

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. Commissioner Budreau (via phone)

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; Monica Mason, Communications Director; Monty Bailey, Gas Superintendent; Raymond Hale, Chief of Police; and Kevin Jones, Fire Chief.

INVOCATION

The invocation was given by Commissioner Kevin Berthot.

AGENDA

The Agenda was approved on motion by Commissioner Fairchild, seconded by Commissioner Berthot. 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 – November 23, 2020
- Warrant Register dated November 25, 2020
- Warrant Register dated December 2, 2020
- Warrant Register dated December 9, 2020

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

PUBLIC COMMENTS

None

CITY MANAGER'S REPORT

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update for City holiday hours and activities, City Power Agreements, and the Fiber Grant Project.

City Manager Newman reported that he would provide the Commission a Year End City Project Report at the December 28, 2020 regular City Commission meeting.

PUBLIC HEARING

CONDUCT PUBLIC HEARING ON 2020 BUDGET AMENDMENT

Conduct a public hearing for the purpose of hearing comments for the record on the 2020 Budget Amendment and for that purpose the Mayor opened a hearing at 6:37 p.m.

As there were no comments from the public the hearing was closed at 6:38 p.m.

NEW BUSINESS

ADOPT 2020 BUDGET AMENDMENT

For 2020, the following six (6) funds are included in the Budget Amendment: General Fund, Water, Gas Fund, Electric/Water/Gas Bond & Interest, Electric Maintenance, and Utility Services. 2020 revenue will support the proposed amendment. 2020 revenue will support the proposed amendment.

Increasing the limit in these funds is necessary for the City to pay its obligations through the end of the year. This will not increase taxes, but allows us to spend revenue already received.

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to adopt the 2020 Budget Amendment and by signature of the Governing Body authorize Certificate to the County Clerk. Voting Aye: All. Motion carried unanimously.

ANNUAL GAS UTILITY PUBLIC AWARENESS PROGRAM LIAISON MEETING

As part of the City's Gas Utility Public Awareness Program the City is required to hold an annual liaison meeting with public officials to review and discuss the City Gas Department Emergency Plan.

Gas Superintendent Monty Bailey distributed handouts and provided an overview of the City's Gas Utility Public Awareness Program and the Gas Department's Emergency Plan.

General discussion was made.

CONSIDER APPROVAL FOR MIDWEST ENGINEERING GROUP, LLC

Engineering services related to wastewater system procedure development for data collection, storage and evaluation. City staff will be performing majority of the sampling but is requesting Midwest's help with record keeping and analysis.

City staff will be selecting areas for flow monitoring equipment to accurately collect data, identify deficiencies, and prioritize rehabilitation within our I&I improvements. By defining these measures city staff will have a better recommendation for future development of the Wastewater Treatment Plant.

General discussion was made. Comments were made by City Manager Todd Newman and Assistant City Manager Ryan Follmer.

Motion made by Commissioner Fairchild, seconded by Commissioner Chaney, to approve the agreement for engineering services from Midwest Engineering Group, LLC for 2021. Voting Aye: All. Motion carried unanimously.

ORIZON – LANDFILL LIEN WAIVER AND COLLATERAL ACCESS AGREEMENT

At Orizon’s request in 2017 the City issued Industrial Revenue Bonds which were purchased by Orizon. Since then, the City has provided Subordination Agreements in favor of Community National Bank and other lenders.

The City of Chanute has again been requested by the lenders to Orizon to execute the accompanying Lien Waiver and Collateral Access Agreement. Community National Bank, the first mortgage holder on the property, has also agreed with the City of Chanute executing the proposed agreement.

The City of Chanute has no financial obligation in regards to the industrial revenue bonds or mortgages.

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

Motion made by Commissioner Chaney, seconded by Commissioner Fairchild, to authorize the Mayor to execute the agreement as presented. Voting Aye: All. Motion carried unanimously.

NEIGHBORHOOD REVITALIZATION APPLICATION - BOUWEN

Shawn Bouwen has submitted an application under the Neighborhood Revitalization Program. It has been verified that the property listed under the scope of the application, 1415 S Santa Fe - parcel identification number 067-049-29-0-40-01-001.01-0 is within the scope of the city limits of Chanute. The application has been reviewed by the Neosho County Appraisers office along with the Neosho County Treasurer’s office.

General discussion was made. Comments were made by CRDA Executive Director Matt Godinez.

Motion made by Commissioner Chaney, seconded by Commissioner Fairchild, to approve the Neighborhood Revitalization Application – Shawn Bouwen. Voting Aye: All. Motion carried unanimously.

