

MINUTES
PARSONS CITY COMMISSION
November 2, 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. Voice vote passed unanimously.

The commission reviewed the agenda for November 6, 2023.

Ordinance

Ordinance No. 6547 – Loan Agreement Between City of Parsons and the Kansas Department of Health

Commissioner Bolinger moved, Commissioner Strait seconded to approve and authorize the Mayor's signature on Ordinance No. 6547 authorizing the execution of a loan agreement between the City of Parsons, Kansas and the State of Kansas, acting by and through the Kansas Department of Health and Environment for the purpose of obtaining a loan from the Kansas Public Water Supply Loan Fund for the purpose of financing a public water supply project; establishing a dedicated source of revenue for repayment of such loan; authorizing and approving certain documents in connection therewith; and authorizing certain other actions in connection with the loan agreement. 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 and City Commissioners.

Executive Session

Mayor Cruse moved, Commissioner Bolinger seconded for the city commission to recess into executive session to discuss possible litigation as allowed to discuss items which are deemed privileged in the attorney-client relationship to KSA 75-4319(b)(2) with City Manager, City Attorney, City Commissioners and Utility Director present. Voice vote passed unanimously. Return from executive session with no action taken.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 5:20 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:



Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 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. Voice vote passed unanimously.

The commission reviewed the agenda for November 20, 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved; Commissioner Crooks seconded that we adjourn at 5:34 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:



Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 6, 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 Strait seconded that we approve the agenda as presented. Voice vote passed unanimously.

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the October 16, 2023 and November 2, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 371

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$1,105,118.95.

Pay Request No. 4, J. Graham Construction, inc. on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01

Approved and authorized Pay Request No. 4 to J. Graham Construction, Inc. for \$114,699.60 for work on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01 for work completed through October 27, 2023.

Blue Cross/Blue Shield Renewal for 2024

Approved and authorized the City Manager's signature on the renewal with Blue Cross/Blue Shield for 2023. The Health Insurance Committee received renewal rates for health insurance from Blue Cross/Blue Shield for 2024.

	<u>2023</u>	<u>2024</u>
Employee	\$397.32	\$397.28
Employee/Children	\$803.74	\$803.57
Employee/Spouse	\$852.72	\$852.55
Family	\$1,259.13	\$1,258.83

All coverage remained the same.

November 6, 2023

Pay Request No. 3, 21st Street Basin and Downtown Basin Rehab Design

Approved and authorized payment for Pay Request No. 3 to HDR Engineering, Inc. for \$9,290.00 for work completed through September 30, 2023. HDR entered into an engineering agreement with the City for Design of 21st Basin, Rosewood Basin, and Downtown Basin Rehab.

Harry Hynes Memorial Hospice Lights of Life Tree Lighting Ceremony

Approved street closure and use of barricades for the Harry Hynes Memorial Hospice Lights of Life Tree Lighting Ceremony that is scheduled for Tuesday, November 28, 2023. For the safety of the community in attendance, they requested that the downtown be closed to vehicle traffic from 5:00 p.m. until 7:30 p.m. This would involve blocking off Main from 18th Street to Central using city barricades. Barricades placed at the appropriate intersections will be set up and taken down by Harry Hynes Memorial Hospice staff.

Parsons Elk's Lodge #527 6th Annual St. Patrick's Day Parade

Approved the street closure and common consumption area as described below, including the route and date of the St. Patrick's Day Parade. The Elk's Lodge will be hosting the St. Patrick's Day Parade on March 16, 2024. The times will be determined closer to the event date. They have requested to use the following route:

Stevens and Central to Main, East on Main to 17th Street, South on 17th Street to Broadway; West on Broadway across Central to Katy Dr., following Katy Drive with disbandment before Central.

This unusually early request is being made with the intention of allowing the Elk's Parade Committee to sell banner advertisements in the next four (4) months to help fund the parade if the parade and activities are approved.

Common Consumption:

The Common Consumption Area for this event shall be defined as Main Street from Central Avenue to 17th Street.

Commissioner Bolinger moved, Commissioner Crooks 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

D.V. Reed Funds Request

Commissioner Strait moved, Mayor Cruse seconded to approve the request in the amount of \$3,000.00 from Safe Haven Outreach Mission and approved the submission of the paperwork to the Labette County District Court for the funding. Safe Haven Outreach Mission is an outreach program that serves the homeless in our community.

November 6, 2023

They made a request of \$7,500.00 from the D.V. Reed Fund. 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 \$3,236.59. Staff suggestion was to grant them \$3,000.00 now and then let them know they will be able to apply again after February 1, 2024. This would leave a balance of \$236.59. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

RESOLUTIONS

Resolution No. 3456 – Set Hearing Date for Demolition of Houses

Commissioner Bolinger moved, Commissioner Strait seconded to approve and authorize the Mayor’s signature on Resolution No. 3456 setting the hearing date for December 28, 2023 at 4:30 p.m. for the City Commission to make its determination on whether the structures should be condemned. The demolition of structures located at:

2811 Crawford Ave.	1600 Dirr Ave.	1605 Gabriel Ave.
1800 Gabriel Ave.	1509 Corning Ave.	1608 Corning Ave.
2701 Appleton Ave.	2004 Appleton Ave.	1423 Crawford Ave.
2321 Appleton Ave.	2205 Corning Ave.	1804 Gabriel Ave.
2509 Crawford Ave.	2325 Crawford Ave.	2531 Morgan Ave.
309 S. 14 th St.		

Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Resolution No. 3457 – Oakwood Cemetery – K9 Karim

Commissioner Shaw moved, Commissioner Bolinger seconded to approve and authorize the Mayor’s signature on Resolution No. 3457 making a resolution of the City of Parsons, Kansas, honoring Police Canine Karim and his service to the City of Parsons as well as allowing his remains and the remains of all current and future canine units to be interned in Oakwood Cemetery. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse - yes.

Resolution No. 3458 – Support for Moderate Income Housing (MIH) Request for Proposals

Commissioner Strait moved, Commissioner Bolinger seconded to approve and authorize the Mayor’s signature on Resolution No. 3458. 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 costs, 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 and City Commissioners.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 6:31 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:


Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 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. Voice vote passed unanimously.

PRESENTATION

Service Awards

15 Years Shane McElfresh – Sanitation Supervisor
Christopher Holding – Water Treatment Plant Supervisor
Kyle Wiford – Police Lieutenant
Clinton Stover – Wastewater Treatment Plant Foreman
25 Years Matt Hoisington – Event and Media Director
Charlotte Lamb – Police Department Adm. Assistant
40 Years Charles Blackburn – Sanitation Driver

PROCLAMATION

Giving Tuesday – November 28, 2023

Consent Docket as follows:

City Commission Minutes

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

Accounts Payable Appropriation Ordinance No. 372

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$420,402.04.

Change Order No. 2, J. Graham Construction, Inc. on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50 U-2392-01

Approved and authorized Change Order No. 2 to J. Graham Construction, Inc. for a decrease of \$1,102.40 on the KDOT 59-50 U-2392-01 Resurfacing Project Clark to Dirr Ave. The new contract total including this change order is in the amount of \$307,513.90.

Pay Request No. 5 and Final, J. Graham Construction, inc. on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01

Approved and authorized Pay Request No. 5 and Final to J. Graham Construction, Inc. for \$48,004.84 for work on KDOT CCLIP Project No. 2023-03 Resurfacing Project (US Hwy 59 Clark to Dirr) KDOT 59-50-U-2392-01 for work completed through October 27, 2023.

Pay Request No. 11, Midwest Engineering Group, LLC for Corning Ave., Storm Water Lift Station Rehabilitation Design

Approved Pay Request No. 11 to Midwest Engineering Group, LLC on an engineering agreement with the City for the design of Corning Ave. Storm Water Lift Station Rehabilitation. This pay request is for \$4,096.20 for work completed through November 10, 2023.

Set Date to Receive Bids for 2024 Water Treatment Plant Chemicals

Set bid date as December 12, 2023 at 1:30 p.m. as the date and time to receive bids for the 2024 Water Treatment Plant Chemicals. Bid opening to be held in the Commission Room on the first floor of the City Municipal Building,

Pay Request No. 1, Project 2023-04, Innovative Masonry Restoration Services

Approved Pay Request No. 1 for Project 2023-04 for services through October 31, 2023 in the amount of \$121,115.05 to Innovative Masonry Restoration.

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.

ORDINANCES

Ordinance No. 6548 – Industrial Fund Incentive

Commissioner Strait moved, Commissioner Bolinger seconded to approve Ordinance No. 6548 to appropriate \$6,000.00 from the Industrial Fund of the City of Parsons, Kansas for an incentive to Grandview Cabinetry. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Ordinance No. 6549 – Standard Traffic Ordinance

Mayor Cruse moved, Commissioner Strait seconded to approve Ordinance No. 6549 regulating traffic within the corporate limits of the City of Parsons, Kansas; incorporating by reference the “Standard Traffic Ordinance for Kansas Cities,” Edition of 2023; and repealing Ordinance No. 6501. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Ordinance No. 6550 – Uniform Public Offense Code for Kansas Cities

Commissioner Bolinger moved, Mayor Cruse seconded Ordinance No. 6550 regulating Public Offense within the corporate limits of the City of Parsons, Kansas; incorporating by reference the “Uniform Public Offense Code for Kansas Cities,” Edition of 2023; and repealing Ordinance No. 6502. Approved on roll call. Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.


DEPARTMENTAL REPORTS

Commissioner Strait moved, Commissioner Crooks seconded to receive and file October 2023 monthly reports. Voice vote passed unanimously.

Comments were heard from Vicki Pribble and Ryan Robertson.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved, Commissioner Strait seconded that we adjourn at 6:19 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:



Robyn Baker, City Clerk

MINUTES
PARSONS CITY COMMISSION
November 30, 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 Strait
Absent: Commissioner Bolinger

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

Derek Clevenger gave an update on the water treatment carbon feeder.

The commission reviewed the agenda for December 4, 2023.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Commissioner Crooks moved; Commissioner Strait seconded that we adjourn at 5:06 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:

Robyn Baker, City Clerk