

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

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

Commissioners Present: Mayor LaRue and Commissioners Kevin Berthot, Phillip Chaney and Tim Fairchild.

Staff Present: Todd Newman, City Manager; Ryan Follmer, Assistant City Manager; Tina Bailey, City Clerk; David Brake, City Attorney; Cory Kepley, Chief Finance Officer; and Jeff Litzel, Water Plant Supervisor.

**INVOCATION**

The invocation was given by Mayor Jacob LaRue.

**PROCLAMATION**

**FOSTER CARE MONTH**

Mayor LaRue proclaimed May 2023 as Foster Care Month in Chanute. TFI Family representative Amanda Keller accepted the proclamation.

**MENTAL HEALTH MONTH**

Mayor LaRue proclaimed May 2023 as Mental Health Month in Chanute. SEKMHC representative Dawne Burchett accepted the proclamation.

**YEARS OF SERVICE AWARD**

Mayor LaRue recognized Commissioner Sam Budreau for his years of service as City Commissioner and Mayor. Mr. Budreau accepted the award.

**AGENDA**

The Mayor requested the addition of Agenda Item-Neighborhood Revitalization Application – KJA Enterprises, LLC and the addition of an Executive Session to Discuss Non-Elected Personnel. The amended Agenda was approved on motion by Commissioner Berthot, seconded by Commissioner Fairchild. 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 – April 24, 2023

- Warrant Register dated April 26, 2023
- Warrant Register dated May 3, 2023
- Review Various Board and Committee Minutes and Reports

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

**PUBLIC COMMENTS**

Interim Chanute Main Street Executive Director Ruthann Boatwright reported on Main Street activities.

Chanute Chamber of Commerce and Office of Tourism Executive Director Jane Brophy and Interim Chanute Main Street Executive Director Ruthann Boatwright provided an update on Chanute’s 150<sup>th</sup> Celebration and planned activities.

**CITY MANAGER’S REPORT**

City Manager Todd Newman gave his report on City activities and operations. Items reported on included the 21<sup>st</sup> & Plummer Project Walkthrough and also a reminder of the upcoming 2024 Budget Work Session.

**NEW BUSINESS**

**REQUEST TO EXTEND SANTA FE PARK HOURS – ANNUAL BBQ COMPETITION**

Mark Davidson is requesting permission to use Santa Fe Park, specifically the Fiesta Grounds on October 6 -7, 2023, in order to hold a 2nd Annual BBQ Competition. The group also requests the park closing hours be extended from Friday, October 6, 2023, 11:59 p.m. to 6:00 a.m. Saturday, October 7, 2023. This will allow teams to set up and start cooking for the event.

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to approve use of the Fiesta Grounds at Santa Fe Park and extend the park closing hours for the Annual BBQ Competition, October 6-7, 2023, as presented. Voting Aye: All. Motion carried unanimously.

**NEIGHBORHOOD REVITALIZATION APPLICATION – PIZZA PROPERTIES**

Pizza Properties, Dan & Emily Elwell has submitted an application under the Neighborhood Revitalization Program. It has been verified that the property listed under the scope of the application, 1422 S Santa Fe, parcel identification number 067-048-28-0-30-07-006.00-0 is within the scope of the city limits of Chanute. The application has been submitted and reviewed by the Chanute Regional Development Authority, the Neosho County Appraisers office, and the Neosho County Treasurer’s office.

The application is now being submitted to the City Commission for consideration and approval. The application will be void one year from the date of the application being approved unless the construction is finished before then. The applicant is to notify the County Appraiser of the commencement of construction within ten (10) days after starting the project.

General discussion was made.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to approve the Neighborhood Revitalization Application – Pizza Properties – 1422 S Santa Fe. Voting Aye: All. Motion carried unanimously.

**NEIGHBORHOOD REVITALIZATION APPLICATION – KJA ENTERPRISES, LLC**

KJA Enterprises, LLC has submitted an application under the Neighborhood Revitalization Program. It has been verified that the property listed under the scope of the application, 515 N Santa Fe, parcel identification number 067-044-20-0-10-14-005.00-0 is within the scope of the city limits of Chanute. The application has been submitted and reviewed by the Chanute Regional Development Authority, the Neosho County Appraisers office, and the Neosho County Treasurer’s office.

The application is now being submitted to the City Commission for consideration and approval. The application will be void one year from the date of the application being approved unless the construction is finished before then. The applicant is to notify the County Appraiser of the commencement of construction within ten (10) days after starting the project.

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to approve the Neighborhood Revitalization Application – KJA Enterprises – 515 N Santa Fe. Voting Aye: All. Motion carried unanimously.