APPLICATIONS FOR 2021 LICENSE TO RETAIL CEREAL MALT BEVERAGE

Cereal Malt Beverage Licenses are approved annually in December for the following year. Inspection of the buildings have been made and approved by the Building Inspector and Fire Department with no deficiencies noted. Clearance through the Police Department has been approved. The City License Fee and the State Cereal Malt Tax have been paid by all applicants.

Motion made by Commissioner Chaney, seconded by Commissioner Fairchild, to approve the applications for a 2021 Cereal Malt Beverage License. Voting Aye: All. Motion carried unanimously.

CHANUTE AREA CHAMBER OF COMMERCE & OFFICE OF TOURISM AGREEMENT

The Chanute Area Chamber of Commerce & Office of Tourism Agreement was discussed at the November 23, 2020 regular City Commission meeting during the City Commission Comments section of the Agenda.

The City Manager's office received a request from the Chanute Area Chamber of Commerce and Office of Tourism Board, requesting permission to address the City Commission during the regular City Commission Meeting on Monday, December 14, 2020.

Chanute Chamber Area of Commerce and Office of Tourism Executive Director Jane Brophy and Board Members Jon Burchett and Scott Cunningham provided a brief summary of tourism achievements and responsibilities.

General discussion was made. Comments were made Mr. Burchett, Mr. Cunningham, Ms. Brophy, and City Manager Todd Newman.

Commission consensus was to hold a City Commission Work Session sometime during January/February 2021 to review the Tourism Agreement and define the City's vision for tourism.

CHANUTE MAIN STREET AGREEMENT

The Chanute Main Street Agreement was discussed at the November 23, 2020 regular City Commission meeting during the City Commission Comments section of the Agenda.

The City Manager's office received a request from Chanute Main Street Executive Director Ruthann Boatwright, requesting permission to address the City Commission during the regular City Commission Meeting on Monday, December 14, 2020.

Chanute Main Street Executive Director Ruthann Boatwright and Board Members Dan Mildfelt and Betsy Olson provided the history of Chanute Main Street.

General discussion was made. Comments were made by Mr. Mildfelt and Ms. Boatwright.

Commission consensus was to hold a City Commission Work Session sometime during January/February 2021 to review the Main Street Agreement and define the City's vision for Main Street Chanute.

PROPERTY RESOLUTION – 315 SOUTH LARSON

PROPERTY RESOLUTION – 517 NORTH SANTA FE

PROPERTY RESOLUTION – 509 WEST 3RD

PROPERTY RESOLUTION – 712 NORTH KANSAS

PROPERTY RESOLUTION – 623 SOUTH MALCOLM

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. 2020-92, No. 2020-93, No. 2020-94, No. 2020-95, and No. 2020-96

EXECUTIVE SESSION – DISCUSSION OF NON-ELECTED PERSONNEL

Motion made by Mayor LaRue, seconded by Commissioner Fairchild, 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 9:55 p.m. Voting Aye: All. Motion carried unanimously.

The City Commission returned to open session at 9:55 p.m.

Motion made by Commissioner Berthot, seconded by Commissioner Chaney to approve the First Amendment to the City Manager Employee Agreement, Section 11, tuition cost up to \$10,000 a year for a total of \$20,000 for the City Manager to obtain a Master’s degree. Voting Aye: All. Motion carried unanimously.

COMMISSION COMMENTS

Commissioner Chaney requested an update on the Airport Runway Extension Project and Railroad Tracks.

Assistant City Manager Ryan Follmer and City Manager Todd Newman provided a brief update for the project.

Commissioner Chaney requested that City staff provide a summary of City utility rates for commercial, heavy, and industrial customers.

Commissioner Chaney reported that he had received a complaint of Animal Control relating to the dumping of trapped rodents.

City Manager Todd Newman will research this item and report back to the City Commission.

Commissioner Chaney encouraged everyone to wear a mask to slow the spread of the virus.

Commissioner Chaney commented that he appreciates the City Commission.

Commissioner Chaney welcomed back Commissioner Budreau.

Commissioner Fairchild welcomed back Commissioner Budreau.

Commissioner Fairchild encouraged everyone to wear a mask to keep people safe and businesses open.

Commissioner Budreau thanked everyone for their thoughts and prayers.

Commissioner Budreau commented on masks and that the Commission is only suggesting that everyone wear a mask.

Mayor LaRue distributed a COVID-19 Pandemic Advisory letter to the Commission for review and requested that the Commission consider approval of posting the letter on the City's Facebook Page and City Website.

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

Commission consensus was to post the letter on the City's Facebook Page and City Website.

Mayor LaRue commented that he appreciated tonight's discussion.

ADJOURNMENT

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to adjourn.

Voting Aye: All. Motion carried unanimously. Meeting adjourned at 10:10 p.m.

Tina L Bailey, CMC
City Clerk