

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 Jacob LaRue and Commissioners Kevin Berthot, Phillip Chaney, and Tim Fairchild.

Commissioners Absent: Commissioner Sam Budreau.

Staff Present: Todd Newman, City Manager; David Brake, City Attorney (via Zoom); Tina Bailey, City Clerk; Ryan Follmer, Assistant City Manager; Cory Kepley, Chief Finance Officer; and Kevin Jones, Fire Chief.

INVOCATION

The invocation was given by Vice Mayor Tim Fairchild.

PROCLAMATION – RECOGNIZING AND CONGRATULATING THE CHANUTE BLUE COMET HIGH SCHOOL WRESTLING TEAM

Mayor LaRue recognized and congratulated the young men on the 2019-2020 Chanute Blue Comet High School wrestling team for demonstrating tremendous athletic talent, and recognized the Blue Comet coaches for their dedication in teaching, coaching and building outstanding students into a team.

AGENDA

Mayor LaRue requested the addition of Consent Agenda Item 6A-Request for Temporary Alley Closure for Public Auction Service – October 17, 2020 and Consent Agenda Item 6B-Appoint One Member to the Human Relations Board. 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 – September 14, 2020
- Warrant Register dated September 16, 2020
- Warrant Register dated September 23, 2020
- Request for Temporary Alley Closure for Public Auction Service – October 17, 2020

- Appoint One Member to the Human Relations Board

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

PUBLIC COMMENTS

Matt Godinez, Chanute Regional Development Authority Executive Director reported that CRDA has partnered with Neosho County to be the County outreach coordinator for their SPARK funds. He provided a brief summary of a Household Emergency Relief Program.

CITY MANAGER'S REPORT

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update on a terminated contract with ECivis for grant writing services, cost quotes for traffic lights at the intersections of 35th & Santa Fe and 21st & Plummer, and recent equipment lease purchase bid award & interest rates.

City Manager Newman provided an update on the IBEW contract negotiations.

General discussion was made.

City Manager Newman provided a brief overview of his recent correspondence with SKO relating to the condition of the Main Street railroad crossing.

General discussion was made.

Commissioner Chaney commented on the "length of stay" on the rail for railroad crossings within City limits.

General discussion was made. Comments were made by City Manager Todd Newman and City Attorney David Brake.

City Manager Newman provided an update on the City's Sidewalk Replacement Program.

General discussion was made.

Commission consensus was to place this item, including alternative options on a future Agenda for City Commission review.

City Manager Newman thanked Mayor LaRue for providing a letter of recommendation for his Master's program enrollment application.

OLD BUSINESS

CHANUTE HOUSING AUTHORITY BOARD APPOINTMENT

This item was tabled at the last City Commission meeting to allow City staff time to provide additional information to the Commission relating to the appointment process for members to the Chanute Housing Authority Board.

The Chanute Housing Authority Board is requesting that the City Commission appoint Jennifer Dietsch to the Board. Ms. Dietsch's appointment was unanimously approved by the Housing Authority Commission.

General discussion was made. Comments were made by City Attorney David Brake and City Manager Todd Newman.

Commission consensus was to table this item and for City Attorney Brake to send a letter to the Chanute Housing Authority Board requesting amendment to their by-laws and a recommendation that the by-laws outline board terms, appointments, reappointments, and publication of board vacancies.

CHANUTE CDBG-CV LOCAL PLAN – APPLICATION GUIDELINE REVISION

At the July 27, 2020 regular meeting the City Commission approved the City's local plan to distribute the \$132,000 in CDBG Grant funds.

The City received a letter from Chanute Regional Development Authority (CRDA) Executive Director Matt Godinez, reporting that CRDA has been promoting the funds available and contacting local business to apply for this funding program. CRDA is having issues with finding businesses that finish the application and provide supporting documentation so that the applications can be presented to the City Commission for review and approval.

CRDA is recommending that the local plan follow CDBG COVID Guidelines provided by the Kansas Department of Commerce. By raising the guideline amount there will be a better chance of applicants meeting the plan's criteria.

CRDA also reported that the Grant requires that 50% of the available funds are distributed by December 15, 2020 in order to not jeopardize return of the awarded funds to the State.

General discussion was made. Comments were made by CRDA Executive Director Matt Godinez and SEKRPC Planning & Development Consultant Susan Galemore.

Motion made by Commissioner Chaney, seconded by Commissioner Berthot, to approve following Kansas Department of Commerce CDBG COVID Guidelines for the Chanute CDBG-CV Local Plan as presented. Voting Aye: All. Motion carried unanimously.

NEW BUSINESS

REQUEST FOR DISTRIBUTION OF FUNDS – CHANUTE CDBG-CV GRANT

At the July 27, 2020 regular meeting the City Commission approved the City's local plan to distribute the \$132,000 in CDBG Grant funds. The approved plan was to have all funds approved and/or allocated at the City Commission meeting scheduled for October 26, 2020. At the same meeting the City Commission approved CRDA to submit individual applications to the City Commission for review and approval until the funds are depleted.

The City received a letter from Chanute Regional Development Authority Executive Director Matt Godinez, reporting that CRDA have two business applications that meet the local plan's

criteria and are now ready for City Commission review. Applicants are Binge Boutique - \$7,015 and Midwest Connections - \$25,532.

General discussion was made. Comments were made by CRDA Executive Director Matt Godinez and SEKRPC Planning & Development Consultant Susan Galemore.

