

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mayor Phillip Chaney presided and called the meeting to order at 6:30 p.m., the Pledge of Allegiance was recited.

Commissioners Present: Mayor Phillip Chaney and Commissioners Sam Budreau, Tim Fairchild, Randy Galemore, and Jacob LaRue.

Staff Present: Jeff Cantrell, City Manager; David Brake, City Attorney; Tina Bailey, City Clerk; Larry Gates, Utility Director; Rick Willis, Interim Chief Finance Officer; and Todd Newman, Cemetery and Parks Director.

**INVOCATION**

The invocation was given by Rev. April Wegehaupt, First United Methodist Church.

**PROCLAMATIONS**

**FAIR HOUSING MONTH – APRIL 2018**

Mayor Phillip Chaney proclaimed April 2018 as Fair Housing Month in Chanute and expressed the hope that this year's observance will promote fair housing practices throughout the City of Chanute.

**NATIONAL SERVICE RECOGNITION DAY – APRIL 3, 2018**

Mayor Chaney proclaimed April 3, 2018, as National Service Recognition Day, and encouraged residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

NCCC-Senior Corps RSVP Director Sandy Haggard was present and accepted the proclamation.

**AGENDA**

Mayor Chaney requested the addition of Agenda Item 10A-Executive Session to Discuss Non-Elected Personnel. The amended Agenda was approved on motion by Commissioner LaRue, seconded by Commissioner Galemore. Voting Aye: All. Motion carried unanimously.

**CONSENT AGENDA**

The Consent Agenda is used to approve non-controversial or routine matters by a single motion and vote. The Consent Agenda consisted of the following:

- Minutes – City Commission – March 12, 2018
- Minutes – Golf Course Advisory Committee – March 12, 2018

- Warrant Register dated March 14, 2018
- Warrant Register dated March 21, 2018
- Appoint Two Members to the Chanute Public Library Board of Trustees
- Extend Memorandum of Agreement between City of Chanute, Chanute Historical Society & Genealogical Society

General discussion was made. Comments were made by City Manager Jeff Cantrell.

Motion made by Commissioner Galemore, seconded by Commissioner Budreau, to approve the Consent Agenda. Voting Aye: All. Motion carried unanimously.

### **PUBLIC COMMENTS**

Pastor Steve Suttles and Karen Almond, Church of Nazarene, distributed a handout titled "Refuge On the Edge Vision and Funding Request" and requested that the Commission consider a funding request in the amount of \$2,500. The church wishes to conduct community outreach to the City's underserved population. The donation would help assist the church with community outreach programs similar to those once offered through Faith House.

General discussion was made. Comments were made by City Manager Jeff Cantrell.

Commission consensus was that outside funding requests are required to be submitted by June 1<sup>st</sup> of each year for next year's funding consideration.

Jim Houston, Mayor, City of Thayer, requested that the Commission consider discounted landfill rates during Thayer's Spring Clean-Up Week. Thayer's clean-up week will coincide with the City of Chanute and Neosho County Landfill which is scheduled April 9-14, 2018.

General discussion was made. Comments were made by Utility Director Larry Gates.

Commission consensus was to deny the request.

Parks Director Todd Newman and Hank Waggoner provided a brief update on the Golf Course Irrigation Project and distributed a project expense report to the Commission for review. They thanked the Commission for supporting the project.

General discussion was made.

Jim Chappell, 202 S Country Club Rd commented on the NCAA Basketball Tournament.

### **CITY MANAGER'S REPORT**

#### **DISCUSSION OF CAPITAL IMPROVEMENT PLAN (CIP)**

City Manager Jeff Cantrell gave his report on City activities and operations.

City Manager Cantrell provided a brief update on the Capital Improvement Project (CIP) Ordinance and distributed a handout to the Commission for review which included CIP Sample Decision Package forms. Mr. Cantrell requested that the Commission provide his office with any specific concerns or proposed CIP projects.