**REVIEW BOARD AND COMMITTEE VACANCIES**

Commission may wish to discuss assigning and/or reassigning Commissioners to interface with the following local City board vacancies, previously held by Commissioner Sam Budreau.

General discussion was made. Comments were made by City Manager Todd Newman.

Commission consensus was made to appoint Commissioners as representatives to interface with specified City Boards/Committees as follows:

- Chanute Land Bank Board– Tim Fairchild & Kevin Berthot
- Chanute Main Street Board - Mayor & Vice-Mayor
- Depot Management Committee – Tim Fairchild
- Downtown Revitalization Committee - Phil Chaney
- Economic Development Committee – Mayor & Vice-Mayor
- Golf Course Advisory Committee – Phil Chaney
- E-Community/Grow Neosho County – Jacob LaRue
- Housing Authority Board – Tim Fairchild
- Library Board – Mayor
- Parks Advisory Board – Phil Chaney
- Planning Commission – Jacob LaRue
- Recreation Commission – Kevin Berthot
- Tourism Committee – Jacob LaRue

**WHOLESALE WATER PURCHASE AGREEMENT – RURAL WATER DISTRICT #1**

City staff has been approached about an opportunity to provide wholesale water to Consolidated Rural Water District #1.

After reviewing the information provided by RWD #1 it is estimated that the water usage would range from 300,000-600,000 gallons a month. The interconnection is already in place and would require minor operation changes by city staff. City staff recommends the present base rate of \$3.70 per 100 cubic feet for RWD #1.

General discussion was made. Comments were made by City Manager Todd Newman, City Attorney David Brake, and Water Plant Supervisor Jeff Litzel.

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to approve the agreement between the City of Chanute and Consolidated Rural Water District #1 as presented. Voting Aye: All. Motion carried unanimously.

### **CITY/CRDA QUARTER CENT SALES TAX**

The City of Chanute and the CRDA split a quarter cent sales tax that was voted on by the people in November of 2018. The approved sales tax is set to expire March of 2024. City staff is needing dialogue on whether or not we are renewing, renegotiating, or letting the current sales tax expire. If commission approves to renew or renegotiate the quarter cent sales tax all documentation needs to be sent over to the County by the end of July.

The quarter cent sales tax to date has brought in roughly \$2.2 million.

General discussion was made. Comments were made by City Manager Todd Newman, Chanute Regional Development Authority Executive Director Matt Godinez, City Attorney David Brake, Chamber of Commerce past president Jon Burchett, and Chanute Chamber of Commerce Executive Director Jane Brophy.

Commission consensus was for the City Attorney to draft multiple sales tax ballet questions presenting various options for review and further discussion at the next regular meeting.

### **QUARTERLY REPORT – AVAILABLE CASH**

Chief Finance Officer Cory Kepley presented an update on Available Cash according to GFOA Standards.

General discussion was made. Comments were made by Chief Finance Officer Cory Kepley, City Manager Todd Newman, and City Attorney David Brake.

### **PROPERTY RESOLUTION – 527 NORTH EVERGREEN**

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### **PROPERTY RESOLUTION – 324 SOUTH FOREST**

### **PROPERTY RESOLUTION – 207 NORTH GARFIELD**

### **PROPERTY RESOLUTION – 227 SOUTH KANSAS**

### **PROPERTY RESOLUTION – 522 WEST 4TH**

### **PROPERTY RESOLUTION – 201 SOUTH WILSON**

### **PROPERTY RESOLUTION – 305 SOUTH CENTRAL**

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, 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. 2023-55, No. 2023-56, No. 2023-57, No. 2023-58, No. 2023-59, No. 2023-60, No. 2023-61, and No. 2023-62.

**EXECUTIVE SESSION TO DISCUSS NON-ELECTED PERSONNEL**

Motion made by Commissioner Chaney, seconded by Commissioner Fairchild, that the City Commission recess into executive session to discuss non-elected personnel exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the City Commission Chambers at 8:30 p.m.  
Voting Aye: All. Motion carried unanimously.

The City Commission returned to open session at 8:30 p.m.

No action taken.

**COMMISSION COMMENTS**

Commissioner Chaney commented on previous discussion related to downtown buildings and maintenance.

General discussion was made. Comments were made by City Manager Todd Newman.

Commissioner Berthot reported a citizen's concern related to the City Utility Office working hours and payment options.

General discussion was made. Comments were made by Chief Finance Officer Cory Kepley and City Manager Todd Newman.

Mayor LaRue commented on the approaching warmer weather and a reminder to watch for children at play.

**ADJOURNMENT**

Motion made by Commissioner Fairchild, seconded by Mayor LaRue, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 8:44 p.m.

Tina L Bailey, CMC  
City Clerk