

MINUTES  
PARSONS CITY COMMISSION  
December 4, 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 November 20, 2023 and November 30, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 373

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$401,202.38.

Sparklight Notice

Effective January 2024, Sparklight will be adjusting residential and business cable TV rates as follows:

| <b>Sparklight Residential Service</b>        | <b>Rate Change</b> |
|--|--------------------|
| Standard Cable TV and Standard Sparklight TV | +\$10.00/month     |
| Broadcast Surcharge                          | Varies by market   |

| <b>Sparklight Business TV Service</b> | <b>Rate Change</b> |
|---------------------------------------|--------------------|
| Business Lobby                        | +\$5.00/month      |
| Business News & Information           | +\$5.00/month      |
| Business News & Sports                | +\$5.00/month      |
| Business Entertainment Standard       | +\$5.00/month      |
| Business Entertainment Preferred      | +\$5.00/month      |
| Broadcast Surcharge                   | Varies by market   |

Change Order No. 3, Corning Ave. Storm Water Lift Station Rehab, Project No. 2021-02

Approved and authorized Change Order No. 3 that is a decrease of \$240.00 to the contract amount which was the result of a deduction for demo for two (2) north access hatches. The new adjusted contract amount is \$729,092.23. Funding is from ARPA Funds and Stormwater Funds.

Pay Request No. 4 & Final, Project 2021-02, Corning Ave. Storm Water Lift Station Rehab

Approved Pay Request No. 4 & Final for work accomplished through November 29, 2023 for Project 2021-02, Corning Ave. Storm Water Lift Station Rehab. In the amount of \$189,302.23 to LaForge and Budd Construction Co.

Pay Request No. 5, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory

Approved Pay Request No. 5 to Trekk Design Group LLC for Lead Service Line Inventory. The City entered into an agreement with Trekk Design Group LLC for an amount not to exceed \$324,156.75. This pay request is for three invoices: Invoice No. 23-001187 for work completed through August 31, 2023, in the amount of \$27,282.85; Invoice No. 23-001293 for work completed through September 30, 2023 in the amount of \$21,917.40; Invoice No. 23-001455 for work completed through October 31, 2023 in the amount of \$6,151.00. Total for all three invoices total \$55,351.25. The remaining balance is \$155,099.47.

Pay Request No. 4, 21<sup>st</sup> Street Basin and Downtown Basin Rehab Design

Approved and authorized Pay Request No. 4 to HDR Engineering, Inc. for an amount of \$28,470.00 for work completed through November 4, 2023. HDR entered into an engineering agreement with the City for Design of 21<sup>st</sup> Street Basin, Rosewood Basin, and Downtown Basin Rehab.

Final Pay Request for TranSystems, Project 2023-03, US 59 KDOT SP-Clark to Dirr

Approved and authorized Final Pay Request to TranSystems for Invoice No. INV-0004283553 for professional services for US 59 KDOT SP-Clark to Dirr in the amount of \$4,056.00.

Planning Commission Appointment

Made the appointment of Aaron Heady who has agreed to serve a 3-year term with the Planning Commission expiring in 2026. Greg Chalker has agreed to serve the remainder of David Larsen's term expiring in 2025.

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

NEW BUSINESS

Water Treatment Carbon Filter

Commissioner Bolinger moved, Mayor Cruse seconded to award bid for WTP carbon feed system replacement to Haynes Equipment for an amount of \$66,950.00. Two bids were received for WTP carbon feed system replacement. The existing carbon feed system is

December 4, 2023

Merrick. The Merrick bid was \$76,620.00. The low bid was from Haynes Equipment for a UGSI Chemical Feed, Inc. carbon feeder for \$66,950.00. Staff reviewed the bids and recommended awarding to Haynes Equipment. Approved on roll call. Crooks – yes; Shaw – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Comments were heard from Vicki Pribble, Ryan Robertson and Harold Gross Jr.

Comments were heard from City Staff and City Commissioners.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 6:36 p.m. Voice vote passed unanimously.



