

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

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

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

Staff Present: Jeff Cantrell, City Manager; David Brake, City Attorney; Tina Bailey, City Clerk; Ryan Follmer, Community Services Director; and Todd Newman, Cemetery and Parks Director.

**INVOCATION**

The invocation was given by Vice-Mayor Jacob LaRue.

**COMMISSION REORGANIZATION**

City Attorney David Brake reviewed the ordinance and procedures for choosing a Mayor and Vice-Mayor.

Mayor Budreau thanked the Commission for having the honor of serving as Mayor for the past two terms and announced that he will not be seeking another term as Mayor.

Mayor Budreau opened the floor for nominations.

Mayor nominations included the following:

- Commissioner Chaney nominated appointment of Tim Fairchild for Mayor.
- Commissioner Berthot nominated appointment of Jacob LaRue for Mayor. Mr. LaRue accepted the nomination.

General discussion was made.

- Commissioner Fairchild nominated appointment of current Vice-Mayor Jacob LaRue for Mayor and nominated himself to serve as Vice-Mayor.

Nominations for Mayor ceased.

Mayor Budreau called for a vote to appoint Vice-Mayor Jacob LaRue as Mayor.  
Voting Aye: All. Motion carried unanimously.

Mayor LaRue opened the floor for nominations for Vice-Mayor.

Vice-Mayor nominations included:

- Commissioner Fairchild nominated appointment of himself for Vice-Mayor.
- Commissioner Budreau nominated appointment of Kevin Berthot for Vice-Mayor. Mr. Berthot accepted the nomination.

Nominations for Vice-Mayor ceased.

Mayor LaRue called for a vote to appoint Tim Fairchild as Vice-Mayor.  
Voting Aye: Mayor LaRue and Commissioners Chaney and Fairchild.

Mayor LaRue called for a vote to appoint Kevin Berthot as Vice-Mayor.  
Voting Aye: Commissioner Berthot and Budreau.

Motion passed to appoint Tim Fairchild as Vice-Mayor.

### **AGENDA**

The Agenda was approved on motion by Commissioner Budreau, 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 – January 13, 2020
- Warrant Register dated January 15, 2020
- Warrant Register dated January 22, 2020

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

### **PUBLIC COMMENTS**

Susan Willis, Chanute Public Library Director announced her retirement and invited the Commission to attend her retirement party at the Library on January 28, 2020. Ms. Willis introduced Kara Hale and announced that she is the new Chanute Public Library Director.

General discussion was made.

The City Commission and City Manager Cantrell thanked Ms. Willis for her 33 years of service and wished her well.

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

City Manager Jeff Cantrell gave his report on City activities and operations. Items reported on included an update on the 35<sup>th</sup> Street Project and contract, recent damage to the delineators located in front of Royster Middle School, Cherry Street Pedestrian Crossing Sign, and purchase of 615 West Cherry.

**NEW BUSINESS**

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

Commission may wish to discuss assigning and/or reassigning Commissioners to interface with local City boards. A current list of City Board/Commission liaisons was provided for review.

General discussion was made. Comments were made by Community Services Director Ryan Follmer, City Manager Jeff Cantrell, and City Attorney David Brake.

Motion made by Commissioner Fairchild, seconded by Commissioner Budreau, to appoint Commissioners as representatives to interface with specified City Boards/Committees as follows:

Commissioner Berthot – Airport Advisory Board and Parks Advisory Board;

Commissioner Budreau – Golf Course Advisory Committee;

Commissioner Chaney - Revolving Loan Fund Committee, Tourism Committee, and Recreation Commission;

Commissioner Fairchild - Depot Management Committee; and

Mayor LaRue – Library Board, Housing Authority and Planning Commission.

Mayor and Vice-Mayor serve on the Economic Development Committee.

Mayor and Vice-Mayor serve on the Chanute Main Street Board.

Voting Aye: All. Motion carried unanimously.

General discussion was made.

Commission consensus was for City staff to provide a copy of the year-end Revolving Loan Report to the Commission for review.

**REVIEW OF AGREEMENT WITH CHANUTE RECREATION COMMISSION**

On January 13, 2020, the Chanute City Commission met with the Chanute Recreation Commission in a joint work session. In general, it was the consensus of the two boards that no significant changes are needed to the current Chanute Recreation Commission Agreement with the City of Chanute. However, formal commission approval for two tenants in the facility needs to be formally obtained.

The current Agreement expires on May 31, 2020. Accordingly, Commission action could extend the current Agreement.

General discussion was made. Comments were made by CRC Executive Director Todd Newman, City Manager Jeff Cantrell, and City Attorney David Brake.

Items of discussion included utilities, trade school sublease, building fund for internal/external repairs, role of City Parks Director and CRC Executive Director, future goals, baseball field

agreement relating to USD 413 Agreement, joint fund accounting and usage, sports authority director, and City staff services.

Motion made by Commissioner Budreau, seconded by Commissioner Fairchild, to extend the current agreement for one year, under section 5.1, expiring May 31, 2021. Voting Aye: All. Motion carried unanimously.

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

Motion made by Commissioner Fairchild, seconded by Commissioner Budreau, to approve the current tenants staying past three (3) months. Voting Aye: All. Motion carried unanimously.

City Manager Jeff Cantrell clarified City staff services that fall under a separate stand-alone agreement with CRC.

