

MINUTES
PARSONS CITY COMMISSION
July 3, 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 Crooks seconded that we approve the agenda was 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 June 21, 2023 and June 29, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 363

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$428,525.69.

Approve Olsson Associates Master Agreement for Professional Services

Approved and authorized the President of the Board's signature on the master agreement for professional services from Olsson and Associates. Individual work orders will be approved as needed as described in the master agreement.

Indigent Defense Agreement – Cliff Lee

Approved and authorized the President of the Board's signature on the agreement with Clifford Lee which is an attorney providing court appointed legal counsel for Parsons Municipal Court. His firm is requesting that he have a written contract for providing these services. The appointed attorney fee charged to defendants will be \$200.00. The contract rate will be \$200.00 per case.

Vacant Lot Program

Approved and authorized the President of the Board's signature on the quick claim deeds. The City Commission previously approved a program whereby property owners whose land is adjacent to a vacant city lot can request the City's lot be deeded to them as long as they agree to pay the property taxes and mow said lot. Two tracts have been requested under this program.

July 3, 2023

Charles and Dorothy Gross requested the lot located at 2331 Morgan Ave, located West of their property at 0 Morgan.

Donald D. Dixon and Christine M. Dixon requested the lot located at 2231 Belmont, located West of their property at 2225 Belmont.

Pay Request #2 for Hinman Construction, Project 2023-05, at 2103 Corning

Approved Pay request #2 to Hinman Construction, Project 2023-05, Labor & Materials sued from June 1, 2023 to June 28, 2023 for Law Enforcement Training Facility at 2103 Corning, for a total of \$65,800.00.

Americans with Disabilities Act Anniversary Celebration

Approved the request for closure of the parking lot and 18th Street and provision of electrical and water service as well as picnic tables, extra trash cans and barricades to block traffic. Olivia Francisco of SKIL requested the closure of the Parking Lot behind SKIL and 28th street between Main and Washington Ave., on the east side of SKIL from 7:00 a.m. to 3:00 p.m. on July 26, 2023. They requested use of electrical and water serviced to be on for the event as well as picnic tables, extra trash cans and barricades to block traffic.

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

Comments were heard from Vicki Pribble and Ryan Robertson.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 6:39 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes.



Kevin Cruse, Mayor

Attest:



Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
July 13, 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 July 17, 2023.

Parsons Recreation Center Road Closure Request

Commissioner Shaw moved, Commissioner Bolinger seconded to approve the road closure and barricades for a Youth Softball Tournament that the Parsons Recreation Center is hosting on Monday, July 17th through Wednesday, July 19th, 4:30 p.m. to 9:00 p.m. each evening. Barricades are needed in the following locations for traffic control and the safety of participants and attendees. South of Main on 10th Street at South end of small parking area; Corner of Broadway and 10th by Ray Bennett Field; South end of Ray Bennett Field on 10th Street. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Comments were heard from Courtney Stangle on doing a fundraiser for the Viking Softball Field Scoreboard. The commission gave their blessing to start fundraising for the Viking Softball Field scoreboard, as well as, fencing for dugouts, concrete for bull pen and shed for equipment storage.

Comments were heard from City Staff and City Commissioners.

Executive Session

Mayor Cruse moved, Commissioner Strait seconded to go into executive session to discuss non-elected personnel issues, as allowed to discuss that which would be deemed privileged in the non-elect personnel pursuant to KSA 75-4319(b)(1) with the City Commissioners and City Manager in attendance. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Returned from executive session with no action taken at 5:13 p.m


Mayor Cruse moved, Commissioner Bolinger seconded to go back into executive session to discuss non-elected personnel issues, as allowed to discuss that which would be deemed privileged in the non-elect personnel pursuant to KSA 75-4319(b)(1) with

July 13, 2023

the City Commissioners and City Manager in attendance. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Returned from executive session with no action taken at 5:24 p.m

Commissioner Bolinger moved; Commissioner Crooks seconded that we adjourn at 5:26 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger- yes; Strait – yes; Cruse - yes.



Kevin Cruse, Mayor

Attest:)



Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
July 17, 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 Shaw
 Commissioner Crooks
 Commissioner Bolinger
 Commissioner Strait

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

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the July 3, 2023 and July 13, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 364

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$393,007.55.

Replat of Lots 5 & 6, Block 1, Wayne Moran Industrial Park

Approved the replat of Lots 5 & 6, Block 1, Wayne Moran Industrial Park and authorized the Mayor's signature on the plat. The Planning Commission at their June 20, 2023, meeting recommended approval to the City Commission the final plat for the Replat of Lots 5 & 6, Block 1, Wayne Moran Industrial Park. The reason for the re-plat is to extend the existing platted street north to allow Evergy to install a new electrical substation.