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Kevin Cruse, Mayor

Attest:



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Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
December 11, 2023

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

Present:       Commissioner Shaw  
                  Commissioner Crooks  
                  Commissioner Bolinger  
                  Commissioner Strait

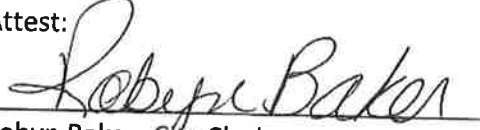
Commissioner Bolinger moved, Commissioner Strait seconded that we approve the agenda as presented. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Public Hearing – Budget Amendment

Set Thursday, December 28, 2023 at 4:30 p.m. as the date and time for a Public Hearing on the 2023 Budget Amendment for the City of Parsons, Kansas. Approved on roll call. Shaw – yes; Crooks – yes; Bolinger – yes; Strait – yes; Cruse – yes.

Commissioner Bolinger moved, Commissioner Crooks seconded that we adjourn at 4:36 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  
December 14, 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 Strait  
Absent: Commissioner Bolinger  
Commissioner Crooks

Commissioner Strait moved, Commissioner Shaw seconded that we approve the agenda as presented. Voice vote passed unanimously.

The commission reviewed the agenda for December 18, 2023.

Commissioner Bolinger arrived at 4:43 p.m.

Comments were heard from City Staff and City Commissioners.

Commissioner Strait moved; Commissioner Bolinger seconded that we adjourn at 4:47 p.m. Voice vote passed unanimously.



Kevin Cruse, Mayor

Attest:



Robyn Baker, City Clerk

MINUTES  
 PARSONS CITY COMMISSION  
 December 18, 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 Strait  
 Absent: Commissioner Bolinger

Commissioner Strait moved, Commissioner Crooks 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 December 4, 2023, December 11, 2023 and December 14, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 374

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$553,788.82.

Cereal Malt Beverage License Renewals for 2024

Approved and authorized the Mayor's signature on the Cereal Malt Beverage Licenses for January 1, 2024 to December 31, 2024:

Special Retailer

PK Bowl – 103 Main  
 Family Fun Center – 302 Main

Limited Retailer

Casey's General Store #2960 – 516 Main  
 King Cash Saver – 2020 Main  
 Pete's of Erie – Pump N Pete - 1430 Main  
 Pete's of Erie – Pump N Pete – 116 South 32<sup>nd</sup>  
 Pete's of Erie – Pump N Pete – 901 South 16<sup>th</sup>  
 Pete's of Erie – Pump N Pete – 2431 North 16<sup>th</sup>  
 Walgreens #9455 – 1528 Main  
 Wal-Mart Supercenter #368 – 3201 North 16<sup>th</sup>

General Retailer

Parsons Katy Golf Association - 1447 25000 Road

Pay Request No. 6, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory

Approved Pay Request No. 6 to Trekk Design Group LLC for Lead Service Line Inventory. The City entered into an agreement with Trekk Design Group LLC for an amount not to exceed \$324,156.75. This pay request is for Invoice No. 23-001666 for work completed through November 30, 2023, in the amount of \$10,140.25. The remaining balance is \$144,959.22.

Award Bids – 2024 Water Treatment Plant Chemicals

Awarded bids as outlined in table below. Six (6) suppliers submitted bids to supply chemicals for the Water Treatment Plant for 2024.