General discussion was made.

**CONSIDER AUTHORIZING TRANSIENT GUEST TAX FUNDS FOR VARIOUS PROJECTS – CHAMBER TOURISM**

On behalf of the Chanute Area Chamber of Commerce and Office of Tourism, Jane Brophy has requested use of transient guest tax (TGT) funding for various Projects.

The request involves multiple projects warranting case by case consideration.

- 1) \$2,500 – To be used as a pool for grants of up to \$500 for events and activities that enhance and promote tourism in Chanute
- 2) \$6,600 – Production of three videos to promote tourism specifically and Chanute in general
- 3) \$2,000 – Production and placement of a downtown Google Earth Billboard/Mural
- 4) \$2,500 – Replacement of billboard on US 169 South that is north of the Cherry Street exit

General discussion was made. Comments were made by Chanute Chamber of Commerce and Office of Tourism Executive Director Jane Brophy.

Motion made by Commissioner Fairchild, seconded by Commissioner Budreau, to approve the request as presented in the amount of \$13,600, funding will be paid with Transient Guest Tax funds.

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

Amended motion by Commissioner Fairchild, seconded by Commissioner Budreau, to approve the request as presented and mutual video ownership, in the amount of \$13,600, funding to be paid with Transient Guest Tax funds. Voting Aye: All. Motion carried unanimously.

Commission consensus was for City staff to provide billboard lighting follow-up to the City Commission for review.

**PROPERTY RESOLUTION – 909 SOUTH LINCOLN**  
**PROPERTY RESOLUTION – 909 SOUTH FOREST**  
**PROPERTY RESOLUTION – 1117 SOUTH EVERGREEN**

General discussion was made. Comments were made by Community Services Director Ryan Follmer and City Manager Jeff Cantrell.

Commission consensus was for City staff to make a reasonable attempt to notify the City Commission of owner-occupied properties relating to property resolutions.

Motion made by Commissioner Berthot, seconded by Commissioner Budreau, 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. 2020-06, No. 2020-07, and No. 2020-08

### **COMMISSION COMMENTS**

Commissioner Chaney commented on the City's recent Sales Tax Report.

Commissioner Chaney requested that the City Commission consider appointing a Main Street Revitalization Committee to develop a funding plan for downtown revitalization and a plan for expensing of the City's special sales tax dollars for City owned buildings.

Commissioner Chaney commented on resident complaints he has received about their neighbors and the need to be civil to each other.

Commissioner Chaney also provided an overview of the City's utility shut off policy.

Commissioner Berthot reported that is glad to be back on the Commission and thanked the voters for the opportunity. He is looking forward to his two (2) year term and to accomplish what is best for the City as a whole.

Commissioner Berthot commented that he is concerned about the City's poverty and property disrepair and would like the Commission to focus on out of the box ideas & discussion to benefit our community in those areas.

Commissioner Fairchild thanked Commissioner Budreau for serving as mayor and congratulated Mayor LaRue on his appointment.

Commissioner Fairchild reported that the Depot Management Committee has been meeting and provided a brief overview of their discussion relating to the Depot's HVAC system.

Commissioner Fairchild requested that the City Commission continue storm drain discussion during the upcoming Budget process.

Commissioner Fairchild commented on the need for discussion of Main Street revitalization and also review and revision of the City's Comprehensive Plan to define the next steps for the City Commission.

Commissioner Fairchild reported that Meriam, Kansas provides a Residential Exterior Repair Incentive and requested the City Commission consider future discussion of a similar program.

Commissioner Fairchild commented on Bed Tax Receipts and the stability of an increase in this fund.

Commissioner Budreau thanked Mayor LaRue for his service as Vice-Mayor during his term as Mayor.

Commissioner Budreau commented on downtown building revitalization and also the 21<sup>st</sup> & Plummer project.

Commissioner Budreau requested that City staff define hard surfaces relating to the City's Residential Parking Ordinance.

General discussion was made. Comments were made by Community Services Director Ryan Follmer.

Commissioner Budreau reported that he believes there is a growing excitement for fiber within the existing and adjacent fiber pons.

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

Commissioner Budreau requested that the City Commission continue discussion of a Storm Drain Plan and Secondary Water Source Plan during the upcoming Budget process.

Mayor LaRue thanked the City Manger for his follow-up and report relating to the pedestrian signs at Royster Middle School.

Mayor LaRue thanked the Commission for their support.

Commissioner Chaney commented on downtown revitalization and required steps to move forward with appointing a committee.

General discussion was made. Comments were made by City Manager Jeff Cantrell and City Attorney David Brake.

Commission consensus was for City staff to compose a future agenda item relating to appointment of a Downtown Revitalization Committee, to define the committee's role, and review of City Fund 120-Special Sales Tax fund and development of a plan for use of the funds for maintenance needs for City owned buildings.

Commissioner Berthot requested a copy of the City's current CIP Plan and requested future discussion relating to updating/development of this plan and to use it as a tool during expensing the sales tax revenues.

**ADJOURNMENT**

Motion made by Commissioner Fairchild, seconded by Commissioner Budreau, to adjourn.  
Voting Aye: All. Motion carried unanimously. Meeting adjourned at 7:51 p.m.

Tina L Bailey, CMC  
City Clerk