Payment to TranSystems Corporation for Parsons Bridge Rehabilitation

Approved payment of invoices to TranSystems Corporation for professional services for bridge rehabilitation (INV-0004014409 for \$5,080.45; INV-0003945045 for \$15,745.40; INV-0003921160) for \$28,774.64 for a total of \$49,600.49 for work completed through January 27, 2023.

Request for Approval of the Contract for 17.9 acres of Land in the Flynn Industrial Park

Approved and authorized the Mayor's signature on Contract with Old Dominion for 17.9 acres of land in the Flynn Industrial Park. After negotiations with Old Dominion corporate offices there's been an offer made on 17.9 acres of land immediately north of the Old Dominion location. An initial offer of \$179,700 has been made for the property and after negotiations

July 17, 2023

the buyer submitted an offer of \$185,091.00. Their realtor will be paid out of these funds and any title or survey work will be paid for as detailed in the contract.

Pay Request No. 1, BG Consultants for Engineering Study

Approved Pay Request No. 1 to BG Consultants in the amount of \$10,850.00. Pay Request No. 1 is for 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.

Approve Use of the Hay Meadow North of Kiwanis Shelter for a Model Airplane Fly Area at Parsons Lake

Approved the Mayor's signature on letter allowing use of the hay meadow North of Kiwanis shelter at Parsons Lake for a model airplane fly area. FAA will soon be requiring designated fly areas for model airplanes and drones. The Lakeside Flyers Club requested permission to use the 60 acres of hay meadow North of the Kiwanis Shelter at Parsons Lake as their dedicated fly area. The Lakeside Flyers have been using this area for multiple years with verbal permission. With the new regulations they requested permission in writing to meet the new requirements.

Pay Request No. 3, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory

Approved Pay Request No. 3 to Trekk Design Group, LLC. On December 19, 2022, Trekk Design Group, Inc. entered into an agreement with the City for Lead Service Line Inventory for an amount not to exceed \$324,156.75. The attached pay request is for Invoice No. 23-000653 for work completed through June 22, 2023, in the amount of \$21,548.32. The remaining balance is \$237,826.27.

Agreement with DGM Consultants, P.A. for Professional Services for Project 2023-04, Municipal Building Masonry Repairs

Approved and authorized the Mayor's signature on the agreement with DGM Consultants, P.A. The City commission awarded the Municipal Building Masonry Repairs to Innovative Masonry Restoration on June 21, 2023. The proposed start date for this contract is August 1, 2023. DGM Consultants, P.A. have sent Amendment #2 for the proposal of inspection services at a total cost not to exceed \$81,500.00.

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

New Business

Request for D.V. Reed Trust Fund

Commissioner Strait moved, Commissioner Bolinger seconded to approve and authorize the submission of the request for \$8,000.00 to Care Cupboard Hygiene Pantry to Labette County

July 17, 2023

District Court for the funding. Care Cupboard Hygiene Pantry will begin its third year in August and continues to grow every month. Thirty to forty new families are coming every month. The June distribution saw 225 families visit. That equaled 505 people of all ages, ethnicities, and socioeconomic status. Thanks to donations of money, products, and time, they continue to bless people month after month by providing the essential hygiene products each month.

From their simple dream of serving 100 families to budgeting for 300 in 2023, they have seen the annual budget more than triple from \$17,000 to \$52,000. With rising costs, back to school, and the holidays right around the corner, they anticipate more families will utilize their services. At the present time, they are serving more than 5% of the City of Parsons.

They have made a request in the amount of \$8,000.00 from the D.V. Reed Fund. This will provide 920 essential kits. The program is to be used for the needy poor of the community. I feel this meets the criteria of the fund. The current balance of the fund is \$11,220.89. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Resolution

Resolution No. 3452 – Property Tax Rate Exceeding the Revenue Neutral Rate

Commissioner Shaw moved, Commissioner Bolinger seconded to approve and authorize the Mayor’s signature on Resolution No. 3452 of the City of Parsons, Kansas regarding the governing body’s intent to levy a property tax exceeding the Revenue Neutral Rate. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Departmental Reports

Mayor Cruse moved, Commissioner Strait seconded to receive and file June monthly reports. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Comments were heard from Vicki Pribble and Ryan Robertson.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 7:06 p.m. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.



Kevin Cruse, Mayor

Attest:


Robyn Baker, City Clerk