| Item Description                | Hawkins, Inc.<br>1202 W 2nd Ave<br>Garnett, KS 66032 | USALCO, LLC<br>2601 Cannier Avenue<br>Baltimore, MD 21226 | Shannon Chemical Corp<br>PO Box 376<br>Malvern, PA 19355 | Chemtrade Chemicals US LLC<br>90 East Halsy Road<br>Parsippany, NJ 07054 | Univar Solutions USA Inc.<br>12720 E US Hwy 92 Trl: 427<br>Dover, FL 33527 | Brenntag Southwest Inc.<br>704 E Wintergreen Rd<br>Lancaster, TX 75134 | DPC Enterprise<br>3105 N Mead<br>Wichita, KS 67219 | Calgon Carbon Corp.<br>3000 GSK Drive<br>Moon Township, PA 15108 |
|---------------------------------|--|---|--|--|--|--|--|--|
| 1 Polyaluminum Chloride         | \$0.00   | \$4.99  | \$0.00   | \$4.27   | \$0.00   | \$4.52   | \$0.00   | \$0.00   |
| 2 50% Liquid Alum               | \$0.00   | \$0.00  | \$0.00   | \$1.74   | \$1.49   | \$1.78   | \$0.00   | \$0.00   |
| 3 25% Caustic Soda              | \$0.00   | \$0.00  | \$0.00   | \$0.00   | \$1.3991   | \$1.784  | \$0.00   | \$0.00   |
| 4 Activated Carbon 800          | \$2.20   | \$0.00  | \$0.00   | \$0.00   | \$0.00   | \$1.275  | \$0.00   | \$1.57   |
| 5 Activated Carbon 1000         | \$0.00   | \$0.00  | \$0.00   | \$0.00   | \$0.00   | \$1.65   | \$0.00   | \$2.14   |
| 6 Potassium Permanganate Bucket | \$5.84   | \$0.00  | \$2.72   | \$0.00   | \$4.94   | \$6.075  | \$0.00   | \$0.00   |
| 7 Potassium Permanganate Drum   | \$5.53   | \$0.00  | \$3.34   | \$0.00   | \$4.88   | \$6.075  | \$0.00   | \$0.00   |
| 8 Liquid Permanganate           | \$15.70  | \$0.00  | \$17.17  | \$0.00   | \$13.53  | \$31.09  | \$0.00   | \$0.00   |
| 9 Fluosilicic Acid              | \$4.85   | \$0.00  | \$0.00   | \$0.00   | \$4.00   | \$5.90   | \$0.00   | \$0.00   |
| 10 Chlorine                     | \$1.20   | \$0.00  | \$0.00   | \$0.00   | \$0.00   | \$1.1445   | \$1.1375   | \$0.00   |
| 11 Aqua Ammonia                 | \$3.10   | \$0.00  | \$0.00   | \$0.00   | \$0.00   | \$0.00   | \$0.00   | \$0.00   |

Parsons Gun Club Annual Report

Received and filed the annual report dated December 1, 2023 for the Parsons Gun Club.

Pay Request No. 2, Innovative Masonry Restoration Services for Project 2023-04, Municipal Building Masonry Renovation

Approved Pay Request No. 2 to Innovative Masonry Restoration for masonry services performed through November 30, 2023 in the amount of \$71,051.99.

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

NEW BUSINESS

Purchase Agreement with Seller Financing – LaForge & Budd Construction Co., Inc.

Commissioner Crooks moved, Commissioner Strait seconded to approve and authorize the Mayor's signature on purchase agreement with seller financing for \$390,500.00 with LaForge and Budd Construction Co., Inc. for equipment listed below:

|                                   |                   |
|-----------------------------------|-------------------|
| 1995 Ford L9000 Aeromax           | \$15,000.00       |
| 2007 Caterpillar 143H Motorgrader | \$81,000.00       |
| 2012 Caterpillar D6NXL            | \$155,000.00      |
| 1996 Caterpillar TH63 Telehandler | \$24,000.00       |
| 2012 Komatsu PC228LC8 Excavator   | \$95,000.00       |
| 2001 Wanco Arrowboard 2 Each      | \$3,000.00        |
| 2021 Solar Message Board          | \$11,000.00       |
| Daewood Forklift G20E-3           | <u>\$6,500.00</u> |
| Total                             | \$390,500.00      |

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

ORDINANCES

Ordinance No. 6551 – Special Assessments

Mayor Cruse moved, Commissioner Shaw seconded to approve and authorize the Mayor's signature on Ordinance No. 6551 making and levying a special assessment upon all lots and parcels of ground in the City of Parsons, Kansas liable for the cost and expenses of nuisance abatements during the month of October 2023 for a total amount of \$20,989.49. Approved on roll call. Crooks – yes; Shaw – yes; Strait – yes; Cruse – yes.