Motion made by Commissioner Chaney, seconded by Commissioner Berthot, to approve that Binge Boutique receive distribution of funds up to their program maximum of \$25,000 from Chanute CDBG-CV Grant No. 20-CV-008 and to allow 20 days for Binge Boutique to submit additional invoices to meet their program maximum. Voting Aye: All. Motion carried unanimously.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to approve that Midwest Connections receive distribution of funds up to their program maximum of \$30,000 from Chanute CDBG-CV Grant No. 20-CV-008 and to allow 20 days for Midwest Connections to submit additional invoices to meet their program maximum. Voting Aye: All. Motion carried unanimously.

Commission consensus was for future applicant review by the City Commission to include the business applicant's COVID Impact Statement and Scoring Rubric.

REQUEST TO TEMPORARILY BLOCK CERTAIN STREETS – NEOSHO COUNTY HEALTH DEPARTMENT DRIVE-THRU FLU SHOT CLINIC

Teresa Starr, Neosho County Health Department Administrator, is requesting permission to temporarily block City streets in order to hold a Drive-Thru Flu Shot Clinic on Tuesday, October 13, 2020 from 7:30 a.m. to 10:00 a.m. and 3:00 p.m. to 6:30 p.m.

The route will begin at Hwy 39 and North Malcolm Avenue traveling south to Main Street then west in the north lane of East Main Street to North Central Avenue and then north on Central Avenue to the registration clinic (Health Department side door), exiting at Hwy 39. The request also includes use of City cones and barricades.

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

Motion made by Commissioner Fairchild, seconded by Mayor LaRue approve the request to temporarily block certain streets for Neosho County Health Department Drive-Thru Flu Shot Clinic on October 13, 2020, including use of City cones and barricades. Voting Aye: All. Motion carried unanimously.

LEASE AGREEMENT WITH THE CHANUTE HISTORICAL SOCIETY

The Chanute Historical Society has requested to renew a five-year lease for the City owned building located at 0 East Elm, with essentially the same terms as the lease that is expiring. The current agreement started April 01, 2015 and expired March 31, 2020.

The Chanute Historical Society's use of the property has met with the expectation of the parties. The new lease provides for a continuation of that relationship for another five (5) years.

General discussion was made. Comments were made by Chanute Historical Society Board President Gila LaRue and Board Member Jim Whaley.

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to approve the lease agreement as presented. Voting Aye: All. Motion carried unanimously.

2021 FIRE PROTECTION CONTRACTS: TIOGA, BIG CREEK, AND CANVILLE TOWNSHIPS

In 2003 the City Commission approved a process to increase the Township fire service fees. In order to not severely impact the townships, the cost has been gradually increased to cover expenses of providing that service. In 2018 the City Commission approved a 2.5% increase and we have asked for a 2.5% increase each year after. A spreadsheet was included for review, proposing a 2.5% increase.

General discussion was led by Fire Chief Kevin Jones.

Commission consensus was to place annual review of Fire Protection Contracts on the Agenda during April or May of each year, allowing Townships to have their contract finalized prior to preparing their annual budget.

Motion made by Commissioner Chaney, seconded by Commissioner Fairchild, to approve the 2021 Fire Protection Contract Price reflecting a 2.5% increase for Tioga, Big Creek, and Canville Townships. Voting Aye: All. Motion carried unanimously.

CONSIDER APPROVAL FOR PAYMENT OF FINAL FIBER INVOICES – UNIVERSAL COMMUNICATIONS, LLC

At their June 24, 2019 and August 26, 2019 meetings the governing body approved Fiber Deployment for Pon 3 and Pon 11 and also defined the project cost to not exceed \$\$651,000. Project cost exceeding \$651,000 will be brought back to the City Commission for review. City Staff has received final invoices from Universal and staff has verified all fiber construction and punch list to be completed. The final invoices from Universal included their retainage fee and additional fiber materials.

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

Motion made by Commissioner Berthot, seconded by Mayor LaRue to disburse final payment of \$50,315.32 to Universal Communications, LLC.

Voting Aye: Mayor LaRue and Commissioners Berthot and Chaney

Voting Nay: Commissioner Fairchild

Motion carried.

Commission consensus was for City staff to provide the Commission with an updated Fiber Profit and Loss Statement.

PROPERTY RESOLUTION – 220 SOUTH MALCOLM

PROPERTY RESOLUTION – 1009 NORTH GARFIELD

PROPERTY RESOLUTION – 302 NORTH WILSON

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. 2020-64, No. 2020-65, and No. 2020-66.

COMMISSION COMMENTS

Commissioner Chaney commented on street parking violations and that enforcement of a violation by the Police Department shouldn't be complaint driven.

Commissioner Chaney commented housing and the recent Housing Study and to contact CRDA with any questions or ideas.

Commissioner Chaney commented on downtown banners and the need for replacement of the banners due to their condition.

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

Commission consensus was for City Staff to research replacement cost of the banners and to place this item on a future Agenda for review and further discussion.

Commissioner Chaney commented on Downtown Revitalization Board vacancies.

Commissioner Chaney commented on recent remarks made by a Neosho County Commissioner relating to City of Chanute operations. Commissioner Chaney suggested that the County focus on their own operations.

General discussion was made in support of City operations. Comments were made by City Manager Todd Newman.

Commissioner Fairchild commented on the Revolving Loan Fund.

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

City Attorney Brake reported that he is drafting a letter to send to the Kansas Department of Commerce requesting collection options for loans that are currently in default.

Mayor LaRue reported that he believes the community is heading in the right direction and he appreciates everyone and neighbors helping neighbors.

General discussion was made.

ADJOURNMENT

Motion made by Commissioner Fairchild, seconded by Commissioner LaRue, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 8:20 p.m.

Tina L Bailey, CMC
City Clerk