick's Day Parade

Approved use of street, street closures, common consumption area and barricades. The Elk's Lodge St. Patrick's Day Committee is requesting closure of the following streets for the 5<sup>th</sup> Annual St. Patrick's Day Parade on March 18<sup>th</sup> and a common consumption area for downtown Parsons.

Parade Route:

Stevens and Central South to Main, East on Main to 17<sup>th</sup>, South on 17<sup>th</sup> to Broadway; West on Broadway across Central to Katy Dr., Following Katy Drive with disbandment before Central.

Common Consumption Area:

Main Street from Central to 17<sup>th</sup> Street

The Parade committee will supply the volunteers to setup and take down barricades, as designated by the map.

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

Ordinance

Ordinance No. 6531 – Fire Contracts

Commissioner Crooks moved, Commissioner Shaw seconded to approve and authorize the President of the Board's Signature on Ordinance No. 6531 authorizing a contract for furnishing firefighting services by the Parsons Fire Department to Pamela R. Cruse, 125 Sunset Strip Rd, Parsons, KS and

February 6, 2023

Anthony & Julie Encarnacion, 1720 23000 Rd, Parsons, KS. Locations does not exceed two miles outside the corporate city limits. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes.

Resolution

Resolution No. 3441 – Supporting Updated Housing Study

Commissioner Crooks moved, Commissioner Shaw seconded to approve and authorize the President of the Board's signature on Resolution No. 3441. A housing study was completed for both Labette County and the City of Parsons in 2018. The Kansas Housing Corporation and the Department of Commerce will accept an updated version of this study as approved by the local governing body. This resolution supporting the addendum to the study effectively updates the study for use in the grant request process for housing grants into the future. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Cruse – yes.

Comments were heard from Vicki Pribble and Ervin Curtis.

Comments were heard from City Staff and City Commissioners.

2022 Accomplishments

Derek Clevenger – Utilities

Darrell Moyer – Public Works

Chief Brad Boss – Fire Department

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 7:29 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes.

  
Eric Strait, President of the Board

Attest:

  
Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
February 16, 2023

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

Present:       Commissioner Shaw  
                  Commissioner Crooks  
                  Commissioner Bolinger  
                  Commissioner Strait

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

The commission reviewed the agenda for February 20, 2023.

Discussion of Food Truck Permits

Resolution

Resolution No. 3442 – Support for Moderate Income Housing (MIH) Request for Proposals

Commissioner Bolinger moved, Commissioner Crooks seconded to approve and authorize the Mayor’s signature on Resolution No. 3442. The Kansas Housing Resources Corporation MIH program is funded through the State Housing Trust Fund with the purpose of administering and supporting housing programs. Housing for moderate income households is vital for economic development, yet difficult to achieve given that most federal housing programs serve a lower income bracket, and market supply is limited due to high development cost, low appraisals, tight lending conditions, and lack of investor interest.

The City’s proposal will assist in providing 14 new single-family residential homes for moderate-income families on city owned lots.

The Resolution is for support to apply and participate in the Kansas Moderate Income Housing Request for Proposal. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff.

Comments were heard from City Commissioners.

Commissioner Bolinger moved; Commissioner Crooks seconded that we adjourn at 5:38 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger- yes; Strait – yes; Cruse - yes.

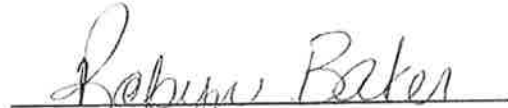
CITY COMMISSION – PAGE 2  
February 16, 2023



---

Kevin Cruse, Mayor

Attest:



---

Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
February 20, 2023

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

Present: Commissioner Crooks  
Commissioner Bolinger  
Commissioner Strait  
Absent: Commissioner Shaw

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

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the February 6, 2023 and February 16, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 354

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$363,564.44.

Pay Request No. 12, Parsons Public Safety Center

Approved and authorized payment to SFS Architecture for Pay Request No. 12 in the amount of \$4,925.00 for work completed through January 31, 2023.

Pay Request No. 8, Midwest Engineering Group, LLC for Corning Ave. Storm Water Lift Station Rehabilitation Design

Approved and authorized payment to Midwest Engineering Group, LLC for Pay Request No. 8 in the amount of \$3,397.05 for work completed through February 13, 2023 for the Storm Water Lift Station Rehabilitation Design.

Pay Request No. 4 KLETC Building Remodel from Greg Hinman Construction

Approved Pay Request No. 4 to Greg Hinman Construction for work performed through January 31, 2023 in the amount of \$52,573.70.

Pay Request from TLC Nursery for mowing of City Property

Approved payment to TLC Nursery for Invoice #1621 – Ward 1 Mowing, Last mow of 2022 year, \$1,397.50 – Ward 2 Mowing, Last mow of 2022 year, \$225.00 for a total of \$1,622.50.



Earth Day 2023

Approved request from Pam Dougan, Farm Bureau Association. She has requested street closure on Broadway Avenue- the block east of Heacock and the partial block on the south side of the LCC gym and closure of Heacock St from Main and south to the pool parking lot for the Annual Earth Day Celebration, April 18, 2023 from 7:00 a.m. to 4:00 p.m. They are requesting Forest Park be mowed, and the shelters clean, the park and shelter houses reserved for the teachers and students to eat their sack lunches.

In the past, we have provided bleachers for the students to sit during the Mobile Dairy presentation. They are usually on the grass on the east side of the park along Heacock (across from the south end of the Rec Center).

In case of inclement weather, Ms. Dougan has requested an alternate date of April 20, 2023.

Request for signature on contract for engineering of 34 acres

Approved the Mayor's signature on the contract with BG Consultants for engineering of the 34 acre plot of land. The commission approved the expenditure of up to \$50,000 of economic development funds for housing issues in late 2022. The contract being presented today is the execution of the engineering study for the 34 acres on the east side of the city bordered on the west by Kay Lane and on the east by Queens Road. The total fee, plus some expenses, will be \$57,350. The City has applied for a repayable SHOVL grant from the State to assist in this project.

Commissioner Bolinger moved, Commissioner Strait seconded that we approve the Consent Docket as presented. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Departmental Reports

Monthly Reports were received and filed for January 2023.

Comments were heard from City Staff and City Commissioners.

2022 Accomplishments

Matt Hoisington – Auditorium/ Facilities Director

Commissioner Bolinger moved, Commissioner Strait seconded that we adjourn at 6:52 p.m. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

  
\_\_\_\_\_  
Kevin Cruse, Mayor

Attest:  
  
\_\_\_\_\_  
Robyn Baker City Clerk