Ordinance No. 6552 – Fire Contract

Commissioner Strait moved, Commissioner Shaw seconded to approve and authorize the Mayor's signature on Ordinance No. 6552 authorizing a contract for furnishing firefighting services by the Parsons Fire Department to Rebecca Dantic, 24053 Rooks Rd, Parsons, KS 67357. Location does not exceed two miles outside the corporate city limits. Approved on roll call. Crooks – yes; Shaw – yes; Strait – yes; Cruse – yes.


Received and filed November 2023 Monthly Reports.

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 6:25 p.m. Voice vote passed unanimously.





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Kevin Cruse, Mayor

Attest:



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Robyn Baker, City Clerk

MINUTES  
PARSONS CITY COMMISSION  
December 28, 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 Bolinger  
Absent: Commissioner Crooks  
Commissioner Strait

Commissioner Bolinger moved; Commissioner Shaw seconded that we approve the agenda as presented. Voice vote passed unanimously.

PUBLIC HEARING – Budget Amendment - 2023

Mayor Cruse opened the Public Hearing on the Budget Amendment - 2023 at 4:30 p.m.

Budget Amendment for 2023 as follows:

|    |                   | 2023                | 2023 Proposed      |                 |
|----|-------------------|---------------------|--------------------|-----------------|
|    |                   | <u>Expenditures</u> | <u>w/Amendment</u> | <u>Increase</u> |
| 01 | General           | \$ 8,428,070        | \$ 8,678,000       | \$ 249,930      |
| 24 | Parsons Land Bank | 0                   | 5,000              | 5,000           |
| 50 | Water Fund        | 2,830,337           | 3,000,000          | 169,663         |
| 70 | Sanitation        | 1,415,300           | 1,750,000          | 334,700         |

Mayor Cruse closed the hearing at 4:32 p.m. Commissioner Bolinger moved that we approve the Budget Amendment as presented, Mayor Cruse seconded. Approved on roll call. Shaw – yes; Bolinger – yes; Cruse – yes.

PUBLIC HEARING -Abandoned and Fire Damage Houses

Mayor Cruse opened the Public Hearing on the Abandoned and Fire Damage houses at 4:33 p.m. Resolution No. 3456 set December 28, 2023 for a Public Hearing on condemned structures at the following addresses:

|                             |                    |                    |
|-----------------------------|--------------------|--------------------|
| 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 <sup>th</sup> St. |                    |                    |

Mayor Cruse closed the hearing at 4:37 p.m.

Consent Dockets as follows:

Accounts Payable Appropriation Ordinance No. 0375

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$777,934.24.

New Year's Day, Martin Luther King Jr. Day Holidays and February 5 Meeting

Approved the change of the regular City Commission Meeting scheduled for Monday, January 1, 2024 which is the New Year's Day Holiday to Tuesday, January 2, 2024.

Approved the change of the regular City Commission meeting scheduled for Monday, January 15, 2024 which is Martin Luther King Jr. Holiday to Tuesday, January 16, 2024.

Approved the change of the regular City Commission meeting scheduled for Monday, February 5, 2024 to Tuesday, February 6, 2024 as the Commissioners will be in Topeka, KS.

Pay Request No. 12 & Final, Midwest Engineering Group, LLC for Corning Ave. Storm Water Lift Station Rehab Design

Approved Pay Request No. 12 & Final to Midwest Engineering Group, LLC for \$1,803.36 for work completed through December 15, 2023. Midwest Engineering Group, LLC entered into an engineering agreement with City for design of Corning Ave. Storm Water Lift Station Rehabilitation.

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

Amendment, Library Window Grant

Commissioner Bolinger moved, Mayor Cruse seconded to approve the Mayor's signature on First Amendment request for CDBG Project 23-PF-018. HUD requires all 2023 CDBG Projects to comply with the Build America Buy America regulations. The Kansas Department of Commerce requested the City sign the amendment to comply and attach to the open grant agreement. Approved on roll call. Shaw – yes; Bolinger – yes; Cruse - yes.