Other items reported on included the dates for the Annual City Clean-up & Landfill week, a street resurfacing list, an update on the Lighting Exchange Area at Hwy 169 and 35<sup>th</sup> Street, a request from the League of Kansas Municipalities to send e-mails directly to the City Commission, and an Energy Audit presentation for City owned facilities at a future City Commission meeting.

City Manager Cantrell also reported on community signage improvements that direct external traffic into Chanute and that City staff has been working on a solar lighting plan for the project. He reported the construction working period for the US-169 Project is scheduled to last 290 days.

Utility Director Larry Gates provided a brief overview of solar lighting and associated cost.

General discussion was made.

Commission consensus was for City staff to move forward with the solar lighting plan and to fund this project through the Tourism Fund.

City Manager Cantrell requested Utility Director Larry Gates to provide the Commission with an update on intersection signalization upgrades for the intersection located at 21<sup>st</sup> and Santa Fe.

Utility Director Larry Gates provided a brief overview of the traffic signal upgrade.

General discussion was made. Comments were made by City Attorney David Brake.

City Manager Cantrell reported that he had received an engineering estimate from Wilson and Company for a design proposal for the first phase of the 21<sup>st</sup> and Plummer intersection in the amount of \$62,000. He reported that he found comparative engineering estimates for recent intersection projects in the respective amounts of \$192,500 and \$372,600.

General discussion was made.

Commission consensus was for City staff to move forward with the \$62,000 Wilson and Company estimate for the design proposal of the first phase of the 21<sup>st</sup> and Plummer intersection.

City Manager Cantrell requested that the Commission consider scheduling dates for future budget work sessions.

General discussion was made. Comments were made by Interim Chief Finance Officer Rick Willis.

Commission consensus was to schedule a 2017 Budget Recap Work Session for Monday April, 16, 2018 at 6:30 p.m. and also a 2019 Budget Work Session for Monday, May, 7, 2018 at 6:30 p.m.

**NEW BUSINESS**

**NEIGHBORHOOD REVITALIZATION APPLICATION – KEP HOLDINGS, LLC**

Jeff Ports, KEP Holdings, LLC has submitted an application under the Neighborhood Revitalization Program. It has been verified that the property listed under the scope of the application, 2108 W 4<sup>th</sup> Street, Parcel Identification Number 067-044-19-0-30-01-089.00-0, is within the scope of the City limits of Chanute. The application has been approved by the Neosho County Appraisers office along with Neosho County Treasurer’s office. The application is now being submitted to the City Commission for consideration and approval.

Motion made by Commissioner Galemore, seconded by Commissioner Budreau, to approve the Neighborhood Revitalization Application from KEP Holdings, LLC. Voting Aye: All. Motion carried unanimously.

General discussion was made.

The Commission encouraged participation in the Neighborhood Revitalization Program.

**DISCUSS PARTNERING FOR DEVELOPMENT OF SANTA FE BALLFIELDS**

Area organizations have been engaged in dialogue and shared visioning for future ballfield improvements at Santa Fe Park. Participant organizations recognize the need for shared funding and are prepared to introduce concepts to the City Commission.

Chanute Recreation Commission Executive Director Steve Slane and Parks Director Todd Newman distributed a handout to the Commission that included a ball field design map and renovation quote. They provided a summary of the proposed development concept of the Santa Fe Ballfields and associated cost estimates.

General discussion was made. Comments were made by Chanute Recreation Commission Facilities/Grounds Director Travis Tobin.

Commission consensus was for the City of Chanute to partner with the Chanute Recreation Commission and move forward with the development concepts for the Santa Fe Ballfields and to bring operating agreements/financing options back to the City Commission for final review and approval.

**APPOINT/REAPPOINT COMMISSIONERS TO INTERFACE WITH SPECIFIED CITY BOARDS**

During the March 12<sup>th</sup> regular Commission meeting, the City Commission requested staff provide them with a current list of City Board/Commission liaison’s and to make this an item for discussion at the next regular meeting.

General discussion was made.

Commissioner Fairchild reported that he is serving on the Depot Management Committee.