Affidavit in Support of Kansas Water Office Grant Application for Emergency Water Interconnections with Great Plains Industrial Park

Commissioner Bolinger moved, Mayor Cruse seconded to approve the Mayor's signature on the Affidavit to support Grant Application. The Great Plains Industrial Park and City of Parsons would like to apply for Emergency Water Interconnection that will prevent loss of domestic water supply. This application is a no match requirement and would allow the interconnection for two-way emergency water supply from 10<sup>th</sup> Street in Parsons to Great Plains Industrial Park Water Tower #2 located on Trego Rd and will

be connected with 12" C900 PVC Pipe. Approved on roll call. Shaw – yes; Bolinger – yes; Cruse - yes.

Affidavit in Support of Kansas Water Office Technical Assistance Application for Secondary Water Source Study

Commissioner Bolinger moved, Commissioner Shaw seconded to approve the Mayor's signature on the Affidavit to support Grant Application. The City would like to apply for Technical Assistance funds to identify and analyze new water supply alternatives for a secondary raw water source. This application is a no match requirement. Approved on roll call. Shaw – yes; Bolinger – yes; Cruse - yes.

The commission reviewed the agenda for January 2, 2024.

Resolution No. 3459-Abandoned Houses

Commissioner Shaw moved, Commissioner Bolinger seconded to approve and authorize the Mayor's signature on Resolution No. 3459. The Governing Body of the City of Parsons, Kansas, on the 28<sup>th</sup> day of December 2023, held a public hearing allowing the owners, agents, lien holders and any occupants of record of the structures located on the following described real estate to-wit:

- 2811 Crawford Ave. - interested parties is Edward L. Fisk
- 1600 Dirr Ave. - interested parties are Michelle L. Sutter
- 1605 Gabriel Ave. – interested parties are Joseph J. Hanby and Chase Bank of Texas, N.A.
- 1800 Gabriel Ave. – interested parties are Paul T. Workman
- 1509 Corning Ave. – interested parties are Russell A. Sanders
- 1608 Corning Ave. – interested parties are Phillip M. Tongier and Kelsey E. Tongier
- 2701 Appleton Ave. – interested parties are Marilyn L. Ainesworth
- 2004 Appleton Ave. – interested parties are Judy Swafford, Victor Miller, Deana George, Theresa Savage, Yvonne Price, Lora Hawkins, Mitizi Drumm, Desiree Byrd and Kenneth E. Byrd, Sr.
- 1423 Crawford Ave. – interested parties are Martin A. Martinez and Sarah Martinez
- 2321 Appleton Ave. – interested parties are Kansas Equity Consultant Pros, LLC
- 2205 Corning Ave. – interested parties are Isabel V. Fernandez and Gabriel S. Fernandez
- 1804 Gabriel Ave. – interested parties are Willie T. Clark and Minnie Ola Clark
- 2509 Crawford Ave. – interested parties are the First United Pentecostal Church of Parsons
- 2325 Crawford Ave. – interested parties are Peggy Mordica and Lloyd D. Shepard
- 2531 Morgan Ave. – interested parties are Marvin S. Robinson, William Roberts and Bernice Roberts
- 309 S. 14<sup>th</sup> St. – interested parties are Christopher N. Heilig and First National Bank of Fredonia

The deadline to obtain all necessary permits for such removal or repair is January 19, 2024, or in the event of the owner fails to diligently pursue the same, the Governing Body of the City of Parsons, Kansas will cause the structure to be razed and removed

and all costs assessed against the property as provided by law. Approved on roll call.  
Shaw – yes; Bolinger – yes; Cruse - yes.

Comments were heard from City Staff.

Comments were heard from City Commissioners.

Executive Session

Commissioner Bolinger moved, Commissioner Shaw seconded to go into executive session to discuss security as allowed for the matters relating to security measures pursuant to KSA 75-4319(b)(12) with the City Manager, City Attorney, Police Chief, Fire Chief and Commissioners in attendance. Approved on roll call. Shaw- yes; Bolinger – yes; Cruse – yes .

Returned from executive session with no action taken at 5:17 p.m

Commissioner Bolinger moved; Commissioner Shaw seconded that we adjourn at 5:17 p.m.  
Voice vote passed unanimously.

  
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Kevin Cruse, Mayor

Attest:

  
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Robyn Baker, City Clerk