Motion made Commissioner Fairchild, seconded by Mayor Chaney, to appoint Commissioners as representatives to interface with specified City Boards/Committees as follows: Commissioner Galemore – Airport Advisory Board, Parks Board, and Recreation Commission; Mayor Chaney - Library Board, Revolving Loan Fund Committee, and Tourism Committee; Commissioner Budreau – Golf Course Advisory Committee; and Commissioner LaRue – Housing Authority and Planning Commission. Voting Aye: All. Motion carried unanimously.

**PROPERTY RESOLUTION – 1212 S EDITH**

Motion made by Commissioner LaRue, seconded by Commissioner Budreau, to adopt resolution declaring that the above property is in violation of Chanute Municipal Codes and authorizing abatement of certain nuisances as presented.

Voting Aye: Mayor Chaney and Commissioner Budreau, Fairchild, and LaRue  
Voting Nay: None  
Abstained: Commissioner Galemore  
Motion carried.

The Resolution was assigned: No. 2018-17.

**PROPERTY RESOLUTION – 13 W 4<sup>TH</sup>**

**PROPERTY RESOLUTION – 530 S GRANT**

Motion made by Commissioner Galemore, seconded by Commissioner LaRue, to adopt resolution declaring that the above properties are in violation of Chanute Municipal Codes and authorizing abatement of certain nuisances as presented. Voting Aye: All. Motion carried unanimously.

The Resolutions were assigned: No. 2018-18 and No. 2018-19.

**EXECUTIVE SESSION – DISCUSSION OF NON-ELECTED PERSONNEL**

Motion made by Commissioner Galemore, seconded by Mayor Chaney, that the City Commission recess into executive session to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the City Commission Chambers at 8:42 p.m. Voting Aye: All. Motion carried unanimously.

The Commission returned to open session at 8:42 p.m. – no action taken.

**COMMISSION COMMENTS**

Commissioner Fairchild inquired upon the status of the Water Treatment Plant Improvement Project.

City Manager Cantrell reported that he would contact Wilson and Company and provide follow-up to the Commission.

Commissioner Fairchild requested follow-up on scheduling a work session to review the City's ordinance pertaining to sewer rate calculation.

General discussion was made. Comments were made by Interim Chief Finance Officer Rick Willis, City Manager Jeff Cantrell, and City Attorney David Brake.

Interim Chief Finance Officer will provide the Commission a sewer rate comparison using the current sewer rate calculation versus a set sewer rate, similar to the sewer rate ordinance for commercial customers.

Commission consensus was to place this item on the next City agenda for review and discussion.

Commissioner Fairchild wished everyone a great Easter.

Commissioner LaRue inquired about the recent burn at the Disc Golf Course.

General discussion was made. Comments were made by City Manager Jeff Cantrell.

Mr. Cantrell reported that there was a controlled burn at the Disc Golf Course. He also reported that the burn at the Stone Creek Golf Course was not the result of a controlled burn.

Mr. Cantrell reported that he would follow-up on reported barricade damage and usage.

Commissioner Budreau requested that Commission reorganization is placed on the agenda of the first meeting in April.

Commissioner Galemore requested that City staff research reported safety concerns for pedestrians/bikers that are crossing at the Walnut and Overpass pedestrian crossing.

General discussion was made. Comments were made by City Manager Jeff Cantrell.

City Manager Cantrell will provide follow-up on this item to the Commission.

Mayor Chaney requested that the Commission consider passing a Fiber Rate Ordinance.

General discussion was made. Comments were made by City Manager Jeff Cantrell, City Attorney David Brake, and Interim Chief Finance Officer Rick Willis.

Commission consensus was to place this item on a future agenda for review and discussion.

Mayor Chaney provided clarification of sales tax collections for the Love's Travel Center CID and Chanute Santa Fe CID.

General discussion was made. Comments were made by City Attorney David Brake and Interim Chief Finance Officer Rick Willis.

**ADJOURNMENT**

Motion made by Commissioner Fairchild, seconded by Commissioner LaRue, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 9:04 p.m.

Tina L Bailey, CMC  
City Clerk